

# AGENDA



**Wednesday, 1 July 2026**

**Time: 10:00 am**  
**Location: Council Chamber**  
**Memorial Avenue**  
**Kaikohe**

**Membership:**

Chairperson Jessie McVeagh - Chairperson  
Deputy Chairperson Scarlet Mocaraka  
Member Arohanui Allen  
Member Eddie Court  
Member Denis Orme  
Member Doug Te Wake  
Member Kelly van Gaalen  
Member John Vujcich



**The Local Government Act 2002 states the role of a Community Board is to:-**

- A. Represent, and act as an advocate for, the interests of its community.
- B. Consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board.
- C. Maintain an overview of services provided by the territorial authority within the community.
- D. Prepare an annual submission to the territorial authority for expenditure within the community.
- E. Communicate with community organisations and special interest groups within the community.
- F. Undertake any other responsibilities that are delegated to it by the territorial authority

**Council Delegations to Community Boards - January 2013**

The "civic amenities" referred to in these delegations include the following Council activities:

- Amenity lighting
- Cemeteries
- Drainage (does not include reticulated storm water systems)
- Footpaths/cycle ways and walkways.
- Public toilets
- Reserves
- Halls
- Swimming pools
- Town litter
- Town beautification and maintenance
- Street furniture including public information signage.
- Street/public Art.
- Trees on Council land
- Off road public car parks.
- Lindvart Park – a Kaikohe-Hokianga Community Board civic amenity.

**Exclusions:** *From time to time Council may consider some activities and assets as having district wide significance and these will remain the responsibility of Council. These currently include: The roading network, Hundertwasser toilets, District Library Network, Baysport, the Kerikeri, Kaikohe & Kaitia Airports, Hokianga Vehicle Ferry, i-Site network, Far North Community Centre, Kerikeri Domain, Kawakawa Heated Swimming Pool, Kaikohe Cemetery, Kerikeri Sports Complex, The Centre at Kerikeri, the Bay of Islands/Hokianga Cycle Trail.*

Set local priorities for minor capital works in accordance with existing strategies,

1. Recommend local service levels and asset development priorities for civic amenities as part of the Annual Plan and Long Term Plan processes.
2. Reallocate capital budgets within the Annual Plan of up to 5% for any specific civic amenity, provided that the overall activity budgetary targets are met.
3. Make grants from the allocated Community Funds in accordance with policy 3209, and the SPARC/Sport Northland Rural Travel fund in accordance with the criteria set by the respective body, and, for the Bay of Islands-Whangaroa Community Board, the power to allocate the Hundertwasser Donations Account.
4. Provide comment to council staff on resource consent applications having significance within the Community, including the provision of land for reserves or other public purposes.
5. To hold, or participate in hearings, as the Council considers appropriate, in relation to submissions pertinent to their community made to plans and strategies including the Long Term Plan and Annual Plan, and if appropriate recommend decisions to the Council.

6. To hold hearings of submissions received as a result of Special Consultative Procedures carried out in respect of any matter other than an Annual or Long Term Plan, and make recommendations to the Council.
7. Where recommended by staff to appoint management committees for local reserves, cemeteries, halls, and community centers.
8. To allocate names for previously unnamed local roads, reserves and other community facilities, and recommend to Council name changes of previously named roads, reserves, and community facilities subject to consultation with the community.
9. To consider the provisions of new and reviewed reserve management plans for recommendation to the Council in accordance with the Reserves Act 1977, and hear or participate in the hearing of submissions thereto, as considered appropriate by the Council.
10. 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.
11. Prohibit the use of skateboards in specified locations within their communities, in accordance with Council's Skating Bylaw 1998.
12. Recommend new bylaws or amendments to existing bylaws.
13. Prepare and review management plans for local cemeteries within budget parameters and in a manner consistent with Council Policy.
14. Exercise the following powers in respect of the Council bylaws within their community:
  - a) Control of Use of Public Spaces – Dispensations on signs
  - b) Mobile Shops and Hawkers – Recommend places where mobile shops and/or hawkers should not be permitted.
  - c) Parking and Traffic Control – Recommend parking restrictions, and areas where complying camping vehicles may park, and consider and grant dispensations in accordance with clause 2007.2
  - d) Public Places Liquor Control – Recommend times and places where the possession or drinking of alcohol should be prohibited.
  - e) Speed Limits – Recommend places and speed limits which should be imposed.
15. To appoint Community Board members to speak on behalf of their community in respect of submissions or petitions.
16. Specific to the Bay of Islands-Whangaroa Community Board – consider any recommendations of the Paihia Heritage Working Group and make appropriate recommendations to Council on the development of a draft Plan Change and a Section 32 analysis on heritage provisions for Paihia.
17. To set schedule of meeting dates, times and venues, subject to the meetings not conflicting with meetings of the Council and satisfying the provisions of the Local Government Official Information and Meetings Act 1987.
18. To review all proposed public art projects on a project-by project basis to ensure they comply with policy #5105 Art in Public Places, including approval of the aesthetic appearance, maintenance programme, insurance and appropriate location, and to agree to their installation.
19. In respect of applications from food establishments for permission to establish tables and chairs on a public place, i.e. Alfresco dining in accordance with Policy 3116, to consider and decide on any application which does not meet all criteria of the policy, and any application which staff recommend to be declined.
20. Subject to a report from the appropriate managers and the appropriate budgetary provision, to make decisions in respect of civic amenities including the levels of service, and the provision or removal of an amenity not provided for elsewhere in these delegations.

## Terms of Reference

In fulfilling its role and giving effect to its delegations, Community Boards are expected to:

1. Comment on adverse performance to the Chief Executive in respect of service delivery.
2. Assist their communities in the development of structure plans, emergency management community response plans, and community development plans.
3. Assist their communities to set priorities for Pride of Place programmes.
4. Have special regard for the views of Māori.
5. Have special regard for the views of special interest groups, e.g. disabled, youth, aged, etc.
6. Actively participate in community consultation and advocacy and keep Council informed on local issues.
7. Seek and report to Council community feedback on current issues by:
  - a) Holding a Community forum prior to Board meetings
  - b) Varying the venues of Board meetings to enable access by members of the community
8. Monitor and make recommendations to Council to improve effectiveness of policy.
9. Appoint a member to receive Annual Plan\Long Term Council Community Plan submissions pertinent to the Board area, attend hearings within the Board area, and attend Council deliberations prior to the Plan adoption.

## Protocols

In supporting Community Boards to fulfil their role, the Council will:

1. Provide appropriate management support for the Boards.
2. Organise and host regular workshops with the Community Boards I to assess the 'State of the Wards & District' to establish spending priorities.
3. Prior to decision-making, seek and include 'Community Board views' in Council reports in relation to:
  - a) the disposal and purchase of land
  - b) proposals to acquire or dispose of reserves
  - c) representation reviews
  - d) development of new maritime facilities
  - e) community development plans and structure plans
  - f) removal and protection of trees
  - g) local economic development initiatives
  - h) changes to the Resource Management Plan
4. Organise and host quarterly meetings between Boards, the CEO and senior management staff.
5. Prepare an induction/familiarisation process targeting new members in particular early in the term.
6. Support Board members to arrange meetings with local agencies and service clubs to place more emphasis on partnerships and raising profile of the Boards as community leaders.
7. Permit Board chairperson (or nominated member) speaking rights at Council meetings.
8. Help Boards to implement local community projects.
9. Arrange for Infrastructure and Asset Management Staff to meet with the Community Boards in September each year to agree the capital works for the forthcoming year for input into the Annual or Long Term Plan.
10. Provide information.

**Far North District Council**  
**Kaikohe-Hokianga Community Board Meeting**  
**will be held in the Council Chamber, Memorial Avenue, Kaikohe on:**  
**Wednesday 1 July 2026 at 10:00 am**

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**Te Paeroa Mahi / Order of Business**

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**1 KARAKIA TĪMATANGA / OPENING PRAYER****2 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST**

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Community Board 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 TE WĀHANGA TŪMATANUI / PUBLIC FORUM****4 NGĀ TONO KŌRERO / DEPUTATION**

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

**5 NGĀ KAIKŌRERO / SPEAKERS**

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

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A5736620

**Author:** Marysa Maheno, Democracy Advisor

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

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

The minutes are attached to allow the Kaikohe-Hokianga Community Board to confirm that the minutes are a true and correct record of the previous meetings.

#### TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board confirm the minutes of the meeting held 8 April 2026 to be 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.

The Kaikohe-Hokianga Board Standing Orders Section 27.3 states that no discussion may arise on the substance of the minutes at any succeeding meeting, except as to their correctness.

#### TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The reason for the recommendation is to confirm the minutes as 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.

#### ĀPITIHINGA / ATTACHMENTS

1. 2026-06-03 Kaikohe-Hokianga Community Board Minutes - A5805203  

**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 on Māori in confirming minutes from a 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 the 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.

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Kaikohe-Hokianga Community Board Meeting Minutes

3 June 2026

**MINUTES OF  
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE  
ON WEDNESDAY, 3 JUNE 2026 AT 10:09 AM**

**PRESENT:** Chairperson Jessie McVeagh, Cr Arohanui Allen, Member Eddie Court, Member Denis Orme, Member Doug Te Wake, Member Kelly van Gaalen, Cr John Vujcich.

**STAFF PRESENT:** Kathryn Trewin (Funding Advisor), Melissa Wood (Community Board Coordinator), Dallas Apimerika (Team Leader – Property Management), Michelle Rockell (Executive Projects Lead), Marysa Maheno (Democracy Advisor).

**1 KARAKIA TIMATANGA / OPENING PRAYER**

The meeting commenced with mihi and karakia from Paul Wihongi.

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

**APOLOGY**

**RESOLUTION 2026/44**

Moved: Cr John Vujcich

Seconded: Chairperson Jessie McVeagh

**That the apology received from Deputy Chair Scarlet Mocaraka and Member van Gaalen be accepted and leave of absence granted and that the online attendance from Member Doug Te Wake be noted.**

**CARRIED**

**3 VERBAL SUBMITTERS FOR THE FUTURE OF THE CURRENT KAIKOHE LIBRARY**

- Shelly Pomare

*At 10:13AM Cr Allen arrived.*

- Tangaroa Butler
- Paul Wihongi

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

Russell Shaw and Clair Picking spoke to the board on behalf of Top Energy.

**Attachments tabled at meeting**

- 1 Top Energy Presentation - June 3

**5 NGĀ KAIKŌRERO / SPEAKERS**

April Atkinson spoke to item 7.4h, funding application for Circability Trust.

Janet Nixon spoke to item 7.4g, funding application for Hokianga Community Educational Trust.

Kay Baker Martin spoke to item 7.4f, funding application for Lake Ōmāpere Trust.

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Rhonda Kite spoke to item 7.4a, funding application for Screen Northland Limited.

Te Manaaroha Rollo spoke to item 7.4d, funding application for Ngā Moko a Rāhiri Incorporated.

*The meeting adjourned at 11:32AM.*

*Cr Arohanui Allen left during the adjournment.*

*The meeting resumed at 11:50AM.*

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

### **6.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A5780974, pages 8 - 15 refers

#### **RESOLUTION 2026/45**

Moved: Member Denis Orme

Seconded: Cr John Vujcich

**That the Kaikohe-Hokianga Community Board confirm the minutes of the meeting held 6 May 2026 to be a true and correct record.**

**CARRIED**

## **7 NGĀ PŪRONGO / REPORTS**

### **7.1 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 7.1 document number A5528233, pages 16 - 24 refers.

#### **RECOMMENDATION**

Moved: Cr John Vujcich

Seconded: Chairperson Jessie McVeagh

**That the Kaikohe-Hokianga Community Board:**

- a) **note the June 2026 member report from Chair Jessie McVeagh, and Member Denis Orme; and**
- b) **request that the Kaikohe Hokianga Community Board be provided with a list of all Kaikohe-Hokianga Community Board ward assets included in the Community Facilities contract by July 2026.**

**CARRIED**

### **7.2 TE PUNA O KUPENUKU LEASE UPDATE**

Agenda item 7.2 document number A5776774, pages 25 - 56 refers.

#### **RESOLUTION 2026/46**

Moved: Chairperson Jessie McVeagh

Seconded: Cr John Vujcich

**That the Kaikohe-Hokianga Community Board:**

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- a) receive the report “Te Puna o Kupenuku Lease Update”; and
- b) note the current lease over 78 Parnell Street, Rawene is currently holding over pending further discussions regarding the future management of the site; and
- c) note that options relating to the future of the lease agreement include:
- i) renewing the existing lease agreement;
  - ii) renewing the lease over a reduced section of the site while Council resumes management and maintenance responsibility for the remaining areas; or
  - iii) not renewing the lease.

**CARRIED****7.3 KAIKOHE-HOKIANGA COMMUNITY BOARD FUNDING - COMMUNITY GUIDANCE**

Agenda item 7.3 document number A5782656, pages 57 - 61 refers.

**RESOLUTION 2026/47**

Moved: Chairperson Jessie McVeagh

Seconded: Cr John Vujcich

**That Kaikohe-Hokianga Community Board adopt the “Community Guidance for funding from Kaikohe-Hokianga Community Board” to provide guidance to applicants from their community seeking funding from Kaikohe-Hokianga Community Board.**

**CARRIED****7.4a FUNDING APPLICATIONS**

Agenda item 7.4 document number A5782716, pages 62 - 87 refers.

**RESOLUTION 2026/48**

Moved: Cr John Vujcich

Seconded: Chairperson Jessie McVeagh

- a) **That Kaikohe-Hokianga Community Board approve the sum of \$3,000 (plus GST if applicable) be paid from the Board’s Community Grant Fund account to Screen Northland Ltd for costs towards creative participation and regional screen development support.**

**CARRIED***Cr Arohanui Allen returned at 12:04PM.***7.4b FUNDING APPLICATIONS**

Agenda item 7.4 document number A5782716, pages 62 - 87 refers.

The Paua Trust withdrew their funding application and it was not considered.

**7.4c FUNDING APPLICATIONS**

Agenda item 7.4 document number A5782716, pages 62 - 87 refers.

**RESOLUTION 2026/49**

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Moved: Member Denis Orme  
 Seconded: Member Eddie Court

**That Kaikohe-Hokianga Community Board approve the sum of \$2,850 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Omapere Resource Hub Working Group for costs towards a feasibility study.**

**CARRIED****7.4d FUNDING APPLICATIONS**

Agenda item 7.4 document number A5782716, pages 62 - 87 refers.

**RESOLUTION 2026/50**

Moved: Member Denis Orme  
 Seconded: Member Arohanui Allen

**That Kaikohe-Hokianga Community Board approve the sum of \$5,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Ngā Moko a Rāhiri Inc for costs towards Whāia Te Oranga Tonutanga.**

**CARRIED****7.4e FUNDING APPLICATIONS**

Agenda item 7.4 document number A5782716, pages 62 - 87 refers.

**RESOLUTION 2026/51**

Moved: Cr John Vujcich  
 Seconded: Chairperson Jessie McVeagh

**That Kaikohe-Hokianga Community Board approve the sum of \$2,300 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Momentum Charitable Trust for costs towards Life and Financial Skills Programmes Supporting Reintegration for Kaikohe-Hokianga Residents**

Against: Member Dennis Orme

*Note: Cr Vujcich voiced that in future this should be funded by a government agency.*

**CARRIED****7.4f FUNDING APPLICATIONS**

Agenda item 7.4 document number A5782716, pages 62 - 87 refers.

**RESOLUTION 2026/52**

Moved: Member Denis Orme  
 Seconded: Member Arohanui Allen

**That Kaikohe-Hokianga Community Board approve the sum of \$5,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Lake Ōmāpere Trust for costs towards Matariki 2026.**

**CARRIED**

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**7.4g FUNDING APPLICATIONS**

Agenda item 7.4 document number A5782716, pages 62 - 87 refers.

**RESOLUTION 2026/53**

Moved: Cr John Vujcich

Seconded: Member Denis Orme

**That Kaikohe-Hokianga Community Board approve the sum of \$4,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Hokianga Community Educational Trust for costs towards "Ngā Whakaata o Matariki", Reflections of Matariki.**

**CARRIED****7.4h FUNDING APPLICATIONS**

Agenda item 7.4 document number A5782716, pages 62 - 87 refers.

**RESOLUTION 2026/54**

Moved: Chairperson Jessie McVeagh

Seconded: Cr John Vujcich

**That Kaikohe-Hokianga Community Board approve the sum of \$4,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Circability Trust for costs towards Adapted circus programme for Disabled young people in Kaikohe and Hokianga.**

**CARRIED****7.4i FUNDING APPLICATIONS**

Agenda item 7.4 document number A5782716, pages 62 - 87 refers.

**RESOLUTION 2026/55**

Moved: Chairperson Jessie McVeagh

Seconded: Member Denis Orme

**That Kaikohe-Hokianga Community Board approve the sum of \$47,511.13 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Waitapu Community Centre for costs repiling and reroofing the old community school.**

**CARRIED****7.4j FUNDING APPLICATIONS**

Agenda item 7.4 document number A5782716, pages 62 - 87 refers.

**RESOLUTION 2026/56**

Moved: Cr John Vujcich

Seconded: Member Eddie Court

**That Kaikohe-Hokianga Community Board leave the application from the South Hokianga Growers Market for costs towards upgrades of Freese Park to lie on the table until the new financial year to allow the drainage issues to be resolved with Council prior to any funding**

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being granted.

**CARRIED****7.5 PROJECT FUNDING REPORTS**

Agenda item 7.5 document number A5783352, pages 88 - 143 refers.

**RESOLUTION 2026/57**

Moved: Cr John Vujcich

Seconded: Member Denis Orme

**That the Kaikohe-Hokianga Community Board note the project reports received from:**

- a) **Bald Angels**
- b) **Bay of Islands Creative Charitable Trust**
- c) **Claire Gordon**
- d) **Graeme Dingle Foundation Far North**
- e) **Hokianga Country Music Club (2025 festival)**
- f) **Manaki Tinana Trust**
- g) **Momentum Charitable Trust**
- h) **Ngā Moko a Rāhiri Inc**
- i) **Northland Edible Garden Trail**
- j) **Ohaeawai Taiamai Residents Association (Taiamai Day)**
- k) **Rawene Primary School**
- l) **South Hokianga Growers Market**
- m) **Tangihanga**

**CARRIED****8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****8.1 UPDATE ON PUBLIC ENGAGEMENT FOR THE FUTURE OF THE CURRENT KAIKOHE LIBRARY BUILDING**

Agenda item 8.1 document number A5776195, pages 144 - 148 refers.

**RESOLUTION 2026/58**

Moved: Cr John Vujcich

Seconded: Member Arohanui Allen

**That the Kaikohe-Hokianga Community Board receive the report Update on public engagement for the future of the current Kaikohe library building.****CARRIED**

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**8.2 OPEN RESOLUTIONS - JUNE 2026**

Agenda item 8.2 document number A5782295, pages 149 - 149 refers.

**RESOLUTION 2026/59**

Moved: Member Denis Orme

Seconded: Chairperson Jessie McVeagh

**That the Kaikohe-Hokianga Community Board receive the report Open Resolutions - June 2026.****CARRIED****9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

Member Eddie Court closed the meeting with a karakia.

**10 TE KAPINGA HUI / MEETING CLOSE****The meeting closed at 12:43PM.****The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 1 July 2026.**.....  
**CHAIRPERSON**

## 7 NGĀ PŪRONGO / REPORTS

### 7.1 TE PUNA O KUPENUKU LEASE UPDATE

**File Number:** A5776774

**Author:** Dallas Apimerika, Team Leader - Property Management

**Authoriser:** Hilary Sumpter, Group Manager - Delivery and Operations

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to provide an update on and seek a recommendation from the Kaikohe–Hokianga Community Board to Council regarding, the lease held by Te Puna o Kupenuku (TPOK) over the former NorthTec campus at 78 Parnell Street, Rawene.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- TPOK is a community and hapu-based organisation.
- TPOK holds a lease over the former NorthTec campus at 78 Parnell Street, Rawene, classified as a Local Purpose (Educational) Reserve. The lease commenced on 6 April 2021 and included a right of renewal exercisable on 5 April 2026, with an expiry date of 5 April 2031.
- The site is used for community education and training. Additional spaces are leased or made available to local community groups.
- At the commencement of the lease, TPOK accepted the buildings in their existing condition. Under the lease, the lessee is responsible for all repairs, maintenance, and compliance of the buildings.
- Following a scheduled building compliance inspection in October 2025, a Notice to Fix (NTF) was issued under the Building Act 2004. A subsequent notice of breach of lease was issued to the leaseholder in November 2025.
- Building Compliance agreed on 5 June 2026 to supersede the existing notice with a new NTF, allowing a further 30 days for compliance. This NTF is currently outstanding and expires on 5 July 2026.
- Far North District Council (FNDC) staff are currently working with TPOK to progress matters relating to the lease and building compliance. A site visit was undertaken on 16 April 2026, followed by meetings with the TPOK Board on 23 April 2026 and 29 May 2026 to discuss the lease, building condition, and ongoing obligations under the lease agreement.
- A building condition assessment of the site was completed in 2023 and identified a range of maintenance and compliance-related issues across multiple buildings, including roof corrosion, deteriorated wall claddings, water ingress, accessibility deficiencies, damaged ramps and decks, drainage issues, and vegetation overgrowth impacting buildings. While some minor maintenance works have reportedly been undertaken since the majority of the identified maintenance and compliance works remain outstanding.
- No decision has been made regarding lease renewal at this time, and the matter is being presented for consideration by the Community Board and Council.

#### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board recommend to Council one of the following options:**

- renewing the existing lease agreement;**
- renewing the lease over a reduced section of the site, with council resuming management and maintenance responsibility for the remaining areas; or**
- not renewing the lease.**

## 1) TĀHUHU KŌRERO / BACKGROUND

The Rawene site was previously operated as the NorthTec campus and contains buildings constructed for education purposes.

Following the transition of the site from NorthTec, the property was leased to TPOK from 6 April 2021 for continued education and community use. Under the lease agreement, responsibility for ongoing maintenance and compliance of the buildings sits with the lessee.

Since lease commencement, the site has supported a range of community education and training and currently has long-term educational tenants, with additional spaces also made available for short-term and long-term educational tenants as required.

Council maintains oversight of the lease through operational meetings with TPOK. Further engagement has included a site visit on 16 April 2026 and a meeting with the TPOK Board on 23 April 2026 and 29 May 2026 to discuss building conditions and the lease agreement.

A building condition assessment completed in 2023 identified maintenance and compliance requirements across the site.

On 6 October 2025, following a scheduled building compliance Building Warrant of Fitness inspection, a NTF (NTF-2026-174/0) was issued under sections 164 and 165 of the Building Act 2004 to FNDC as the owner of the asset. Council subsequently issued a notice of breach of lease to the lessee outlining the requirements to achieve compliance with the NTF. The leaseholder was requested to provide a response detailing proposed remediation actions by 4 November 2025, with full compliance required by 1 December 2025.

On 5 June 2026, compliance with the NTF (NTF-2026-174/0) had not been achieved. Building Compliance agreed to supersede the existing notice with a new NTF (NTF-2026-445/0), allowing a further 30 days for compliance. To achieve compliance, either an application for a Certificate for Public Use (CPU) or a Code Compliance Certificate (CCC) is required. This Notice to Fix expires on 5 July 2026. As of June 2026, the above matters remain outstanding.

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

Council staff continue to engage with TPOK to maintain open communication and address operational matters relating to the site and buildings. Council's ongoing position is to support the continued educational use of the site, while ensuring lease and compliance obligations are appropriately addressed.

The 2023 building condition assessment identified a number of maintenance and compliance-related issues across the site, many of which remain unresolved. Key matters identified within the assessment included roof corrosion and lifting roof fixings, deteriorated wall claddings, water ingress, damaged decks and ramps, drainage deficiencies, structural deterioration, accessibility deficiencies, and vegetation overgrowth impacting buildings.

The assessment also identified several items classified as critical maintenance, including non-compliant wall claddings, water egress causing structural damage, corroded roofing, damaged foundations, and non-complying accessways and ramps.

While some maintenance work has reportedly been undertaken by TPOK, particularly in relation to leaks, broader maintenance requirements remain ongoing and require further consideration.

It is noted that current maintenance requirements are outside TPOK's present capability, and discussions will continue regarding practical options to address these matters in line with lease obligations.

The current NTF (NTF-2026-445/0) remain outstanding and will need to be resolved as part of ongoing lease discussions. In addition, the right of renewal under the current lease has now lapsed, and the lease is currently holding over.

Below are the recommendations for the Community Board to consider and put forward to Council.

**Recommendation One – Renew the Existing Lease**

Council could renew the existing lease with TPOK, subject to agreement being reached on outstanding compliance matters, maintenance responsibilities, and future management of the buildings.

This option would support the continuation of current educational and community activities at the site. However, it would require confidence that the leaseholder has the capacity and resources to meet ongoing maintenance, compliance, and operational obligations under the lease agreement.

**Recommendation Two – Partial Lease Renewal and Council Management of Remaining Site**

Council could consider renewing the lease over a reduced section of the site, while Council resumes direct management and maintenance responsibility for the remaining buildings and surrounding areas.

This option would support the continuation of current educational and community activities at the site, while reducing the extent of assets required to be maintained by the leaseholder.

Existing affected tenants (being current occupiers of spaces for educational and community purposes) would remain, however their occupation would need to transition into Council-managed agreements, such as new leases or licences to occupy, on an interim basis until a longer-term decision is made.

**Recommendation Three – Do Not Renew the Lease**

Council could elect not to renew the lease with TPOK.

Under this option, the lease would terminate following the expiry of the current holding over arrangement, and Council would assume responsibility for the site, including building maintenance, compliance, and management.

Existing tenants (being current occupiers of spaces for educational and community purposes) would remain, however their occupation would need to transition into Council-managed agreements, such as new leases or licences to occupy on an interim basis until a longer-term decision is made.

**TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION**

The recommendations are provided to ensure the Kaikohe–Hokianga Community Board is updated and has the relevant information required to make a recommendation to Council on the TPOK lease, including outstanding maintenance and compliance matters.

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

Under the terms of the current lease agreement, TPOK is responsible for all repairs, maintenance, and compliance-related work associated with the buildings located on the site.

Council staff continue to work with TPOK in relation to building maintenance and compliance matters arising from the lease. These discussions include clarifying responsibilities for required works in accordance with the current lease terms.

The 2023 condition assessment identified significant future renewal and maintenance costs across the site, with ongoing maintenance requirements forecast across multiple buildings and site infrastructure over future years.

As the owner of the assets, FNDC may be exposed to financial risk if compliance matters are not addressed. Ongoing non-compliance could result in potential enforcement action, increased liability, or the need for Council to undertake remedial works to ensure the safety of the buildings.

At this stage, no budget has been allocated for Council to undertake remedial or compliance works associated with the buildings, as these responsibilities sit with the leaseholder under the current lease agreement.

Should Council assume responsibility for part or all of the site in the future, further assessment would be required regarding the affordability and prioritisation of renewal works, ongoing operational costs, and compliance-related expenditure.

Council staff will continue to monitor the situation and work with TPOK to assess any potential financial implications should circumstances change or further action be required.

## ĀPITIHINGA / ATTACHMENTS

1. **78 Parnell Street, Rawene - Condition Report 2023 - A5778159** [↓](#) 

**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 level of significance of this proposal is considered low, as determined under Council's Significance and Engagement Policy. The matter relates to a site-specific lease agreement and does not involve a change to Council's strategic assets or result in broader district-wide impacts. While there is local interest from current occupiers and stakeholders, the effects are largely contained within the immediate user group and site.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Relevant legislation and policies include the Reserves Act 1977, Local Government Act 2002, Building Act 2004, FNDC Reserve Management policies, and the terms of the current lease agreement. The matter also aligns with community outcomes relating to community wellbeing, education, and the sustainable management of Council assets.
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 matter is primarily of local relevance to the Kaikohe–Hokianga Ward. The views of the Kaikohe–Hokianga Community Board are being sought through this report and ongoing updates relating to the future management of the site.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.  State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	The site supports educational and community outcomes for the local community, including Māori learners and organisations. TPOK continue to utilise the site for community education and training. Ongoing engagement with TPOK provides an opportunity for Māori perspectives and interests to be considered as discussions regarding the future management of the site continue.
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).	Persons likely to be affected include TPOK's, educational tenants, community users of the site, local residents, and organisations utilising the facilities. Council staff have undertaken site visits and met with the TPOK's Board to discuss operational matters, maintenance issues, and future options for the site. Accessibility deficiencies identified within the condition

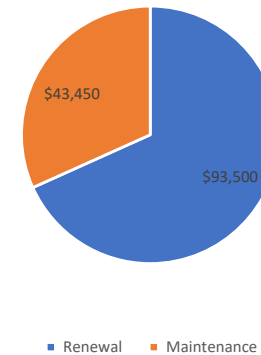
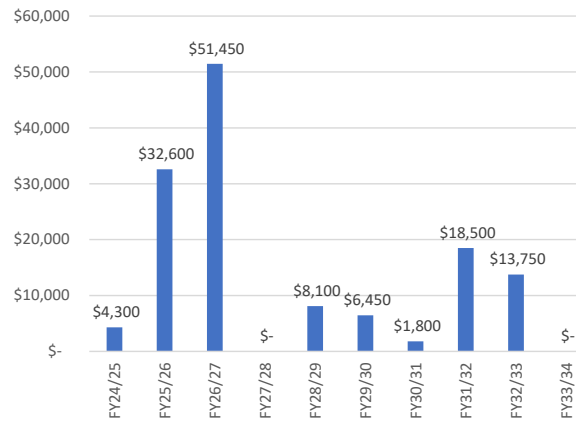
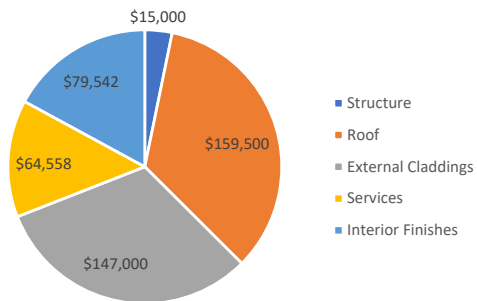
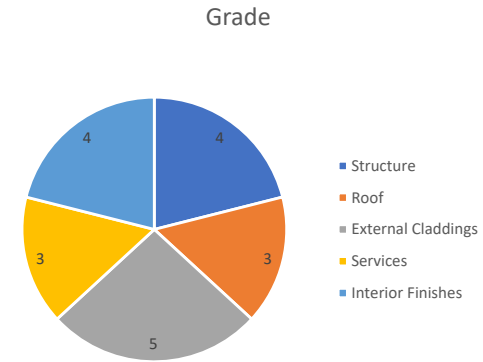
	assessment will also need to be considered as part of future decision making.
State the financial implications and where budgetary provisions have been made to support this decision.	Under the current lease agreement, responsibility for building maintenance and compliance sits with the leaseholder. No budget currently exists for Council to undertake renewal, maintenance, or compliance works associated with the site. Should Council assume responsibility for part or all of the site in the future, further assessment of financial implications and budget requirements would be required.
Chief Financial Officer review.	The potential financial implications associated with the site have been identified within this report. Any future financial considerations or budget requirements will be subject to further assessment and decision-making following consideration by the Kaikohe–Hokianga Community Board and Council. The Chief Financial Officer will be involved as required should future financial commitments or budget considerations arise.



**Property Summary**  
**Te Puna o Kupenuku**



<b>Building</b>	1/11	Reception
<b>Address</b>	78 Parnell Street, Rawene 0473	
<b>DP Identification</b>	Varies see Primary Data	
<b>Constructed Year</b>	circa	1980s
<b>Floor Area m<sup>2</sup></b>	Est	40
<b>Site Area m<sup>2</sup></b>	see site report	
<b>Survey Date</b>	2/08/2023	
<b>Capital Replacement Value</b>	Est \$	140,000
<b>Improvement Value</b>	undiscoverable	
<b>Land Value</b>	varies see site data	
<b>Insured Value</b>	all building \$2,383,638	
<b>Depreciated Replacement Cost</b>	to be evaluated	
<b>Condition Grade Index</b>	3.8	



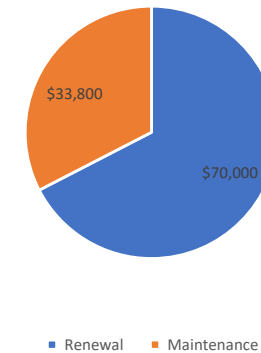
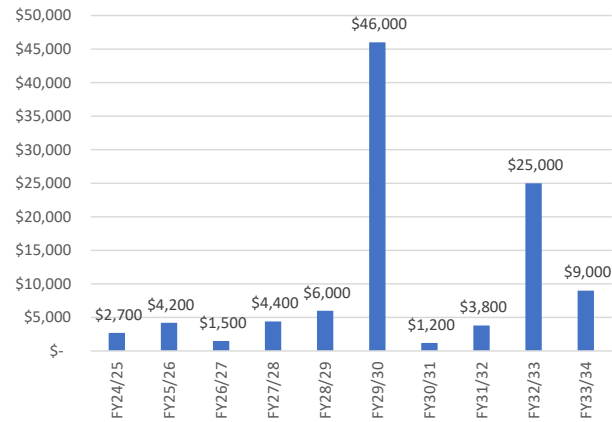
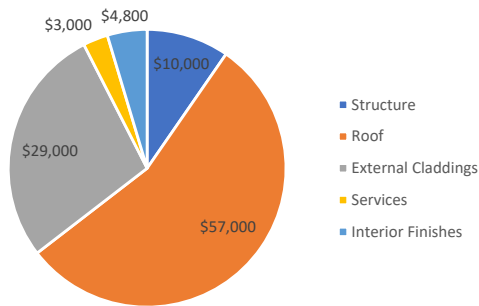
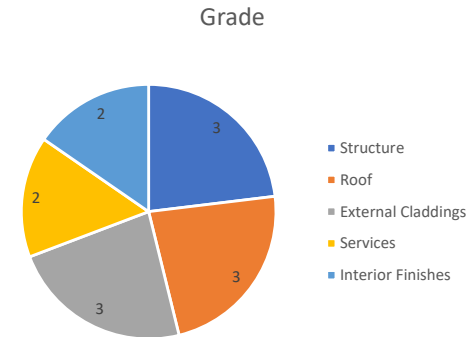
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**Property Summary**  
**Te Puna o Kupenuku**



<b>Building</b>	2/11	Back Office, Mezzanine, Toilets, Kitchen
<b>Address</b>	78 Parnell Street, Rawene 0473	
<b>DP Identification</b>	Varies	
<b>Constructed Year</b>	circa	1980s
<b>Floor Area m<sup>2</sup></b>	68	
<b>Site Area m<sup>2</sup></b>	see site report	
<b>Survey Date</b>	2/08/2023	
<b>Capital Replacement Value</b>	Est \$	205,200
<b>Improvement Value</b>	undiscoverable	
<b>Land Value</b>	varies see site data	
<b>Insured Value</b>	all building	\$2,383,638
<b>Depreciated Replacement Cost</b>	to be evaluated	
<b>Condition Grade Index</b>	2.6	



plot date 18/12/2023

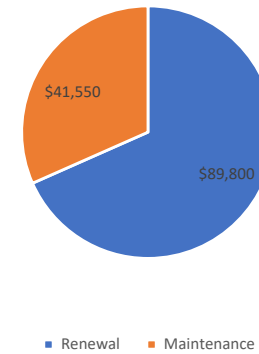
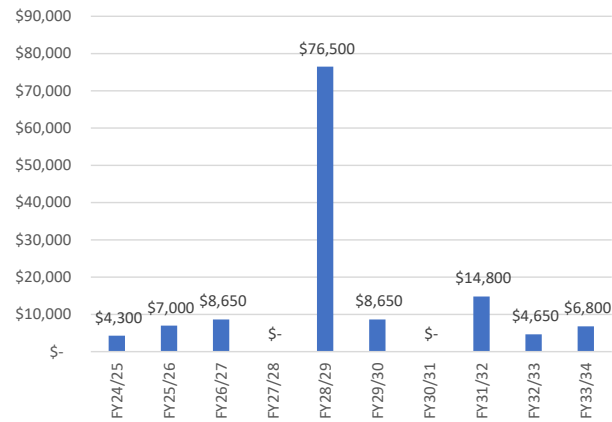
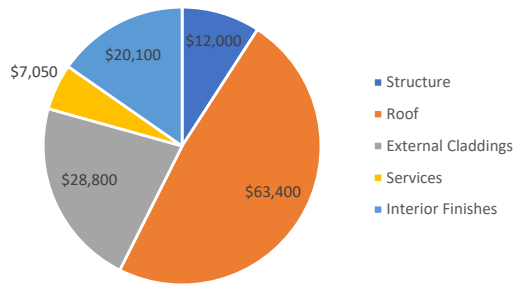
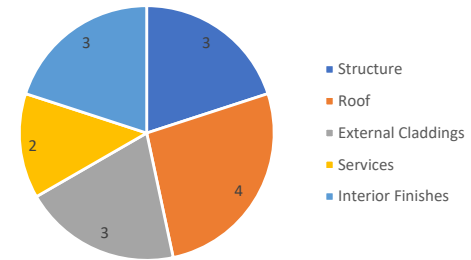


**Property Summary**  
Te Puna o Kupenuku



<b>Building</b>	3/11	Classrooms x 2
<b>Address</b>	78 Parnell Street, Rawene 0473	
<b>DP Identification</b>		Varies
<b>Constructed Year</b>	circa	1980s
<b>Floor Area m<sup>2</sup></b>		158
<b>Site Area m<sup>2</sup></b>		see site report
<b>Survey Date</b>		2/08/2023
<b>Capital Replacement Value</b>	Est	\$ 473,040
<b>Improvement Value</b>		undiscoverable
<b>Land Value</b>		varies see site data
<b>Insured Value</b>	all building	\$2,383,638
<b>Depreciated Replacement Cost</b>		to be evaluated
<b>Condition Grade Index</b>		3

Grade



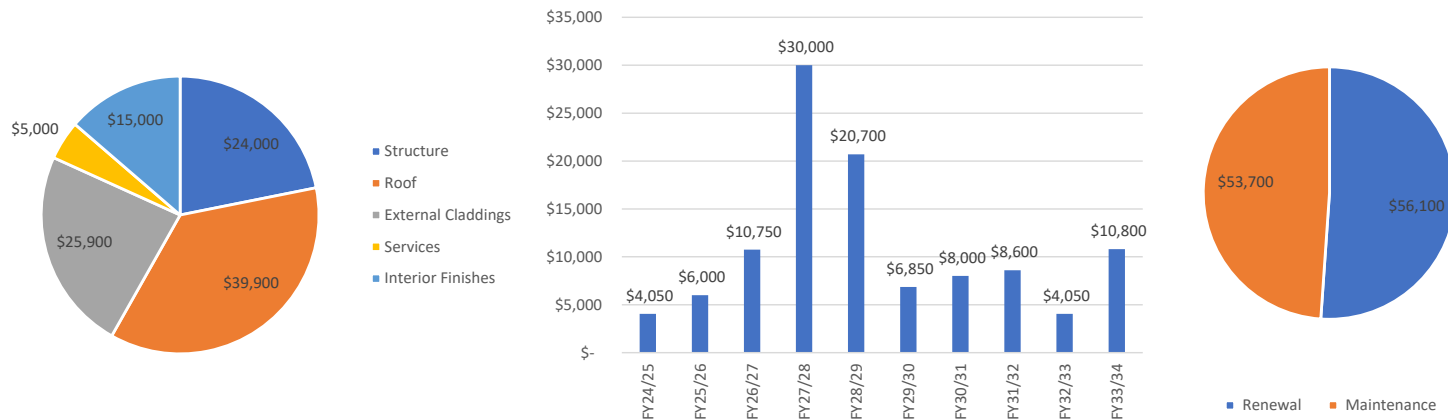
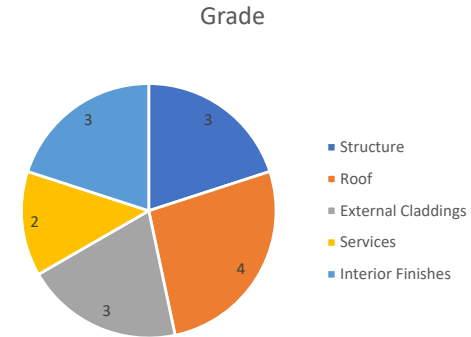
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**Property Summary**  
Te Puna o Kupenuku



<b>Building</b>	4/11	Agriculture
<b>Address</b>	78 Parnell Street, Rawene 0473	
<b>DP Identification</b>		Varies
<b>Constructed Year</b>	circa	1980s
<b>Floor Area m<sup>2</sup></b>		86
<b>Site Area m<sup>2</sup></b>		see site report
<b>Survey Date</b>		2/08/2023
<b>Capital Replacement Value</b>	Est \$	259,200
<b>Improvement Value</b>		undiscoverable
<b>Land Value</b>		varies see site data
<b>Insured Value</b>	all building	\$2,383,638
<b>Depreciated Replacement Cost</b>		to be evaluated
<b>Condition Grade Index</b>		3



plot date 18/12/2023

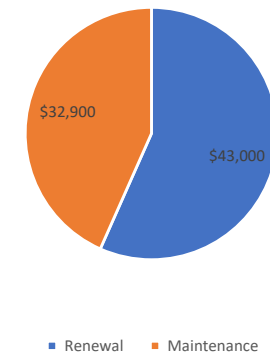
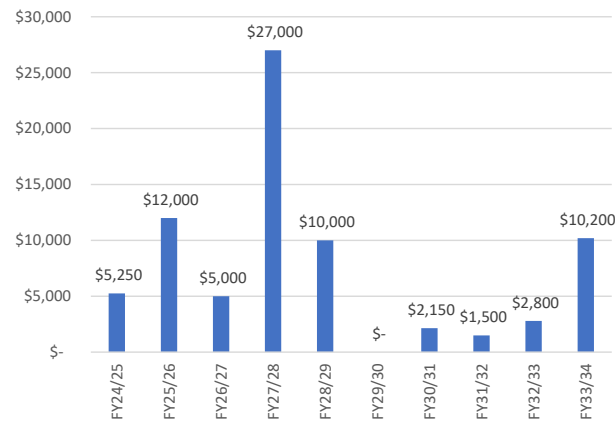
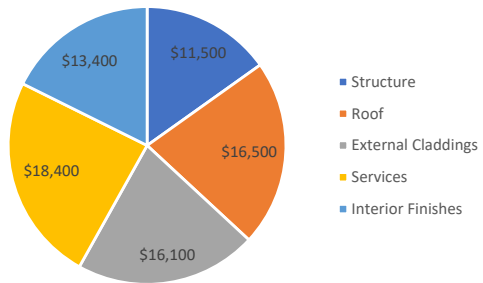
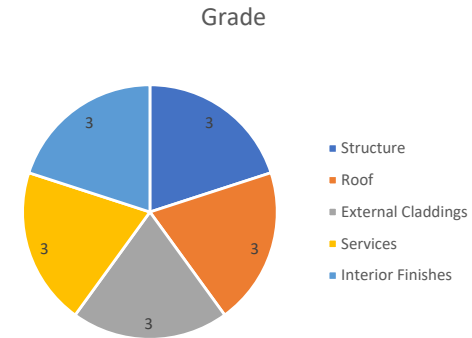
Page 4



**Property Summary**  
Te Puna o Kupenuku



<b>Building</b>	5/11	Toilets
<b>Address</b>	78 Parnell Street, Rawene 0473	
<b>DP Identification</b>		Varies
<b>Constructed Year</b>	circa	1980s
<b>Floor Area m<sup>2</sup></b>		25
<b>Site Area m<sup>2</sup></b>		see site report
<b>Survey Date</b>		2/08/2023
<b>Capital Replacement Value</b>	Est \$	94,772
<b>Improvement Value</b>		undiscoverable
<b>Land Value</b>		varies see site data
<b>Insured Value</b>	all building	\$2,383,638
<b>Depreciated Replacement Cost</b>		to be evaluated
<b>Condition Grade Index</b>		3



plot date 18/12/2023

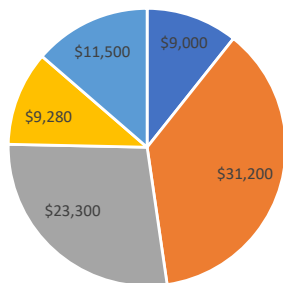
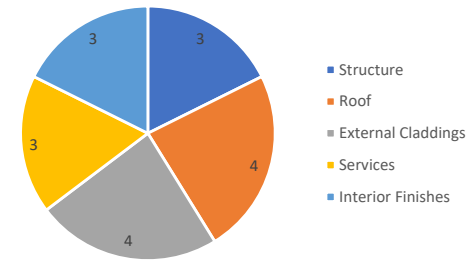


**Property Summary**  
**Te Puna o Kupenuku**

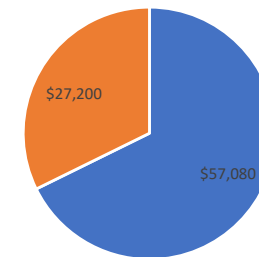
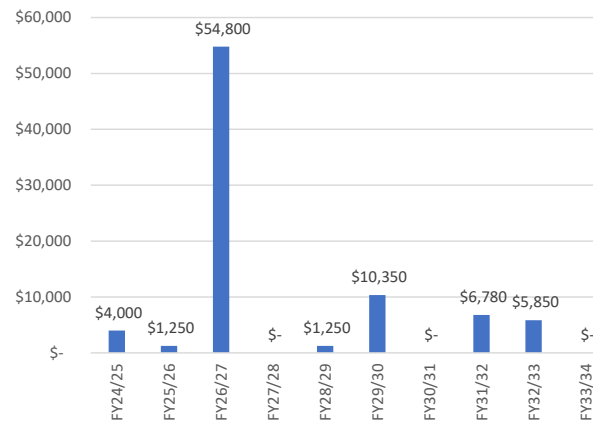


<b>Building</b>	6/11	Open Workshop/Storage
<b>Address</b>	78 Parnell Street, Rawene 0473	
<b>DP Identification</b>		Varies
<b>Constructed Year</b>	circa	1980s
<b>Floor Area m<sup>2</sup></b>		86
<b>Site Area m<sup>2</sup></b>		see site report
<b>Survey Date</b>		2/08/2023
<b>Capital Replacement Value</b>	Est \$	258,720
<b>Improvement Value</b>		undiscoverable
<b>Land Value</b>		varies see site data
<b>Insured Value</b>	all building	\$2,383,638
<b>Depreciated Replacement Cost</b>		to be evaluated
<b>Condition Grade Index</b>		3

Grade



- Structure
- Roof
- External Claddings
- Services
- Interior Finishes



- Renewal
- Maintenance



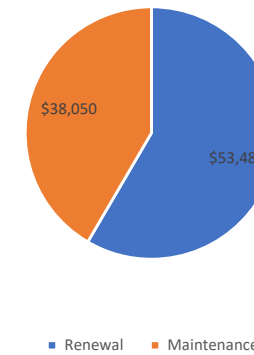
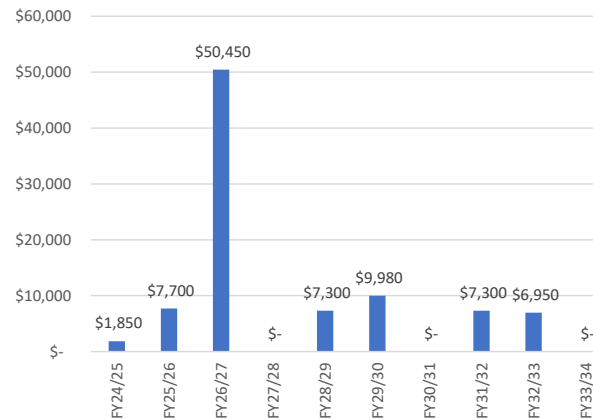
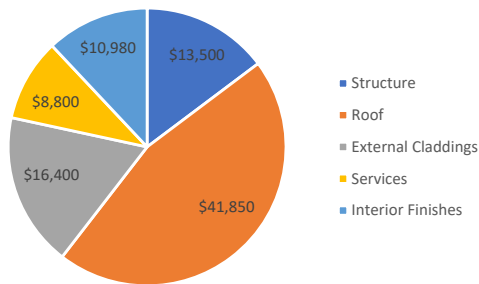
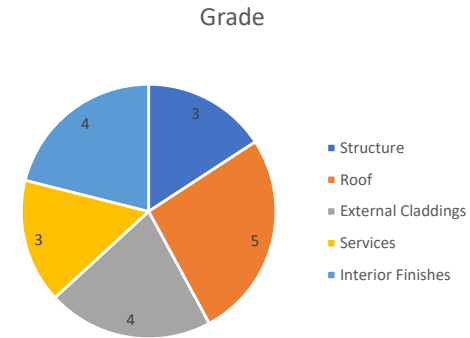
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**Property Summary**  
**Te Puna o Kupenuku**



<b>Building</b>	7/11	Meeting/Kitchen
<b>Address</b>	78 Parnell Street, Rawene 0473	
<b>DP Identification</b>		Varies
<b>Constructed Year</b>	circa	1990s
<b>Floor Area m<sup>2</sup></b>		117
<b>Site Area m<sup>2</sup></b>		see site report
<b>Survey Date</b>		2/08/2023
<b>Capital Replacement Value</b>	Est \$	351,000
<b>Improvement Value</b>		undiscoverable
<b>Land Value</b>		varies see site data
<b>Insured Value</b>	all building	\$2,383,638
<b>Depreciated Replacement Cost</b>		to be evaluated
<b>Condition Grade Index</b>		3.8



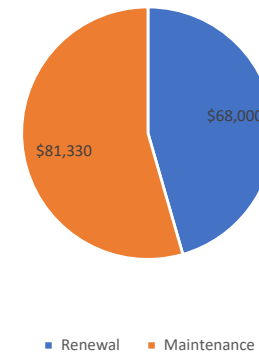
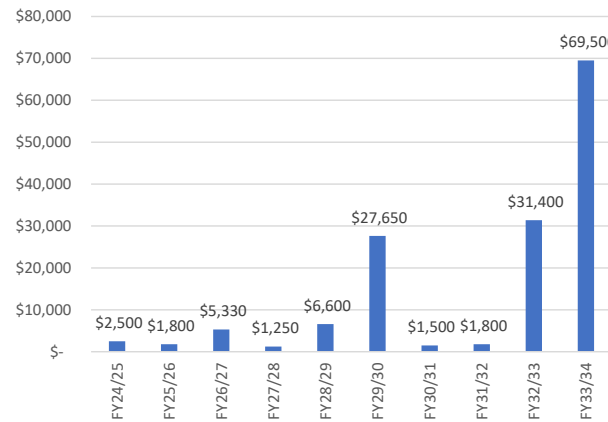
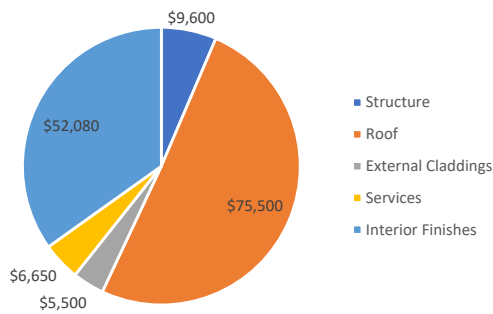
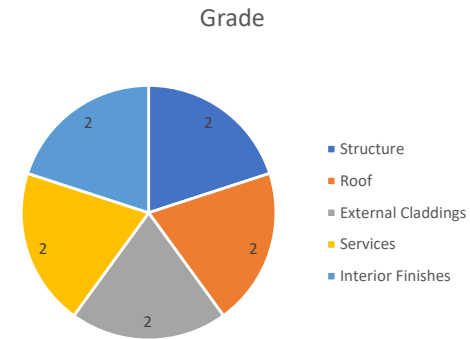
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**Property Summary**  
**Te Puna o Kupenuku**



<b>Building</b>	8/11	The Barn - Meeting, Classrooms, Office
<b>Address</b>	78 Parnell Street, Rawene 0473	
<b>DP Identification</b>	Varies	
<b>Constructed Year</b>	circa	2000s
<b>Floor Area m<sup>2</sup></b>	297	
<b>Site Area m<sup>2</sup></b>	see site report	
<b>Survey Date</b>	2/08/2023	
<b>Capital Replacement Value</b>	Est \$	890,190
<b>Improvement Value</b>	undiscoverable	
<b>Land Value</b>	varies see site data	
<b>Insured Value</b>	all building \$2,383,638	
<b>Depreciated Replacement Cost</b>	to be evaluated	
<b>Condition Grade Index</b>	2	



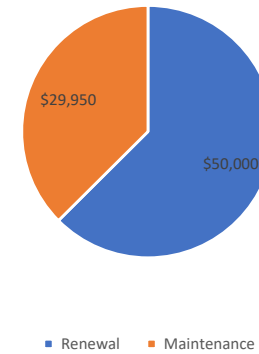
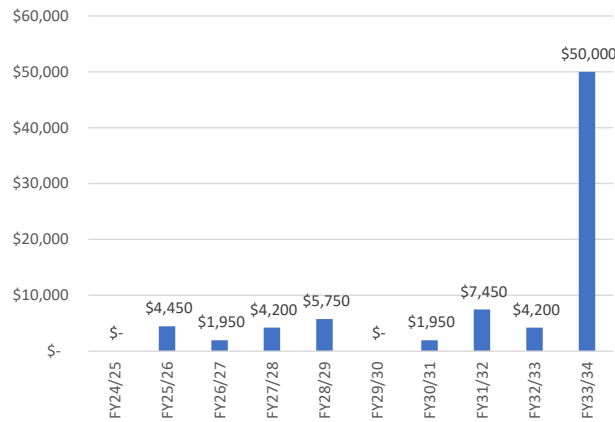
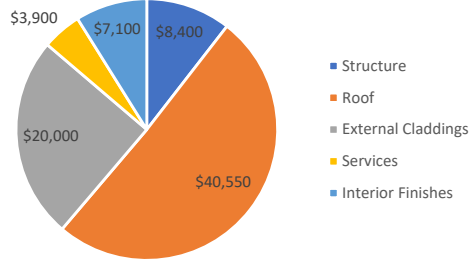
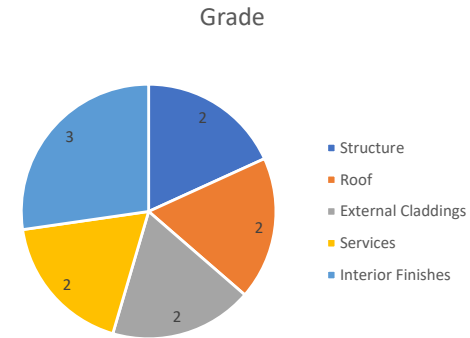
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**Property Summary**  
**Te Puna o Kupenuku**



<b>Building</b>	9/11	The Music Room - Recording Studio
<b>Address</b>	78 Parnell Street, Rawene 0473	
<b>DP Identification</b>	Varies	
<b>Constructed Year</b>	circa	2000s
<b>Floor Area m<sup>2</sup></b>	63	
<b>Site Area m<sup>2</sup></b>	see site report	
<b>Survey Date</b>	2/08/2023	
<b>Capital Replacement Value</b>	Est \$	189,000
<b>Improvement Value</b>	<i>undiscoverable</i>	
<b>Land Value</b>	varies see site data	
<b>Insured Value</b>	all building	\$2,383,638
<b>Depreciated Replacement Cost</b>	to be evaluated	
<b>Condition Grade Index</b>	2.2	



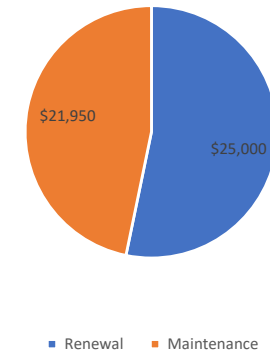
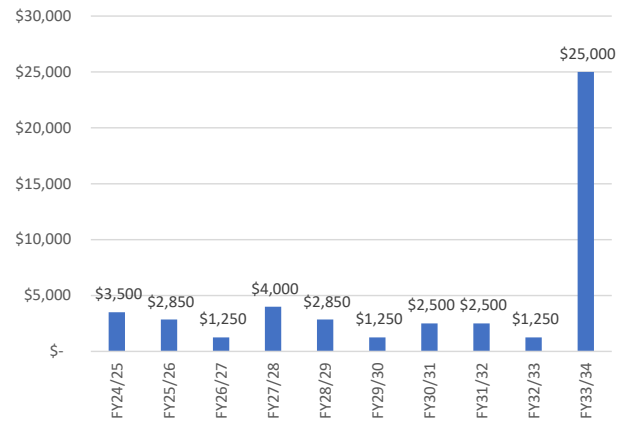
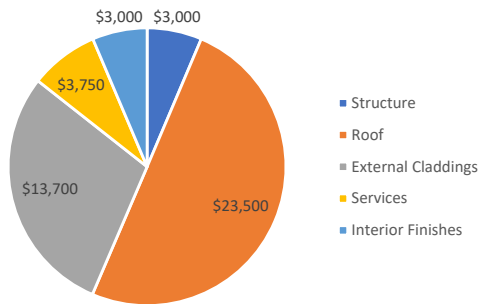
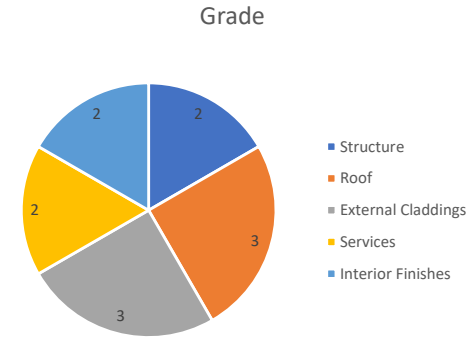
plot date 18/12/2023



**Property Summary**  
**Te Puna o Kupenuku**



<b>Building</b>	10/11	Agricultural Work Building
<b>Address</b>	78 Parnell Street, Rawene 0473	
<b>DP Identification</b>		Varies
<b>Constructed Year</b>	circa	2000s
<b>Floor Area m<sup>2</sup></b>		54
<b>Site Area m<sup>2</sup></b>		see site report
<b>Survey Date</b>		2/08/2023
<b>Capital Replacement Value</b>	Est \$	162,000
<b>Improvement Value</b>		undiscoverable
<b>Land Value</b>		varies see site data
<b>Insured Value</b>	all building	\$2,383,638
<b>Depreciated Replacement Cost</b>		to be evaluated
<b>Condition Grade Index</b>		2.4



plot date 18/12/2023

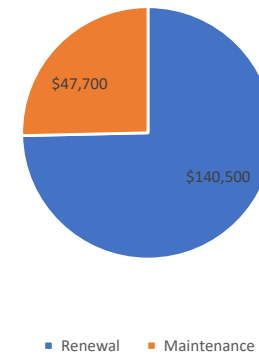
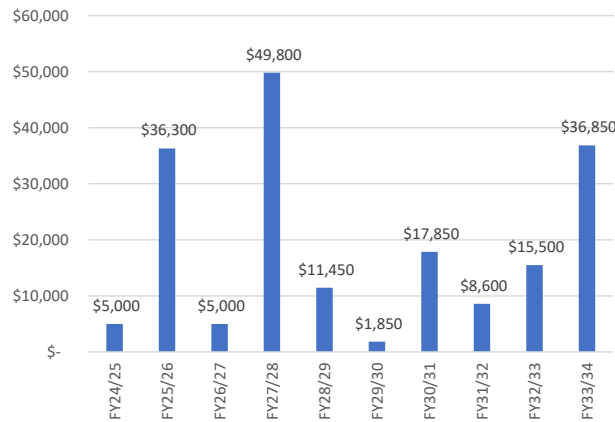
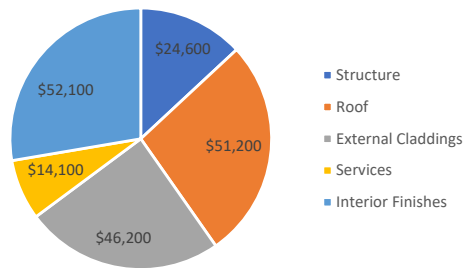
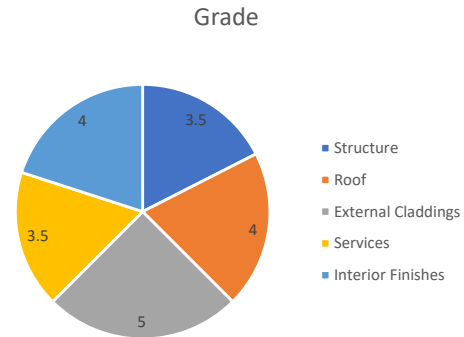
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**Property Summary**  
Te Puna o Kupenuku



<b>Building</b>	11/11	Workshop/Classrooms
<b>Address</b>	78 Parnell Street, Rawene 0473	
<b>DP Identification</b>		Varies
<b>Constructed Year</b>	circa	1990s
<b>Floor Area m<sup>2</sup></b>		138
<b>Site Area m<sup>2</sup></b>		see site report
<b>Survey Date</b>		2/08/2023
<b>Capital Replacement Value</b>	Est \$	412,800
<b>Improvement Value</b>		undiscoverable
<b>Land Value</b>		varies see site data
<b>Insured Value</b>	all building	\$2,383,638
<b>Depreciated Replacement Cost</b>		to be evaluated
<b>Condition Grade Index</b>		4



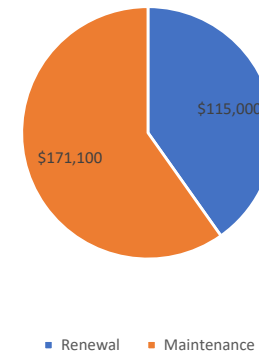
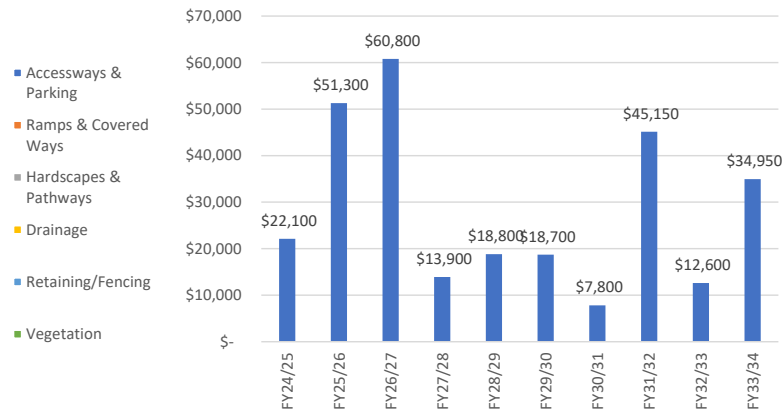
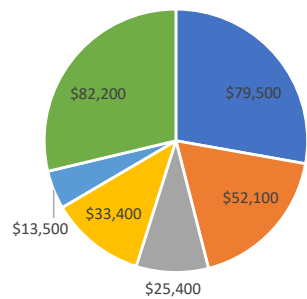
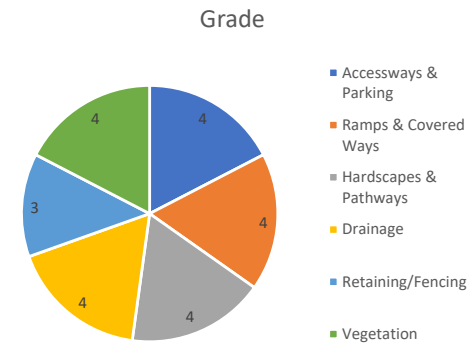
plot date 18/12/2023



**Property Summary**  
Te Puna o Kupenuku



<b>Building</b>	Site
<b>Address</b>	78 Parnell Street, Rawene 0473
<b>DP Identification</b>	Secs 166,165,164,163,162,161,160,159,156,155,154
<b>Constructed Year</b>	N/A
<b>Floor Area m<sup>2</sup></b>	N/A
<b>Site Area m<sup>2</sup></b>	10185
<b>Survey Date</b>	2/08/2023
<b>Capital Replacement Value</b>	
<b>Improvement Value</b>	
<b>Land Value</b>	unavailable - est.@ \$150/m2 \$ 1,530,346
<b>Insured Value</b>	see buildings
<b>Depreciated Replacement Cost</b>	
<b>Condition Grade Index</b>	3.83



plot date 18/12/2023



**78 Parnell Street, Rawene 0473**

**OBSERVATION OVERVIEW**

Building	Building 1	Reception
Building Importance Rating	4	See report rating tables
Access and Mobility *	2	Accessibility adequate
Hazardous Materials		Evaluation of hazardous materials was commissioned 2023, reports are available under separate cover
Fire Safety/Building Compliance	BWOF	current
Observable Risks		Due to type of construction elevation infills to the building require rebuilding to a compliant condition
Maintenance Generally *	4	Clad with board & batten and single skin infill adobe type brick terminating at grade. Building presents as non-complying with need of wall retrofit and overall maintenance

**Critical Maintenance \*\***

Single skin adobe type infill requires compliant resolution



\*\* note - overdue maintenance is not captured in this report unless it is considered a risk to building integrity

\* see rating matrix for condition



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**78 Parnell Street, Rawene 0473**

**OBSERVATION OVERVIEW**

Building	Building 2	Back Office, Mezzanine, Toilets, Kitchen
Building Importance Rating	4	See report rating tables
Access and Mobility *	4	Accessibility deficiencies at door thresholds
Hazardous Materials	Evaluation of hazardous materials was commissioned 2023, reports are available under separate cover	
Fire Safety/Building Compliance	BWOF	current
Observable Risks	None to note	
Maintenance Generally *	3	Clad with board & batten and shadow clad plywood (known to have weathertight & structural deficiencies) Claddings terminate at or behind slabs. West wall claddings deteriorating. Roof nails are lifting

**Critical Maintenance \*\***

Exposed eaves & claddings require damage resolution



Claddings to slab facilitates rot



\*\* note - overdue maintenance is not captured in this report unless it is considered a risk to building integrity

\* see rating matrix for condition



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Roof leaks at wall to rear patio roof



Interior mezzanine unusable due to structural/compliance deficiencies





**78 Parnell Street, Rawene 0473**

**OBSERVATION OVERVIEW**

Building	Building 3	Classrooms x 2
Building Importance Rating	5	See report rating tables
Access and Mobility *	2	Accessibility deficiencies
Hazardous Materials	Evaluation of hazardous materials was commissioned 2023, reports are available under separate cover	
Fire Safety/Building Compliance	BWOF	current
Observable Risks	Rubbings corroded through in places. Decks and ramps require maintenance & rebuild in places	
Maintenance Generally *	3	West elevations require maintenance. Clean gutters. Nails lifting to roof . Roof requires recoating.

**Critical Maintenance \*\***

Ramp/deck damage



Lifting roof nails and degraded roof finish



\*\* note - overdue maintenance is not captured in this report unless it is considered a risk to building integrity

\* see rating matrix for condition



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**78 Parnell Street, Rawene 0473**

**OBSERVATION OVERVIEW**

Building	Building 4	Classroom x 1
Building Importance Rating	5	See report rating tables
Access and Mobility *	2	Accessibility deficiencies - ramp to boundary terminates above grade
Hazardous Materials	Evaluation of hazardous materials was commissioned 2023, reports are available under separate cover	
Fire Safety/Building Compliance	BWOF	current
Observable Risks	Risk of claddings corroded through in places. Decks and ramps require maintenance	
Maintenance Generally *	3	

**Critical Maintenance \*\***

Lifting roof nails and degraded roof finish



\*\* note - overdue maintenance is not captured in this report unless it is considered a risk to building integrity

\* see rating matrix for condition



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**78 Parnell Street, Rawene 0473**

**OBSERVATION OVERVIEW**

Building	Building 5	Toilets
Building Importance Rating	4	See report rating tables
Access and Mobility *	5	Not accessible (there are other accessible toilets)
Hazardous Materials	Evaluation of hazardous materials was commissioned 2023, reports are available under separate cover	
Fire Safety/Building Compliance	BWOF	current
Observable Risks	See comments below relating to foundations	
Maintenance Generally *	3	Requires maintenance to exterior to avoid damage to structural integrity

**Critical Maintenance \*\***

Foundations subject to ground water washout - recommend rerouting ground water runoff away from foundations



\*\* note - overdue maintenance is not captured in this report unless it is considered a risk to building integrity

\* see rating matrix for condition



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**78 Parnell Street, Rawene 0473**

**OBSERVATION OVERVIEW**

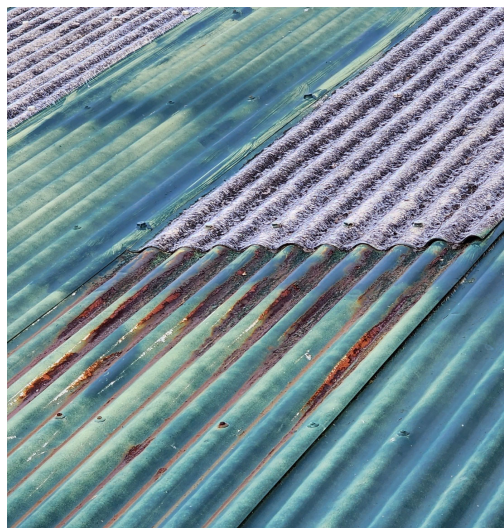
Building	Building 6	Open Workshop/Storage
Building Importance Rating	1	See report rating tables
Access and Mobility *	2	Minor accessibility deficiencies
Hazardous Materials	Evaluation of hazardous materials was commissioned 2023, reports are available under separate cover	
Fire Safety/Building Compliance	BWOF	current
Observable Risks		
Maintenance Generally *	3	Building requires heavy maintenance to roof and wall claddings.

**Critical Maintenance \*\***

Deficient & non complying wall claddings



Roof cladding corroded through



\*\* note - overdue maintenance is not captured in this report unless it is considered a risk to building integrity

\* see rating matrix for condition



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**78 Parnell Street, Rawene 0473**

**OBSERVATION OVERVIEW**

Building	Building 7	Meeting/Kitchen
Building Importance Rating	4	See report rating tables
Access and Mobility *	2	Minor accessibility deficiencies (thresholds)
Hazardous Materials	Evaluation of hazardous materials was commissioned 2023, reports are available under separate cover	
Fire Safety/Building Compliance	BWOF	current
Observable Risks		See comments below
Maintenance Generally *	3	Requires maintenance to exterior roof (lifting in places) and wall claddings to avoid damage to structure

**Critical Maintenance \*\***

Damaged gutters



Floor structure touching grade



Fire risk - materials stored under building



\*\* note - overdue maintenance is not captured in this report unless it is considered a risk to building integrity

\* see rating matrix for condition



**78 Parnell Street, Rawene 0473**

**OBSERVATION OVERVIEW**

Building	Building 8	The Barn - Meeting,Classrooms,Office
Building Importance Rating	4	See report rating tables
Access and Mobility *	1	
Hazardous Materials	Hazardous materials was commissioned 2023, reports are available under separate cover	
Fire Safety/Building Compliance	BWOF	current
Observable Risks		None to note
Maintenance Generally *	2	Exposed electrical box at rear of building. Gutters require cleaning.

**Critical Maintenance \*\***

Damaged down spouts - recommend bollard protection



Broken glass to door



\*\* note - overdue maintenance is not captured in this report unless it is considered a risk to building integrity

\* see rating matrix for condition



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**78 Parnell Street, Rawene 0473**

**OBSERVATION OVERVIEW**

Building	Building 9	The Music Room - Recording Studio
Building Importance Rating	4	See report rating tables
Access and Mobility *	3	Accessibility deficiencies (pathway/thresholds)
Hazardous Materials	Evaluation of hazardous materials was commissioned 2023, reports are available under separate cover	
Fire Safety/Building Compliance	BWOF	current
Observable Risks		None to note
Maintenance Generally *	2	Some staining to ceiling tiles - uncertain if roof has been repaired. Down spouts discharge to grade at building slab risk damage to structure - resolve incompetent drainage

**Critical Maintenance \*\***

Clear vegetation away from building



\*\* note - overdue maintenance is not captured in this report unless it is considered a risk to building integrity

\* see rating matrix for condition



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**78 Parnell Street, Rawene 0473**

**OBSERVATION OVERVIEW**

Building	Building 10	Agricultural Work Building
Building Importance Rating	2	See report rating tables
Access and Mobility *	1	
Hazardous Materials	Evaluation of hazardous materials was commissioned 2023, reports are available under separate cover	
Fire Safety/Building Compliance	BWOF	current
Observable Risks		None to note
Maintenance Generally *	3	Minor roof leaks

**Critical Maintenance \*\***

None to note

*\*\* note - overdue maintenance is not captured in this report unless it is considered a risk to building integrity*

*\* see rating matrix for condition*



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**78 Parnell Street, Rawene 0473**

**OBSERVATION OVERVIEW**

Building	Building 11	Workshop/Classrooms
Building Importance Rating	2	See report rating tables
Access and Mobility *	5	Non-complying
Hazardous Materials	Evaluation of hazardous materials was commissioned 2023, reports are available under separate cover	
Fire Safety/Building Compliance	BWOF	current
Observable Risks	None to note	
Maintenance Generally *	4	Non compliant infill structure under lean-to roof. Plywood wall claddings lifting and degrading - require replacement. Corrugate claddings rusting/lifting fixings. Water egress & structural damage. Overgrown to building & hardscape.

**Critical Maintenance \*\***

Water egress & structural damage



Non-complying plywood & corrugate infill panels



\*\* note - overdue maintenance is not captured in this report unless it is considered a risk to building integrity

\* see rating matrix for condition

Clear vegetation away from building



Overgrowth and damaged/non-compliant plywood claddings





**78 Parnell Street, Rawene 0473**

**OBSERVATION OVERVIEW**

Site	Grade	
Building Importance Rating	-	
Access and Mobility *	3	No designated accessible parking, some deficiencies to slabs and walkways
Hazardous Materials		Evaluation of hazardous materials was commissioned 2023, reports are available under separate cover
Fire Safety/Building Compliance	-	
Observable Risks		None to note
Maintenance Generally *	3	

**Site Condition Overview**

<b>Accessways &amp; Parking</b>	3	Vehicle access is generally metalled requiring maintenance. Steps lower building 11 requires maintenance
<b>Covered Ways</b>	3	Covered ways require maintenance - some roofs are corroded through & leaking
<b>Hardscapes</b>	3	Several unconnected slabs and walkways in varying condition
<b>Drainage</b>	3	Some site drainage is operable requiring maintenance
<b>Retaining/Fencing</b>	3	Perimeter fencing varies requiring maintenance
<b>Vegetation</b>	3	Site vegetation varies from areas of mowed grass to severely neglected overgrowth impinging on buildings



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## 7.2 CHAIRPERSON AND MEMBERS REPORTS

**File Number:** A5528235

**Author:** Melissa Wood, Community Board Coordinator

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

### TE TAKE PŪRONGO / PURPOSE OF THE REPORT

The report provides feedback to the community on matters of interest or concern to the Community Board.

#### NGĀ TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board note the July 2026 member reports from KHCB Chair McVeagh and Member Orme.**

### TE TĀHUHU KŌRERO / BACKGROUND

The Local Government Act 2002 Part 4 Section 52 states that the role of a Community Board is to represent, and act as an advocate for the interests of its community.

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

Community Boards are required to consider and report on any matters of concern or interest to the Community Board, maintain an overview of services provided to the community and communicate with community organisations and special interest groups within the community.

The reports from the Chairperson and Members provide information to community on these requirements. They also provide Request for Service (RFS) information on issues of interest or concern to the Community Board, providing a reference for further enquiry on the progress of the matters raised. The report from the Chairperson and members are attached.

Resource Consents have been emailed to community board members. Members have five days to send feedback in relation to a resource consent. Members will be expected to include these details in their member reports going forward.

### REASON FOR THE RECOMMENDATION

The reason for the recommendation is to provide information to the Community on the work that has been undertaken by the Chairperson and Members on its behalf.

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

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

### NGĀ ĀPITIHINGA / ATTACHMENTS

1. KHCB Chair McVeagh report July 2026 - A5817602  
2. KHCB Member Orme report July 2026 - A5817532  

## KHCB Member's Report

Name: Jessie McVeagh

Subdivision: South Hokianga

Date: 9.6.26

### Meetings Attended

Date	Meeting	Comments
20 <sup>th</sup> May	Extraordinary Meeting Council	Northland Water Ltd
20 <sup>th</sup> May	Housing for the Elderly	Discussion on report for Elderly housing
25 <sup>th</sup> May	Site visit Freese Park, Waimamaku	Drainage and Freese Park Waimamaku Public Toilet options
27 <sup>th</sup> May	Combined Community Board Meeting	Accords between Community Boards and Council
28 <sup>th</sup> May	Council Meeting	
29 <sup>th</sup> May	Proposed District Plan	Online hui for CB Chairs
3 <sup>rd</sup> June	KHCB Monthly Meeting	Public Forum, Funding allocations, reports received, Top Energy Report, Current Kaikohe Library future use.

### Community Issues

Issue name	Comment
Impact of increasing storms and extreme weather events	Stormwater, drainage, flooding, landslides, access to homes, damaged water supplies, damaged roads are becoming more frequent and more widespread.
Kokohuia Rd	Ongoing concern re potential slip/s and drainage. *next steps?
Facilities for Taitamariki	Ideas and issues from various community groups. *some of these aspirations have been prioritised in KHCB DRAFT Strategic Plan
Pioneer Walk beach access	Stormwater works, Chamber, beach access, reserve. Beautification and beach access worked through with locals and residents. *update : the design is being re-worked with landowners.

Vegetation control on roadsides, footpaths	Contracts are being worked through for roadsides and footpaths in the townships of Rawene and Opononi Omapere, in particular Hokianga Harbour Drive. RFS are required between now and July 1 <sup>st</sup> when the new contract starts.
Wharekawa/ Opara/ Mountain and Wekaweka roads	Level of maintenance of roads. Confirm where the FNDC road ends on Mountain Rd and Wekaweka rd. * Updates on official road end?
Wastewater systems in Hokianga	High level of hapu and community concern, continued efforts by hapu and community to remove all human waste from Hokianga waters. Electrocoagulation system has been commissioned for Rawene WWTP.
Housing, Elderly housing, people living in vehicles	Housing is an ongoing concern for our community. Increasing number of people are living in vehicles in public parking spaces, sometimes with antisocial behaviour. General concern for the future of elderly housing.
Coastal erosion, Omapere and Opononi	Coastal erosion continues to put FNDC wastewater, water and roading infrastructure at risk, as well as creating ongoing problems for beach access. These issues are likely to be captured in the climate adaptation planning.
Footpath for Koutu, Freese Park, Horeke and Panguru	Designs for these new footpaths are underway.
Dust suppression	Near all marae and Kohanga reo on unsealed roads; esp. Otaua and Waimamaku
Access to all roads during storm and heavy rain events	SHW 12 at Taheke and Waimamaku, both ends of Omanaia road * Te Piiti Marae on Omanaia rd is a Civil Defence point but access is difficult due to flooding.
Parking in Opononi Omapere	In summer numerous vehicles with boat trailers take up most of the parking near Opononi and Freese Park, creating safety concerns by parking over the footpaths, narrowing the road in places, and inconvenience for locals, esp. elderly and whaikaha, children to access the shops and beach. *discussion underway for parking time limits and monitoring.
Traffic calming	Hokianga Harbour Drive, Freese Park road. Waima SHW 12 change to speed limit outside Waima Kura entrance.
Public Toilets	Lack of public toilet in Mangamuka and Waimamaku. Faulty flush system and condition Freese Park public toilet. Petition received from

	Waimamaku business owners and locals asking for a public toilet. *I met with Waimamaku business owners and FNDC staff to discuss options.
Use of coastal area Opononi Omapere	Reserves have bollards cut, rocks moved to enable vehicles onto picnic area, whanau spaces, beach. Discussion on proposals for how beaches and reserves are used, what activities are/are not supported by the hapu and community.
Dog control	Dangerous and wandering dogs, attacks, perceived lack of FNDC response to calls. New policies are being developed for dog control.

### Requests for Service (RFS)

RFS number	Date	Comment
	2.6.26	Water connection Rawene WWTP
	4.6.26	Hokianga RSA enquiry
RFS 4302739 4301960	5.6.26	Bridge and road subsidence near end of Wekaweka rd, causing flood risk to homes, potential cutting off access for residents.
4300035	10.5.26	Support for member of the public for RFS re maintenance required for Rawene Public Toilet Clendon Esp.
4295356	6.4.26	Flood damage Kokohuia rd.
4283060	9.3.26	De Thierry Street, Rawene. Pump Station, spraying by no spray sign
4290623	2.3.26	Marmon Road berm mowing. Drains were cleared.
4199835	2.3.26	Freese Park Road footpath and traffic calming
4280712, 4279991,	25.2.26	Koutu Loop Rd, Rawene Road, and Parnell st Rawene, roading
4271283, 4272291, 4277467, 4285342	3.10.25 26.1.26	Flooding from Kokohuia Rd into garage, road maintenance, Elected Member Support Concerns re potential slips above the road and homes, whose responsibility is it to seek engineer report? * update requested.
RFS 4277188	14.11.25	Elected Member Support Duddy's road hole in road surface *Scheduled for replacement in Feb 2026. Update?

4272447, 4269818	30.10.25	Elected Member Support Pioneer Walk Stormwater works, Chamber, beach access. *update; redesign with landowners
4278630	24.11.25	Bollard removed at Freese Park. This seems to have been removed again. *Staff are following up.
4285670	29.1.26	Boat trailer and vehicle parking in Opononi and Omapere creating hazards and frustration in community.
4285977 4285986	29.1.26	Current contracts for vegetation control on footpaths in Rawene, Opononi and Omapere (esp. Hokianga Harbour Drive). These areas require RFS to be maintained between now and July 1 <sup>st</sup> new contract.

### **Other Issues**

- \*Public concern of impact of new Waters CCO, potential Unitary Authority.
- \*Possibility for FNDC to support water tanks to homes; potential bulk purchasing and pay off via rates.
- \* Rawene Campus lease.
- \*How FNDC might support local employment, business and education.
- \*Positive feedback on the new Kaikohe Library and Civic Hub 'Te Ata Haere', a beautiful place that will uplift our town, serve many groups and generations, and bring in people to spend time and money in Kaikohe.
- \*Discussion on new uses for 'Old Library' building and space.

## KHCB Member's Report

**Name:** Denis Orme

**Subdivision:** South Hokianga

**Date:** 5 June 2026

### Meetings Attended

Date	Meeting	Comments
3-6-26	Community Board	
19-5-2026	Ratepayers Association	

### Community Issues

Issue name	Comment
Sealing the bottom of Kokohuia Road, Omapere	<p>In my view, significant public funds have been spent over many years on the lower section of Kokohuia Road, yet the underlying issues remain unresolved. Material continues to wash down the road, entering the stormwater system, ultimately blocking the outlets and creating issues for residents and users of the road.</p> <p>I am unable to accept the explanation provided to date.</p> <p>While I acknowledge that projects are often reprioritised in response to changing funding constraints, it is my opinion that leaving this issue unaddressed for over a decade is unacceptable.</p> <p>I have requested the ongoing maintenance issue / gravel wash be addressed and that tar sealing be planned into near future work programme. Waiting on response.</p>

### Requests for Service (RFS)

RFS number	Date	Comment
4303779	4-6-2026	Loose gravel on the carriageway at 210 Hokianga Harbour Drive has been reported as a road safety hazard, with vehicles needing to swerve to avoid it. Some material has been partially cleared by residents, however the issue remains following a recent rain event.

		Inspection and remediation are requested, with interim traffic management requested to improve safety.
4302844	4-6-2026	6 Kokohuia Road, Omapere. Metal scattered right across the road
Not provided	4-6-2026	10 – 65 Kokohuia Road. The road needs regrading and new metal applied..... most metal on the road flushed down the drain due to rain.
NZTA	5-6-2026	Dangerous metal on road western lane outside 205 Hokianga Harbour Drive Omapere.
4295499		Blocked drain – carpark outside i-SITE, 29 Hokianga Harbour Drive, Opononi. A blocked drain in the carpark is contributing to rainwater runoff that flows onto State Highway 12 during wet weather, creating potential flooding issues. Asset ownership is outside of FNDC and I have requested coordination with the relevant parties to ensure the matter is addressed.

### **Other Issues**

Information only: I have contacted the office of the Hon Ms Willow-Jean Prime; Shane Jones & Grant McCullum and the other parties inviting them to make a presentation to South Hokianga community (perhaps at the Opononi Memorial Hall) as part of their election campaigns. To date I have received an initial acknowledgement from Ms. Willow-Jean's office, and from Grant McCallum.

The meeting format could be candidate short presentations, and then Q&A

I am sure they would have their own discussion points – for us these may include;

- essential services (medical care and ambulance coverage),
- public safety – crime reduction
- infrastructure
- community amenities, and
- economic development/tourism with “Hokianga a destination of choice”

I'm waiting for responses from all so we can set a date.

---

2-6-2026 - submitted

Under the Local Government Official Information and Meetings Act 1987 please provide the following information which is required to be kept by the Manager Funding Services-Democracy:

Please provide the total amount of funding to each of the following areas over the last three years from the Pride of Place, and Community Grant Fund:

Kaikohe; Ohaewai; Rawene; Horeke; Waimamku; Whirinaki; Opononi/Omapere

Kaikohe-Hokianga Community Board Member Orme Report July 2026

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### 7.3 ELECTED MEMBERS CODE OF CONDUCT

**File Number:** A5766284

**Author:** Marysa Maheno, Democracy Advisor

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

#### PURPOSE OF THE REPORT

To enable the Kaikohe-Hokianga Community Board to adopt a Code of Conduct for members.

#### EXECUTIVE SUMMARY

- Local Authorities are required to adopt a code of conduct for its members.
- While Community Boards are not required to adopt a code of conduct, they have the option to do so.
- The attached code of conduct has been developed by LGNZ, specifically for community boards.

#### RECOMMENDATION

**That the Kaikohe-Hokianga Community Board adopt the Kaikohe-Hokianga Community Board Code of Conduct.**

#### 1) BACKGROUND

The Local Government Act 2002 states that a Local Government Authority's Code of Conduct must set out understandings and expectations adopted by the local authority about the manner in which members may conduct themselves while acting in their capacity as members, including:

1. behaviour toward one another, staff, and the public; and
2. disclosure of information, including (but not limited to) the provision of any document, to elected members that:
  - a. is received by, or is in the possession of, an elected member in his or her capacity as an elected member; and
  - b. relates to the ability of the local authority to give effect to any provision of this Act; and
3. a general explanation of:
  - a. the Local Government Official Information and Meetings Act 1987; and
  - b. any other enactment or rule of law applicable to members.

Local Government New Zealand has updated the 2016 Code of Conduct which had been adopted by the Bay of Islands-Whangaroa Community Board in 2020. The main update to the Code of Conduct is the addition of a section on social media and has a new process for dealing with trivial, minor and frivolous complaints found on page 3 of the attachment.

#### 2) DISCUSSION AND OPTIONS

As Local Government leaders, Local Government New Zealand prepare a best practise code of conduct for elected members. The Far North District Council Elected Members Code of Conduct was reviewed to align with best practise but was previously adopted for the specific interests of the Far North.

Council is required by the Local Government Act 2002 to have a code of conduct and, if a new code of conduct is not adopted, the current one will stand.

The Act does not allow for an authority to revoke a Code of Conduct but it does allow for amendments or replacements to be made by resolution with not less than 75% of members present and in support. A member of a local authority must comply with the code of conduct of that local authority.

**Reason for the recommendation**

This report is for information purposes only.

**3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION**

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

**ATTACHMENTS**

1. **Code of Conduct - A5766413** [↓](#) 

**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>Compliance requirement</b>	<b>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 matter is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The legislation relevant to an elected member code of conduct is the Local Government Act and Local Government Official Information and Meetings Act 1987.
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.	While Community Boards are not required to comply with an Elected Members Code of Conduct it is recommended that this code applies to those members as well in the interests of good practise.
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.
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 does not have any particular impact any identified 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 provision.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.



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

HE ARA TĀMATA  
CREATING GREAT PLACES  
*Supporting our people*

## The Kaikohe-Hokianga Community Board Code of Conduct

### 1. INTRODUCTION

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The Code of Conduct (the Code) sets out the standards of behavior expected from community board members in the exercise of their duties. Its purpose is to:

- Enhance the effectiveness of the community board and the provision of good local government of the community;
- Promote effective decision-making and community engagement;
- Enhance the credibility and accountability of the community board to its communities; and
- Develop a culture of mutual trust, respect and tolerance between the members of the community board and between the members and management.

This purpose is given effect through the values, roles, responsibilities and specific behaviors agreed in the code.

### 2. SCOPE

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The Code has been adopted in accordance with clause 15(1) of Schedule 7 of the Local Government Act 2002 (LGA 2002) and applies to all community boards and their members that have agreed to adopt it. The Code is designed to deal with the behaviour of members towards:

- Each other;
- The Chief Executive and staff;
- The media; and
- The general public.

It is also concerned with the disclosure of information that members receive in their capacity as community board members and information which impacts on the ability of the community board to give effect to its statutory responsibilities.

The Code can only be amended (or substituted by a replacement Code) by a vote of at least 75 per cent of members present at a meeting when amendment to the Code is being considered. The Code should be read in conjunction with the Community Board's Standing Orders.

### 3. VALUES

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The Code is designed to give effect to the following values:

1. **Public interest:** members will serve the best interests of the people within their community, district or region and discharge their duties conscientiously, to the best of their ability.
2. **Public trust:** members, in order to foster community confidence and trust in their Council, will work together constructively in an accountable and transparent manner;
3. **Ethical behaviour:** members will act with honesty and integrity at all times and respect the impartiality and integrity of officials;
4. **Objectivity:** members will make decisions on merit; including appointments, awarding contracts, and recommending individuals for rewards or benefits.
5. **Respect for others:** will treat people, including other members, with respect and courtesy, regardless of their race, age, religion, gender, sexual orientation, or disability.
6. **Duty to uphold the law:** members will comply with all legislative requirements applying to their role, abide by the Code of Conduct, and act in accordance with the trust placed in them by the public.
7. **Equitable contribution:** members will take all reasonable steps to fulfil the duties and responsibilities of office, including attending meetings and workshops, preparing for meetings, attending civic events, and participating in relevant training seminars.
8. **Leadership:** members will actively promote and support these principles and ensure they are reflected in the way in which the Council operates, including a regular review and assessment of the Council's collective performance.<sup>1</sup>

These values complement, and work in conjunction with, the principles of s14 of the LGA 2002 and the governance principles of s39 of the LGA 2002.

## 4. RELATIONSHIPS

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This section of the Code sets out agreed standards of behaviour between members; members and staff; and members and the public. Any failure by a member to comply with the provisions of this section can represent a breach of the Code.

### 4.1 Relationships between members

Given the importance of relationships to the effective performance of the Council, members will conduct their dealings with each other in a manner that:

- Maintains public confidence;
- Is open, honest and courteous;
- Is focused on issues rather than personalities;
- Avoids abuse of meeting procedures, such as a pattern of unnecessary notices of motion and/or repetitious points of order; and
- Avoids aggressive, bullying or offensive conduct, including the use of disrespectful or malicious language.

Please note; nothing in this section of the Code is intended to limit robust debate.

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<sup>1</sup> See the Guide to the Code of Conduct for examples

#### 4.2 Relationships with staff

An important element of good governance involves the relationship between a Council, its chief executive and its staff. Members will respect arrangements put in place to facilitate this relationship, and:

- Raise any concerns about employees, officers or contracted officials with the Chief Executive;
- Raise any concerns about the performance or behaviour of the Chief Executive with the Mayor or the chairperson of the Chief Executive Performance Review Committee (however described);
- Make themselves aware of the obligations that the Council and the Chief Executive have as employers and observe these requirements at all times, such as the duty to be a good employer;
- Treat all employees with courtesy and respect and not publicly criticise any employee; and
- Observe any protocols put in place by the Chief Executive concerning contact between members and employees.

**Please note:** community board members should be aware that failure to observe this portion of the Code may compromise the Council's obligations to be a good employer and consequently expose the Council to civil litigation.

#### 4.3 Relationship with the public

Given the essential role that democratic local government plays in our communities it is important that community boards earn the respect and trust of their citizens. To facilitate this respect and trust members will:

1. Ensure their interactions with citizens are fair, honest and respectful;
2. Be available to listen and respond openly and honestly to citizens' concerns;
3. Represent the views of citizens and organisations accurately, regardless of the member's own opinions of the matters raised; and
4. Ensure their interactions with citizens and communities uphold the reputation of the community board.

### 5. MEDIA AND SOCIAL MEDIA

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The media play an important role in the operation and efficacy of our local democracy. In order to fulfil this role the media needs access to accurate and timely information about the affairs of the community board. Any failure by member to comply with the provisions of this section can represent a breach of the Code.

1. In dealing with the media elected members must clarify whether they are communicating a view endorsed by their Council, committee or community board, or are expressing a personal view.
2. Members are free to express a personal view to the media or social media at any time, provided the following rules are observed:
  - Comments shall be consistent with the Code;
  - Comments must not purposefully misrepresent the views of the Council or the views of other members;
  - Social media pages controlled by members and used for making observations relevant to their role as an elected members should be open and transparent, except where abusive or inflammatory content is being posted; and

Bay of Islands Whangaroa Community Board, Code of Conduct - pg 3

- Social media posts about other members, council staff or the public must be consistent with section five of this Code. (See **Appendix A** for guidelines on the personal use of social media).

## 6. INFORMATION

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Access to information is critical to both the trust in which a community board is held and its overall performance. A failure to comply with the provisions below can represent a breach of the Code.

### 6.1 Confidential information

In the course of their duties members will receive information, whether in reports or through debate, that is confidential. This will generally be information that is either commercially sensitive or is personal to a particular individual or organisation. Accordingly, members agree not to use or disclose confidential information for any purpose other than the purpose for which the information was supplied to the member.

### 6.2 Information received in capacity as a community board member

Occasionally members will receive information from external parties which is pertinent to the ability of their Council or community board to properly perform its statutory duties. Where this occurs, and the information does not contravene the privacy of natural persons, the member will disclose such information to other members and/or the chief executive as soon as practicable.

## 7. CONFLICTS OF INTEREST

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Community board members will maintain a clear separation between their personal interests and their duties as community board members in order to ensure that they are free from a conflict of interest (whether real or perceived). Members must, therefore, familiarise themselves with the provisions of the Local Authorities (Members' Interests) Act 1968 (LAMIA).

Members will not participate in any community board discussion or vote on any matter in which they have a pecuniary interest, other than an interest in common with the general public. This rule also applies where the member's spouse/partner has a pecuniary interest, such as through a contract with the Council. Members shall make a declaration of interest as soon as practicable after becoming aware of any such interests.

If a member is in any doubt as to whether or not a particular course of action (including a decision to take no action) raises a conflict of interest, then the member should seek guidance from the Chief Executive *immediately*. Members may also contact the Office of the Auditor-General for guidance as to whether they have a pecuniary interest, and if so, may seek an exemption to allow that member to participate or vote on a particular issue in which they may have a pecuniary interest. The latter must be done before the discussion or vote.

**Please note:** Failure to observe the requirements of LAMIA could potentially invalidate a decision made, or the action taken, by the community board. Failure to observe these requirements could also leave the community board member open to prosecution (see **Appendix B**). In the event of a conviction community board members can be ousted from office.

## 8. REGISTER OF INTERESTS

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Members shall, at least annually, make a declaration of interest. These declarations are recorded in a public Register of Interests maintained by the Council. The declaration must include information on the nature and extent of any interest, including:

- a) Any employment, trade or profession carried on by the member or the members' spouse/partner for profit or gain;
- b) Any company, trust, partnership etc for which the member or their spouse/partner is a director, business partner or trustee;
- c) A description of any land in which the member has a beneficial interest within the jurisdiction of the community board; and
- d) A description of any land owned by the local authority in which the member or their spouse/partner is:
  - A tenant; or
  - The land is tenanted by a firm in which the member or spouse/partner is a business partner; a company of which the member or spouse/partner is a director; or a trust of which the member or spouse/partner is a trustee.
- e) Any other matters which the public might reasonably regard as likely to influence the member's actions during the course of their duties as a member (if the member is in any doubt on this, the member should seek guidance from the Chief Executive).

Please note, where a member's circumstances change they must ensure that the Register of Interests is updated as soon as practicable.

## **9. ETHICAL BEHAVIOURS**

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Members will seek to promote the highest standards of ethical conduct. Accordingly members will:

- Claim only for legitimate expenses as determined by the Remuneration Authority and any lawful policy of the Council developed in accordance with that determination;
- Not influence, or attempt to influence, any Council employee, officer or member in order to benefit their own, or families, personal or business interests;
- Only use the Council's resources (such as facilities, staff, equipment and supplies) in the course of their duties and not in connection with any election campaign or personal interests; and
- Not solicit, demand, or request any gift, reward or benefit by virtue of their position and notify the Chief Executive if any such gifts are accepted. Where a gift to the value of \$50 or more is accepted by a member, that member must immediately disclose this to the Chief Executive for inclusion in the publicly available register of interests.

Any failure by members to comply with the provisions set out in this section represents a breach of the Code.

## **10. CREATING A SUPPORTIVE AND INCLUSIVE ENVIRONMENT**

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In accordance with the purpose of the Code, members agree to take all reasonable steps in order to participate in activities scheduled to promote a culture of mutual trust, respect and tolerance. These include:

- Attending post-election induction programmes organised by the Council for the purpose of facilitating agreement on the Council's vision, goals and objectives and the manner and operating style by which members will work.
- Taking part in any assessment or evaluation of the Council's performance and operating style during the triennium.<sup>2</sup>
- Taking all reasonable steps to acquire the required skills and knowledge to effectively fulfill their Declaration of Office (the Oath) and contribute to the good governance of the city, district or region.

## 11. BREACHES OF THE CODE

Members must comply with the provisions of the code (LGA 2002, schedule 7, cl. 15(4)). Any member, or the Chief Executive, who believes that the Code has been breached by the behaviour of a member may make a complaint to that effect. All complaints will be considered in a manner that is consistent with the following principles.

### 11.1 Information received in capacity as a community board member

The following principles will guide any processes for investigating and determining whether or not a breach under the code has occurred:

- That the approach for investigating and assessing a complaint will be proportionate to the apparent seriousness of the alleged breach;
- That the processes of complaint, investigation, advice and decision-making will be kept separate as appropriate to the nature and complexity of the alleged breach; and
- That the concepts of natural justice and fairness will apply in the determination of any complaints made under the Code. This includes, conditional on the nature of an alleged breach, directly affected parties:
  - Have a right to know that an investigation process is underway;
  - Are given due notice and are provided with an opportunity to be heard;
  - Have confidence that any hearing will be impartial;
  - Have a right to seek appropriate advice and be represented; and
  - Have their privacy respected.

### 11.2 Complaints

All complaints made under the code must be made in writing and forwarded to the Chief Executive. On receipt of a complaint the Chief Executive must forward the complaint to the mayor or, where the mayor is a party to the complaint, an independent investigator, drawn from a pool of names or agency agreed in advance.

**Please note;** complaints under this Code can only be made by community board members and the Chief Executive of the local authority.

#### Complaint referred to Mayor

On receipt of a complaint made under the provisions of the community board's Code of Conduct the Mayor will, as the situation allows:

<sup>2</sup> A self-assessment template is provided in the Guidance to the code.

- Interview the complainant to assess the full extent of the complaint.
- Interview the member(s) subject to the complaint.
- Assess the complaint to determine materiality.
- Where a complaint is assessed by the Mayor to be trivial, frivolous or minor, either dismiss the complaint, require an apology or other course of action, or assist the relevant parties to find a mutually agreeable solution.
- Where a complaint is found to be material, or no mutually agreed solution can be reached, the Mayor will refer the complaint back to the Chief Executive who will forward it, along with any recommendations made by the Mayor, to the Council or the adjudicative body established to assess and rule on complaints made under the Code.<sup>3</sup>

If the Mayor chooses they may instead of undertaking an initial assessment, refer the complaint to the independent investigator, via the Chief Executive.

#### **Complaint referred to Independent Investigator**

On receipt of a complaint from a member which concerns the Mayor/Chair, or from the Mayor/Chair after initial consideration, the Chief Executive will forward that complaint to an independent investigator for a preliminary assessment to determine whether the issue is sufficiently serious to be referred, with recommendations if necessary, to the Council or the adjudicative body established for assessing and ruling on complaints.<sup>4</sup> The process, following receipt of a complaint, will follow the steps outlined in **Appendix C**.

#### **11.3 Materiality**

An alleged breach under the Code is material if, in the opinion of the Mayor or independent investigator, it would bring the community board into disrepute or, if not addressed, adversely affect the reputation of a member.

An alleged breach under this Code is non-material if, in the opinion of the Mayor or independent investigator, any adverse effects are minor and not investigation or referral is warranted.

## **12. PENALTIES AND ACTIONS**

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Where a complaint is determined to be material and referred to the relevant adjudicative body, the nature of any penalty or action will depend on the seriousness of the breach.

#### **12.1 Material breaches**

In the case of material breaches of the Code, the Council or the adjudicative body established to consider complaints may determine one or more of the following:

1. A letter of censure to the member;
2. A request (made either privately or publicly) for an apology;
3. A vote of no confidence in the member;
4. Removal of certain Council-funded privileges (such as attendance at conferences);
5. Removal of responsibilities, such as community board chair, deputy chair or committee chair;

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<sup>3</sup> Advice on setting up adjudication bodies can be found in the Code of Conduct Guide.

<sup>4</sup> On behalf of the Council the Chief Executive will, shortly after the start of a triennium, prepare, in consultation with the Mayor or Chairperson, a list of investigators for this purpose of undertaking a preliminary assessment. The Chief Executive may prepare a list specifically for his or her Council, prepare a list jointly with neighbouring Councils or contract with an agency capable of providing appropriate investigators, such as Equip.

6. Restricted entry to Council offices, such as no access to staff areas (where restrictions may not previously have existed);
7. Limitation on any dealings with Council staff other than the Chief Executive or specified senior manager;
8. Suspension from committees or other bodies to which the member has been appointed; or
9. Invitation to the member to consider resigning from the community board.

The Council or adjudicative body may decide that instead of a penalty, one or more of the following may be required:

- Attend a relevant training course; and/or
- Work with a mentor for a period of time; and/or
- Participate in voluntary mediation (if the complaint involves a conflict between two members); and/or
- Tender an apology.

The process is based on the presumption that the outcome of a complaints process will be made public unless there are grounds, such as those set out in the Local Government Official Information and Meetings Act 1987 (LGOIMA), for not doing so.

### 12.2 Statutory breaches

In cases where a breach of the Code is found to involve regulatory or legislative requirements, the complaint will be referred to the relevant agency. For example:

- Breaches relating to members' interests (where members may be liable for prosecution by the Auditor-General under LAMIA);
- Breaches which result in the Council suffering financial loss or damage (where the Auditor-General may make a report on the loss or damage under s.44 LGA 2002 which may result in the member having to make good the loss or damage); or
- Breaches relating to the commission of a criminal offence which will be referred to the Police (which may leave the community board member liable for criminal prosecution).

## 13 PENALTIES AND ACTIONS

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Once adopted, the Code continues in force until amended by the community board. The Code can be amended at any time but cannot be revoked unless the board replaces it with another Code. Amendments to the Code require a resolution supported by 75 per cent of the members of the community board present at the meeting at which the amendment is considered.

Community boards are encouraged to formally review their existing Code and either amend or re-adopt it as soon as practicable after the beginning of each triennium in order to ensure that all members have the opportunity to provide their views on the Code's provisions.

## APPENDIX A: GUIDELINES ON THE PERSONAL USE OF SOCIAL MEDIA<sup>5</sup>

There's a big difference in speaking "on behalf of Council" and speaking "about" the Council. While your rights to free speech are respected, please remember that citizens and colleagues have access to what you post. The following principles are designed to help you when engaging in **personal or unofficial online** communications that may also refer to your Council.

1. **Adhere to the Code of Conduct and other applicable policies.** Council policies and legislation, such as LGOIMA and the Privacy Act 1993, apply in any public setting where you may be making reference to the Council or its activities, including the disclosure of any information online.
2. **You are responsible for your actions.** Anything you post that can potentially damage the Council's image will ultimately be your responsibility. You are encouraged to participate in the social media but in so doing you must exercise sound judgment and common sense.
3. **Be an "advocate" for compliments and criticism.** Even if you are not an official online spokesperson for the Council, you are one of its most important advocates for monitoring the social media landscape. If you come across positive or negative remarks about the Council or its activities online that you believe are important you are encouraged to share them with the governing body.
4. **Let the subject matter experts respond to negative posts.** Should you come across negative or critical posts about the Council or its activities you should consider referring the posts to the Council's authorised spokesperson, unless that is a role you hold, in which case consider liaising with your communications staff before responding.
5. **Take care mixing your political (Council) and personal lives.** Elected members need to take extra care when participating in social media. The public may find it difficult to separate personal and Council personas. Commenting online in any forum, particularly if your opinion is at odds with what Council is doing, can bring you into conflict with the Code should it not be clear that they are your personal views.
6. **Never post sensitive and confidential information** provided by the Council, such as confidential items, public excluded reports and/or commercially sensitive information. Such disclosure will contravene the requirements of the Code.

Elected Members' social media pages should be open and transparent. When commenting on matters related to the local authority no members should represent themselves falsely via aliases or differing account names or block. Neither should they block any post on any form of social media that they have control over unless there is clear evidence that the posts are actively abusive. Blocking constructive debate or feedback can be seen as bringing the whole Council into disrepute.

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<sup>5</sup> Based on the Ruapehu District Council Code of Conduct.

## APPENDIX B: LEGISLATION BEARING ON THE ROLE AND CONDUCT OF COMMUNITY BOARD MEMBERS

This is a summary of the legislative requirements that have bearing on the duties and conduct of community board members. The full statutes can be found at [www.legislation.govt.nz](http://www.legislation.govt.nz).

### The Local Authorities (Members' Interests) Act 1968

The Local Authorities (Members' Interests) Act 1968 (LAMIA) provides rules about members discussing and voting on matters in which they have a pecuniary interest and about contracts between members and the Council.

A pecuniary interest is likely to exist if a matter under consideration could reasonably give rise to an expectation of a gain or loss of money for a member personally (or for their spouse/partner or a company in which they have an interest). In relation to pecuniary interests the LAMIA applies to both contracting and participating in decision-making processes.

With regard to pecuniary or financial interests, a person is deemed to be "concerned or interested" in a contract or interested "directly or indirectly" in a decision when:

- A person, or spouse/partner, is "concerned or interested" in the contract or where they have a pecuniary interest in the decision; or
- A person, or their spouse/partner, is involved in a company that is "concerned or interested" in the contract or where the company has a pecuniary interest in the decision.

There can also be additional situations where a person is potentially "concerned or interested" in a contract or have a pecuniary interest in a decision, such as where a contract is between an community board members' family trust and the Council.

### Determining whether a pecuniary interest exists

Community board members are often faced with the question of whether or not they have a pecuniary interest in a decision and if so whether they should participate in discussion on that decision and vote. When determining if this is the case or not the following test is applied:

*"...whether, if the matter were dealt with in a particular way, discussing or voting on that matter could reasonably give rise to an expectation of a gain or loss of money for the member concerned."* (OAG, 2001)

In deciding whether you have a pecuniary interest, members should consider the following factors:

- What is the nature of the decision being made?
- Do I have a financial interest in that decision - do I have a reasonable expectation of gain or loss of money by making that decision?
- Is my financial interest one that is in common with the public?
- Do any of the exceptions in the LAMIA apply to me?
- Could I apply to the Auditor-General for approval to participate?

Members may seek assistance from the Mayor/Chair or other person, to determine if they should discuss or vote on an issue, but ultimately it is their own judgment as to whether or not they have pecuniary interest in the decision. Any member who is uncertain as to whether they have a pecuniary interest is advised to seek legal advice. Where uncertainty exists members may adopt a least-risk approach which is to not participate in discussions or vote on any decisions.

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Members who do have a pecuniary interest will declare the pecuniary interest to the meeting and not participate in the discussion or voting. The declaration and abstention needs to be recorded in the meeting minutes. (Further requirements are set out in the Council's Standing Orders.)

#### The contracting rule

A member is disqualified from office if he or she is "concerned or interested" in contracts with their Council if the total payments made, or to be made, by or on behalf of the Council exceed \$25,000 in any financial year. The \$25,000 limit includes GST. The limit relates to the value of all payments made for all contracts in which you are interested during the financial year. It does not apply separately to each contract, nor is it just the amount of the profit the contractor expects to make or the portion of the payments to be personally received by you.

The Auditor-General can give prior approval, and in limited cases, retrospective approval for contracts that would otherwise disqualify you under the Act. It is an offence under the Act for a person to act as a member of the Council (or committee of the Council) while disqualified.

#### Non-pecuniary conflicts of interest

In addition to the issue of pecuniary interests, rules and common law govern conflicts of interest more generally. These rules apply to non-pecuniary conflicts of interest, including common law rules about bias. In order to determine if bias exists or not members need to ask:

*"Is there a real danger of bias on the part of the member of the decision-making body, in the sense that he or she might unfairly regard with favour (or disfavour) the case of a party to the issue under consideration?"*

The question is not limited to actual bias, but relates to the appearance or possibility of bias reflecting the principle that justice should not only be done, but should be seen to be done. Whether or not members believe they are not biased is irrelevant.

Members focus should be on the nature of the conflicting interest or relationship and the risk it could pose for the decision-making process. The most common risks of non-pecuniary bias are where:

- Members' statements or conduct indicate that they have predetermined the decision before hearing all relevant information (that is, members have a "closed mind"); and
- Members have a close relationship or involvement with an individual or organisation affected by the decision.

In determining whether or not they might be perceived as biased, members must also take into account the context and circumstance of the issue or question under consideration. For example, if a member has stood on a platform and been voted into office on the promise of implementing that platform, then voters would have every expectation that the member would give effect to that promise, however he/she must still be seen to be open to considering new information (this may not apply to decisions made in quasi-judicial settings, such as an RMA hearing).

#### Local Government Official Information and Meetings Act 1987

The Local Government Official Information and Meetings Act 1987 sets out a list of meetings procedures and requirements that apply to local authorities and local/community boards. Of particular importance for the roles and conduct of community board members is the fact that the chairperson has the responsibility to maintain order at meetings, but all community board members should accept a personal responsibility to maintain acceptable standards of address and debate. Consistent with the sentiments of the Act no community board member should:

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- Create a disturbance or a distraction while another member is speaking;
- Be disrespectful when they refer to each other or other people; or
- Use offensive language about the Council, other members, any employee of the Council or any member of the public.

#### **Secret Commissions Act 1910**

Under this Act it is unlawful for a community board member (or officer) to advise anyone to enter into a contract with a third person and receive a gift or reward from that third person as a result, or to present false receipts to Council.

If convicted of any offence under this Act a person can be imprisoned for up to two years, and/or fines up to \$1000. A conviction would therefore trigger the ouster provisions of the LGA 2002 and result in the removal of the member from office.

#### **Crimes Act 1961**

Under this Act it is unlawful for a community board member (or officer) to:

- Accept or solicit for themselves (or anyone else) any gift or reward for acting or not acting in relation to the business of Council; and
- Use information gained in the course of their duties for their, or another person's, monetary gain or advantage.

Community board members convicted of these offences will automatically cease to be members.

#### **Financial Markets Conduct Act 2013**

Financial Markets Conduct Act 2013 (previously the Securities Act 1978) essentially places elected members in the same position as company directors whenever Council offers stock to the public. Elected members may be personally liable if investment documents such as a prospectus contain untrue statements and may be liable for criminal prosecution if the requirements of the Act are not met.

#### **The Local Government Act 2002**

The Local Government Act 2002 (LGA 2002) sets out the general powers of local government, its purpose and operating principles, and details the personal liability of members. Although having qualified privilege, community board members can be held personally accountable for losses incurred by a local authority where, following a report from the Auditor General under s44 LGA 2002, it is found that one of the following applies:

- a) Money belonging to, or administered by, a local authority has been unlawfully expended; or
- b) An asset has been unlawfully sold or otherwise disposed of by the local authority; or
- c) A liability has been unlawfully incurred by the local authority; or
- d) A local authority has intentionally or negligently failed to enforce the collection of money it is lawfully entitled to receive.<sup>890</sup>

Members will not be personally liable where they can prove that the act or failure to act resulting in the loss occurred as a result of one of the following:

- a) Without the member's knowledge;
- b) With the member's knowledge but against the member's protest made at or before the time when the loss occurred;

- c) Contrary to the manner in which the member voted on the issue; and
- d) In circumstances where, although being a party to the act or failure to act, the member acted in good faith and relied on reports, statements, financial data, or other information from professional or expert advisers, namely staff or external experts on the matters.

In certain situation members will also be responsible for paying the costs of proceedings (s.47 LGA 2002).

## APPENDIX C: PROCESS WHERE A COMPLAINT IS REFERRED TO AN INDEPENDENT INVESTIGATOR

*The following process is a guide only and community boards are encouraged to adapt the process to their own specific circumstances.*

### Step 1: Chief Executive receives complaint

On receipt of a complaint under the Code, whether from a member (because the complaint involves the Mayor) or from the Mayor after an initial assessment, the Chief Executive will refer the complaint to an investigator selected from a list agreed at the start of the triennium. . The Chief Executive will also:

- Inform the complainant that the complaint has been referred to the independent investigator and the name of the investigator, and refer them to the process for dealing with complaints as set out in the Code; and
- Inform the respondent that a complaint has been made against them, the name of the investigator and remind them of the process for dealing with complaints as set out in the Code.

### Step 2: Investigator makes preliminary assessment

On receipt of a complaint the investigator will assess whether:

1. The complaint is trivial or frivolous and should be dismissed;
2. The complaint is outside the scope of the Code and should be re-directed to another agency or institutional process;
3. The complaint is minor or non-material; or
4. The complaint is material and a full assessment is required.

In making the assessment, the investigator may make whatever initial inquiry is necessary to determine their recommendations, including interviewing relevant parties, which are then forwarded to the Council's Chief Executive. On receiving the investigator's preliminary assessment, the Chief Executive will:

1. Where an investigator determines that a complaint is trivial or frivolous, inform the complainant, respondent and other members (if there are no grounds for confidentiality) of the investigator's decision.
2. In cases where the investigator finds that the complaint involves a potential legislative breach and outside the scope of the Code, forward the complaint to the relevant agency and inform the Chief Executive who will then inform the complainant, the respondent and members.

**Step 3: Actions where a breach is found to be non-material**

If the subject of a complaint is found to be non-material, but more than trivial or frivolous, the investigator will inform the Chief Executive and, if they choose, recommend a course of action appropriate to the breach, such as:

- That the respondent is referred to the Mayor for guidance; and/or
- That the respondent attend appropriate courses or programmes to increase their knowledge and understanding of the matters resulting in the complaint.

The Chief Executive will advise both the complainant and the respondent of the investigator's decision and any recommendations, neither of which are open to challenge. Any recommendations made in response to a non-material breach are non-binding on the respondent and the Council.

**Step 4: Actions where a breach is found to be material**

If the subject of a complaint is found to be material, the investigator will inform the Chief Executive, who will inform the complainant and respondent. The investigator will then prepare a report for the Council on the seriousness of the breach. In preparing that report, the investigator may:

- Consult with the complainant, respondent and any directly affected parties; and/or
- Undertake a hearing with relevant parties; and/or
- Refer to any relevant documents or information.

On receipt of the investigator's report, the Chief Executive will prepare a report for the Council or adjudicative body charged with assessing and ruling on material complaints, which will meet to consider the findings and determine whether or not a penalty, or some other form of action, will be imposed. The Chief Executive's report will include the investigator's full report.

**Step 5: Process for considering the investigator's report**

The investigator's report will be considered by the Council or adjudicative body established for considering reports on Code of Conduct complaints, or any other body that the Council may resolve, noting that the process will meet the principles set out in section 12.1 of the Code.

The Council or adjudicative body established to consider the Chief Executive's report will do so in open meeting, except where the alleged breach concerns matters that justify, in accordance with LGOIMA, the exclusion of the public. Before making any decision on a specific complaint, the relevant body will give the respondent an opportunity to appear and speak in their own defense. Members with an interest in the proceedings, including the complainant and the respondent, should not take part in these proceedings in a decision-making capacity. The form of penalty that might be applied will depend on the nature of the breach and may include actions set out in clause 12.1 of the Code. Where the report of the adjudicative body is referred to the Council it will be heard, in open session, unless grounds for exclusion of the public exist, and its recommendations accepted, without debate.

## 7.4 SCOPING PROPOSALS FOR STAGE ONE COMMUNITY ADAPTATION PLANNING

**File Number:** A5798117

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

**Authoriser:** Kate Ivicheva, Group Manager - Planning & Policy

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek endorsement on Stage One Community Adaptation Planning scoping proposals relevant to the Kaikohe Hokianga Community Board.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Kaikohe Hokianga Community Board has a governance role in Stage One Community Adaptation Planning to meet its purpose to represent, and act as an advocate for, the interests of its community.
- Stage One Community Adaptation Planning proposes to set sub-areas and establish a Community Panel for each sub-area. The Community Panels will recommend adaptation decisions. This delivers community-centred planning, as set by Te Hōtaka Urutau Hapori |The Community Adaptation Programme.
- Ahead of a Council decision, Staff are seeking the Community Board's direction on the proposed engagement approach and roles and responsibilities of the Community Panels.

### TŪTOHUNGA / RECOMMENDATION

#### That the Kaikohe Hokianga Community Board:

- a) Note the Stage One scope to plan for a 100-year timeframe and high-end climate scenarios for coastal flooding, coastal erosion and pluvial/fluviol (river) flooding, based on available modelling.
- b) Note the Stage One scoping proposal to prioritise planning in select settlements for mixed elements, supported by less-detailed planning for individual elements outside of select settlements and large-scale issues.
- c) Note that future implementation actions in adopted Stage One Community Adaptation Plans are timed, in most cases, for the Long Term Plan 2030-2040 and beyond.
- d) Endorse the Stage One scoping proposal to develop up to five Community Adaptation Plans at the sub-area scale (as shown in Figure 3).
- e) Endorse the Stage One scoping proposal to establish five Community Panels, to represent each sub-area and recommend adaptation decisions.
- f) Endorse the Stage One scoping proposal that Community Board Members representing a sub-area can participate in their relevant Community Panels.

### 1) TĀHUHU KŌRERO / BACKGROUND

Council established community adaptation planning in the [Community Adaptation Programme | Te Hōtaka Urutau Hapori](#) (Programme), approved August 2025. The Community Adaptation Programme supports Te Hiku o Te Ika | The Far North District to prepare for and respond to the impacts of climate change. This report covers Pou 1 of the Programme and relates to the development of Community Adaptation Plans in the Stage 1 Project Area (see Figure 1 below).



Figure 1 Stage One Project Area

Staff presented an information report introducing Stage One at the [March 2026 meeting](#). This report also discussed the Community Board’s governance responsibilities in adaptation planning. **Attachment 1 – Stage One Project Summary** shows key phases and deliverables, estimated delivery timelines and high-level engagement and governance activities. This summary was also attached in the March 2026 report.

The Stage One project is now nearing the end of Phase 1, culminating in a scoping report to Council (July 2026). The project must manage scope to effectively cover the overall Stage One area and to adequately identify and respond to priority risks and community resilience needs.

To achieve this, the scoping report will recommend a range of climate-affected natural hazards and a prioritised approach to the elements to be included.

The scoping report will also recommend a sub-area approach to creating Community Adaptation Plans, centred around Community Panels and supported by a Haukāinga Kaitiaki Rōpū | local Tangata Whenua adaptation group.

The rest of this report outlines Stage One scoping proposals for the Community Board’s consideration and endorsement.

**Stage One scoping proposal**

**Community Board action**

Natural hazards and planning timeframes	To note
Elements addressed and level of detail	To note
Implementing Community Adaptation Plans	To note
Sub-areas for Community Adaptation Plans	Seeking endorsement
Community-centred approach with Community Panels	Seeking endorsement
Community Board member participation in the Community Panels	Seeking endorsement

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

The Stage One scoping proposals were shaped by:

- The policy and planning context;
- A stocktake of natural hazards and risk information, existing projects and initiatives; and
- Early engagement with community and haukāinga | local people in the project area.

**Attachment 2 – Supportive Materials for Scoping Proposals** summarises this work and provides supporting information.

### To note - Natural hazards and planning timeframes

Adopted Community Adaptation Plans will set out adaptation decisions to manage risks from increasing coastal flooding, coastal erosion, and fluvial and pluvial (river) flooding. The CAPs will consider a 100-year timeframe under a high-end climate scenario (SSP5-8.5), using the best available information to provide projections at mid- and long-term intervals.

This table shows the hazards, the year the modelling was completed, and the planning horizon for each hazard.

Hazard	Short term (2010-2025)	Medium term (2060 – 2070)	Long term (2100-2130)
Coastal flooding (T+T, 2020)	Present day	0.6 m SLR	1.2m SLR
Coastal Erosion (T+T, 2020)	Present day	0.85 m SLR	1.2m SLR
Fluvial and pluvial flood (WaterTechnology, 2021)	Present day	Data TBC	2100 RCP8.5

The SSP5-8.5 scenario will be considered for coastal hazards, in alignment with the Ministry for the Environment's *Coastal Hazards and Climate Change Guidance (2024)* and the New Zealand Coastal Policy Statement (2010).

### To note – Elements addressed and level of detail

The Community Adaptation Programme sets a baseline for elements that could be addressed in adaptation planning, shown in Figure 2.

The Community Adaptation Programme already commits Council to, at a minimum, deliver adaptation planning for Council-administered infrastructure assets and services.

## Elements of value in Te Hiku o Te Ika – The Far North



Figure 1 Elements of value from Council's Community Adaptation Programme

Time and resource constraints mean the Stage One project cannot develop detailed plans for all the elements listed in Figure 2.

Here is the proposed approach to delivering meaningful adaptation decisions across the Stage One area.

**Mixed elements in settlements** - Stage One proposes planning for a mix of public and private elements in select settlements. Settlements have not been identified at this point in time. They will be where:

1. there are risks to clusters of elements within a concentrated area; and
2. where adaptation planning has the greatest benefits due to the potential for a single response to preserve multiple elements.

**Elements outside of settlements** - Community Adaptation Plans will separately plan for a limited number of priority elements *outside* of the assets already covered in select settlements. These could be standalone infrastructure assets or physical sites, and could be public or private. These will be based on what the Community Panels identify as critical and of significant value.

**Wider risks and opportunities** - Community Adaptation Plans will also document area-wide risks and opportunities. Catchment-wide issues have been raised in early engagement. These are complex and beyond Council in terms of governance, responsibility and ownership. They will be documented but would need to be addressed through separate processes; the solutions would likely come from a different planning process. Area-wide issues and opportunities also factor into

the evaluation of adaptation options at other scales, where some options may achieve co-benefits that mitigate the identified issues.

**To note – Implementing Community Adaptation Plans**

Community Adaptation Plans will set preferred short-, medium- and long-term adaptation options. Adaptation options will become implementation actions through Council’s Long-Term Planning processes, strategies and planning mechanisms.

Most implementation actions will not be agreed upon in time for the approaching Long Term Plan 2027-2037, but will instead be provided for the Long Term Plan 2030-2040.

Where possible, the project team will work with Council staff to identify more minor, short-term actions that require minimal amendments to existing strategies, asset management plans and other planned works.

Please see **Attachment 2** for a broader summary of related policy instruments and their focus on natural hazards, timeframes, and climate scenarios.

**Seeking endorsement - Stage One sub-areas for Community Adaptation Plans**

Stage One proposes to develop up to five Community Adaptation Plans at the sub-area scale, as shown by the colours in Figure 3.

The sub-areas are designed to accommodate waterways, access (transport), and social networks. In early engagement, local community members and haukāinga | home people talked about these networks and themes as important aspects of community resilience. Council and Statistical Area 2 (SA2) boundaries also inform the sub-areas.

The intent is that sub-areas are the ‘right’ size to be flexible and to meet the risk needs and resilience aspirations of communities and Council; large enough to address wider issues and opportunities, but small enough to focus on settlement-level, more detailed planning.

Figure 3 Sub-areas for Community Adaptation Plans and Community Panels



The sub-area names in Figure 3 legend are draft only and may change.

**Decision options**

<b>Option 1 - Endorse the proposed scope for sub-areas described above and show in Figure 3, as per recommendation (d).</b>	
<b>Pros</b>	<b>Cons</b>
<p>Delivers on the Community Adaptation Programme.</p> <p>The Stage One project can proceed within the set timeframes.</p> <p>Community Adaptation Plans will address risks and opportunities across the whole Stage One area.</p> <p>Accommodates broader issues with more detailed planning, where prioritised.</p>	<p>Not all parts of each sub-area will receive detailed adaptive pathways plans; this is prioritised for settlements.</p>
<b>Option 2 - Do not endorse.</b>	
<b>Pros</b>	<b>Cons</b>
<p>Allows more time for the Community Board to seek additional information or deliberation.</p> <p>Staff can present future reports addressing the Community Board’s concerns.</p>	<p>Triggers one-to-two-month delays with multiple flow-on effects that could increase project costs down the line.</p>

**Seeking endorsement – Community-centred approach with Community Panels**

Council’s Community Adaptation Programme commits Stage One to a community-centred approach to adaptation planning and to creating a community advisory body.

Here are the scoping proposals to meet these requirements:

- Each of the five sub-areas will form a Community Panel (five Community Panels in total).
- The Community Panels will represent their area and provide community input.
- They will make recommendations to Council on adaptation decisions and on the final Community Adaptation Plans. Council will make the final decisions.

This community-centred approach is supported by a wider network of governance, technical advisory, and stakeholder engagement groups. By the time an adaptation recommendation reaches Council, it will have gone through a robust process of tangata whenua and community input, technical assessment and stakeholder input.

- Kaimanaaki hāpori | community advisors and a haukāinga kaitiaki rūpū | local Tangata Whenua adaptation group guide the project team. They will help create each Community Panel and then support each Panel in providing input and recommendations.
- 
- The wider public across the Stage One area will also have opportunities to have their say on key draft deliverables.
- A Technical Advisory Group and Project Steering Group provide Council subject matter expertise and strategic oversight at a senior level. They help to ensure adaptation recommendations can be implemented and delivered on - *before* they become adaptation decisions.

This structure and process ensures that local aspirations are continuously informed by technical feasibility and guided by Council governance. It also aims to put tangata whenua and communities at the heart of decision-making, supporting ongoing stewardship of their places.

Figure 4 is the published Stage One project structure. This figure shows the key groups and the Community Panels' role. **Attachment 2** includes the project teams' draft, initial thinking on Community Panels' make-up and membership.

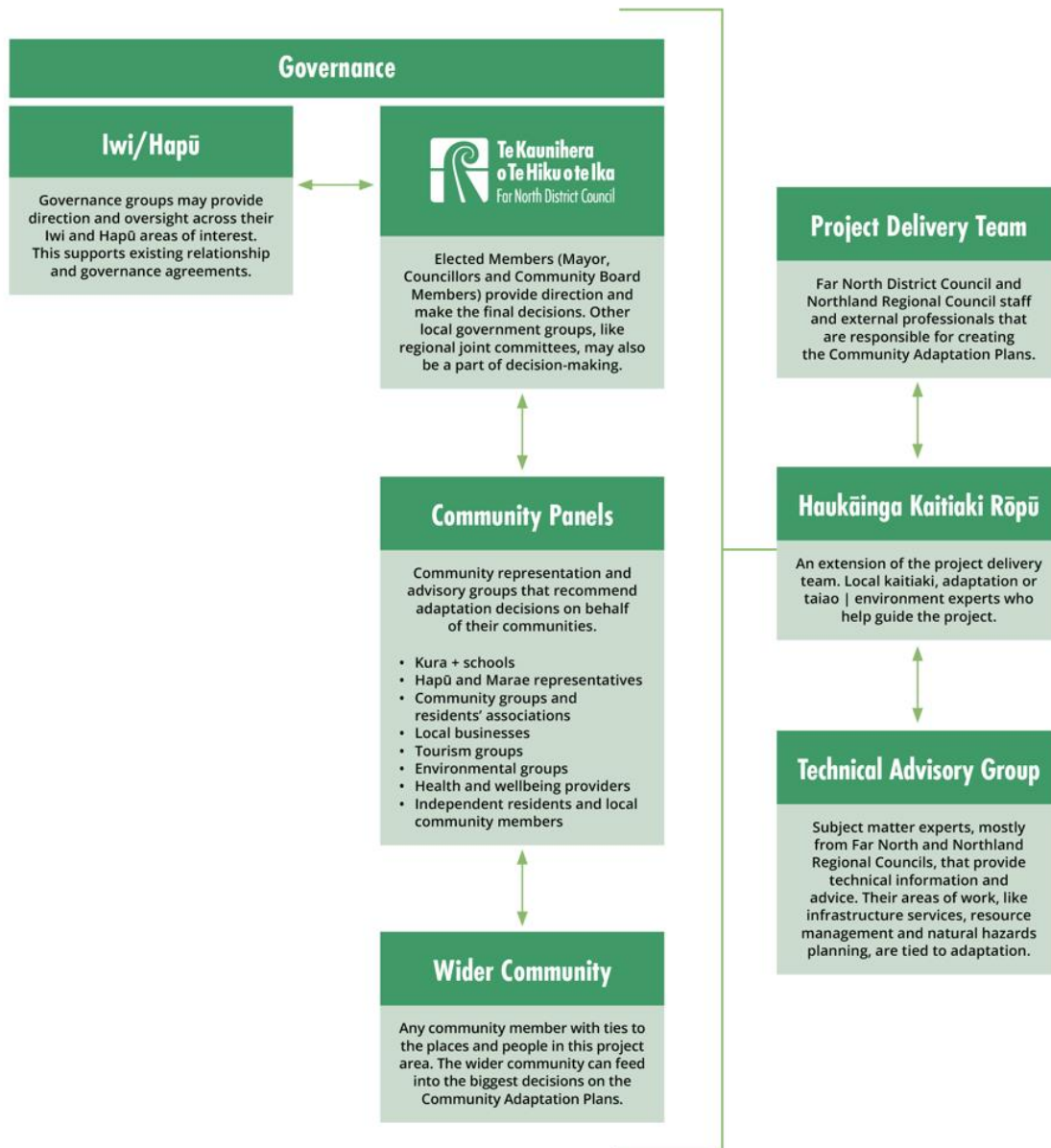


Figure 4 Stage One Project Structure

**Decision options**

<b>Option 1 - Endorse the proposed scope for Community Panels described above, as per recommendation (e).</b>	
<b>Pros</b>	<b>Cons</b>
<p>Delivers community-centred planning.</p> <p>Sets up feasible engagement within the project's resourcing.</p> <p>The Stage One project can proceed within the set timeframes.</p>	<p>Poses minor risk that the Community Panels will make recommendations to Council that Council does not approve or adopt.</p> <p>This is mitigated through technical and feasibility assessments and regular governance briefings.</p>
<b>Option 2 - Do not endorse.</b>	

Pros	Cons
Allows more time for the Community Board to seek additional information or deliberation.	Triggers one-to-two-month delays with multiple flow-on effects.
Staff can present future reports addressing the Community Board’s concerns.	Could increase project costs over time.

**Please note:** The Community Board’s endorsement of the Community Panels and their role and responsibilities is *not* a decision on each Panel’s membership and make-up. This will be decided based on haukāinga kaitiaki rōpū recommendations, hapū and marae delegations and through an expression of interest process. Staff can speak to this in more detail when presenting this report.

**Seeking endorsement – Community Board Members’ participation in Community Panels**

The final scoping proposal is on the Community Board’s role in the Community Panels.

The project team recommends that the Community Board Members representing the sub-areas can fully participate in their relevant Community Panels. This is for Community Board Members only and does not apply to other Elected Members.

The specific Members will be determined via email correspondence as the Community Panels are closer to being established, with an estimated timeline of July to August 2026.

The Community Board’s endorsement decision will guide a future Terms of Reference for all Community Panels. In July or August 2026, Staff will present a report seeking Council’s approval of these Terms of Reference.

**Decision options**

<b>Option 1 - Endorse the proposed scope for the Community Board Members’ participation described above, as per recommendation (f).</b>	
Pros	Cons
Improves connection between Community Panel and project governance.  Community Board Members can provide insight from Council to strengthen the Community Panels’ recommendations.	Some people may perceive Community Board member participation as <i>too</i> close to Council influence.  Increased time and travel for Community Board Members.
<b>Option 2 - Do not endorse. Community Board Members will not be invited to fully participate in their relevant Community Panels.</b>	
Pros	Cons
Sets a clear boundary between recommendations from Community Panels and Council governance.	Weaker connection between Community Panels and project governance, increasing reliance on staff reporting.

**TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION**

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

There are no additional financial implications for a recommendation and endorsement on the scoping proposals.

Stage One Community Adaptation Planning is currently funded under the Long Term Plan 2024-2027, with an estimated total budget of \$650,000.00 across the 2025-2026 and 2026-2027 financial years. Northland Regional Council provides \$100,000.00 in funding (included in the \$650,000.00 total).

Future budget requirements will be determined through the 2027-2037 Long Term Plan process.

**ĀPITIHANGA / ATTACHMENTS**

1. **Attachment 1 - Stage One Community Adaptation Planning Project Summary - A5798520**  

2. **Attachment 2 - Supportive Materials for Scoping Proposals - A5798521**  

**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>	Low (noting that the overall adaptation decisions are of high significance). Initial engagement has been carried out to inform these scoping proposals. The Community Panels will meet SEP requirements for finalising the scope.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Primary relevant legislation: <ul style="list-style-type: none"> <li>- Resource Management Act 1991</li> <li>- Local Government Act 2002</li> <li>- Civil Management Emergency Management Act 2002</li> </ul> Relevant Council policies and strategies: <ul style="list-style-type: none"> <li>- Te Taitokerau Climate Adaptation Strategy</li> <li>- Climate Action Policy</li> <li>- FN2100</li> <li>- Te Pae o Uta</li> </ul> See <b>Attachment 2</b> for a complete list of relevant legislation, policy and strategies.
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.	Staff presented reports to the Kaikohe Hokianga and Te Hiku Community Boards at their March 2026 meetings. These reports will seek their views through their endorsement of community scoping elements under their delegation.
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.	The project seeks to fulfil the commitments set out under Te Hōtaka Urutau Hapori   Community Adaptation Programme, which states that the programme will always support Council in giving effect to Te Tiriti o Waitangi.

<p>State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.</p>	<p>Since 2024, this project has focused on relationship-building through early engagement with haukāinga, whānau, marae, and hapū representatives across the Ngāpuhi, Te Rarawa, and Te Roroa rohe. This early engagement and a haerenga   trip in February 2026 informed the scoping proposals.</p> <p>Hapū and marae representatives will be asked to join the Community Panels. Haukāinga kaitiaki roles will also guide the project at an operational level.</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>Adaptation planning will affect Hokianga communities, across all ages, abilities and backgrounds. For this reason, the adaptation planning is a community-centred process. The scoping proposals affirm this engagement approach.</p>
<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>Adaptation planning will affect Hokianga communities, across all ages, abilities and backgrounds. For this reason, the adaptation planning is a community-centred process. The scoping proposals affirm this engagement approach.</p>
<p>Chief Financial Officer review.</p>	<p>This report has not been reviewed by the Chief Financial Officer.</p>



Project Initiation	Phase one: Stocktake + scoping	Phase two: Establishment + frameworks	Phase three: What's happening + What matters most?	Phase four: What can we do about it?	Phase five: How will we do it?	Finalise Plans
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	By March 26 (4 months)	By May 26 (2 months)	By October 26 (5 months)	By March 27 (4 months)	By December 27 (6 months)	
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Engagement						
Local-Led Enablers & Adaptation Experts	● ●	●	● ●	● ●	● ● ● ●	
Community Panels		● setup Community Panels	Community Panels Design week #1	Community Panels Design week #2		● circle back to community recommendations
Strategic & Technical Advisory	●		●	● ●	● ●	
Project Lead Team	● ●	● ●	● ● ● ●	● ● ● ●	● ● ● ●	
Public-Wide Engagement						● wider public engagement

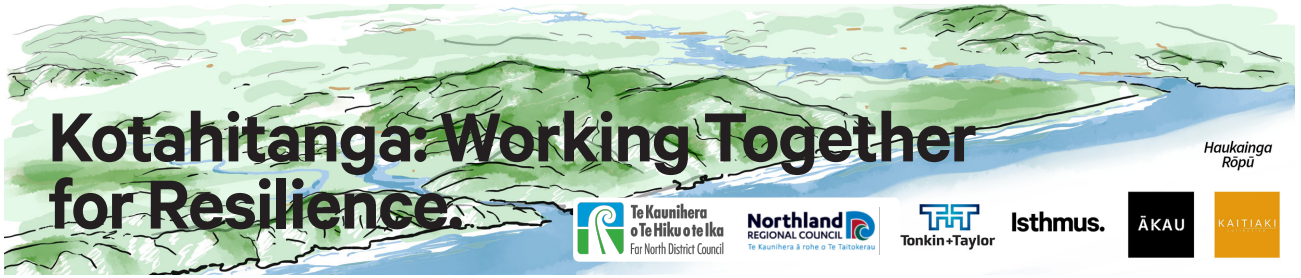
Governance Decision Making						
● For Information Project Plan and initial briefing	● DRAFT Stage One Scoping Report	● FINAL Community Panel ToR/ DECISION	● FINAL Stage One Scoping Report/ DECISION	● Adaptation Plan Outcomes + community risk profiles briefing/ WORKSHOP	● FINAL Adaptation Plan Outcomes + community risk profiles Report	● DRAFT Options shortlist briefing/ WORKSHOP
				● FINAL Options shortlist/ DECISION		● DRAFT Pathways Briefing/ WORKSHOP
						● DRAFT Community Adaptation Plans - Briefing DECISION to engage
						● FINAL Community Adaptation Plans DECISION

Tasks						
<ul style="list-style-type: none"> <li>Establish Strategic Advisory Panel - Haukainga Kaitiaki</li> <li>Immersive haerenga</li> <li>Spatial mapping for areas of current focus and momentum- local knowledge, landscape and settlement patterns.</li> <li>Natural Hazard, Risk and Policy/ planning stocktake</li> </ul>	<ul style="list-style-type: none"> <li>Assess existing Kaupapa Māori frameworks, Develop outcomes compass and values framework tools</li> <li>Advise on data sovereignty and compensation protocols</li> <li>Establish community panels</li> </ul>	<ul style="list-style-type: none"> <li>Immersive Design Week #1 with Community Panels</li> <li>Collation and interpretation of participatory inputs, including technical review of risk + vulnerability mapping</li> </ul>	<ul style="list-style-type: none"> <li>Refine outcomes compass evaluation tools.</li> <li>Longlist adaptation response options - evaluation</li> <li>Immersive Design Week #2 with Community Panels</li> <li>Shortlist adaptation response options</li> </ul>	<ul style="list-style-type: none"> <li>Pathways design and selection</li> <li>Develop draft Community Adaptation Plans</li> <li>Public engagement</li> <li>Review feedback and finalise Plans.</li> </ul>		

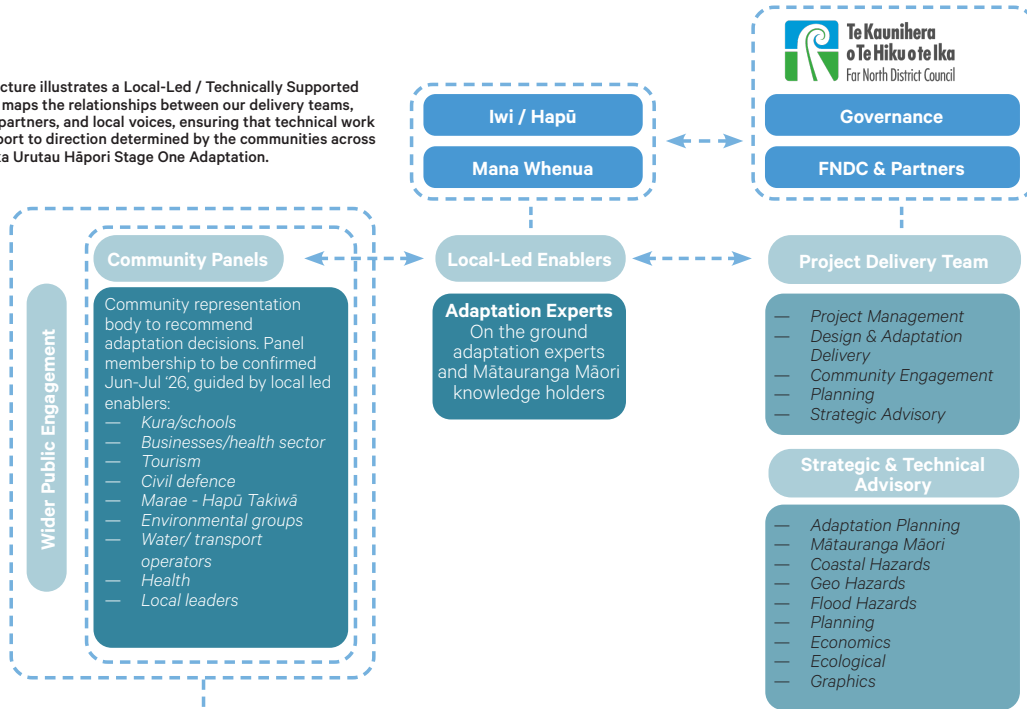
Deliverables						
<b>Draft Stage One scoping report including</b> <ul style="list-style-type: none"> <li>Spatial maps and infographics depicting existing risk data, locally-led planning / focus areas/ gaps.</li> </ul>	<b>Stage One scoping report and frameworks</b> <ul style="list-style-type: none"> <li>Co-developed comms and engagement plan</li> <li>Kaupapa Māori values framework</li> </ul>	<ul style="list-style-type: none"> <li>Design Week #1 with Communities: collation and reporting, vision and values, focus areas.</li> <li>Community risk profiles</li> </ul>	<ul style="list-style-type: none"> <li>Design Week #2 with Communities: collation, evaluation and priorities.</li> <li>Options/ extend from stakeholders</li> <li>Options shortlist, pathways design and selection.</li> </ul>	<b>Community Adaptation Plan</b> <ul style="list-style-type: none"> <li>Draft Plans for review and consultation</li> <li>Final Community Adaptation Plans</li> </ul>		

Planning for success: Te Hōtaka Urutau Hāpori Adaptation Outcomes						
✓	✓					Build strong working relationships between Council staff and tangata whenua.
✓	✓		✓		✓	Use the best practice, evidence, latest science and local experiences.
✓	✓		✓		✓	Follow kōrero tuku iho, pūrākau, mātāuranga Māori and Te Atuatanga Māori.
✓			✓		✓	Support the development of plans that are ready for uptake and implementation by Council.
✓			✓		✓	Align Council and other groups' services, resources and functions with adaptation plans.
✓	✓		✓		✓	Respond to the readiness, needs and aspirations of communities.
✓			✓		✓	Support community capacity and capability to identify adaptation needs and advocate for adaptation responses.
✓			✓		✓	Awahi tamaki and rangatahi voices and ensure they have real power in adaptation decisions.
✓	✓					Actively support tangata whenua-led resilience and adaptation planning.

Te Hōtaka Urutau Hāpori.  
Methodology & Programme Overview -S1  
Far North District Council.  
13 February 2026.



This structure illustrates a Local-Led / Technically Supported model. It maps the relationships between our delivery teams, regional partners, and local voices, ensuring that technical work is in support to direction determined by the communities across Te Hōtaka Urutau Hāpori Stage One Adaptation.



**Te Hōtaka Urutau Hāpori.**  
Methodology & Programme Overview -S1  
Far North District Council.  
13 February 2026.

Attachment 2 - Supportive Materials for Scoping Proposal, Stage One Community Adaptation Planning



15

## Appendix A Context



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**A1 Policy and planning context**

Adaptation planning within the Far North sits within a broader network of national, regional, and local policies that collectively guide how Aotearoa New Zealand responds to the impacts of a changing climate. At the national level, frameworks such as the Climate Change Response Act (Zero Carbon Amendment), Aotearoa New Zealand’s first National Adaptation Plan (2022–2028) provide high level direction. The emerging National Adaptation Framework (2025) and Resource Management Act reforms are intended to provide legislative direction however detail is yet to emerge, and this remains fragmented and incomplete. Uncertainties over legal mandates, funding, data standards, and evaluation frameworks present uncertainties in delivering adaptation planning at the community scale.

Table A1.4 .

Regionally, the Te Taitokerau Climate Adaptation Strategy (2022) and the Northland Civil Defence Emergency Management Plan (2023–2028) translate national direction into coordinated actions suited to Northland’s unique geography, hazard profile, and communities. Within this wider context, the Far North District Council (FNDC) is implementing Te Hōtaka Urutau Hāpori – Community Adaptation Programme (2024–2030) which is anchored to the Climate Change Roadmap (2020), and the Climate Action Policy (2023). Together, these documents aim to ensure that local adaptation planning aligns with national obligations, incorporates mātauranga Māori and community-led approaches, and supports regional consistency in managing climate risks.

A summary of national, regional, district and local policies and plans are presented in Table A1.1, Table A1.2 , Table A1.3 , and



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Table A1.1: National Legislation & Direction

Document / Instrument	Purpose and Focus
Te Tiriti o Waitangi and Mana Whakahono ā Rohe Agreements	Establish Crown–Māori partnership principles and local iwi–council relationship frameworks.
Resource Management Act (RMA)	Principal statute controlling land, water, air, and coastal use. Requires sustainable management of natural and physical resources including hazards, biodiversity, and cultural values. s229 of the RMA enables esplanade reserves or strips to protect conservation values (including mitigating natural hazards) and enable public access. RMA reform is underway, likely to be replaced by forthcoming Planning Bill and the Natural Environment Bill, which include direction on natural hazards and adaptation planning.
Climate Change Response (Zero Carbon) Amendment Act 2019	Established the Climate Change Commission, sets legal targets and mandates: National Climate Change Risk Assessments (NCCRA) (2020, 2026 in development) and National Adaptation Plan (NAP) (2022 – 2028). District Plans prepared under the RMA must have regard to NAPs.
National Adaptation Framework (NAF)	Establishes high level direction relating to roles and responsibilities, cost-sharing principles, and long-term governance mechanisms for adaptation action. The NAF (October 2025) signals direction likely in future adaption plans under the Climate Change Response Act, including strong local government leadership role in local climate adaptation.
National Policy Statement for Natural Hazards (NPS-NH) (2026)	Sets out a risk-based framework for hazard assessment and management under the RMA Note the NPS-NH does not override existing use rights under RMA s10, and would be applied to new development, excluding infrastructure.
New Zealand Coastal Policy Statement (NZCPS)	Provides national direction for sustainable management in the coastal environment, including hazard identification, 100 yr planning horizon, and managed retreat.
Local Government (Water Services) Act 2025	Establishes a new framework for local government to provide water services. Objectives include provision of water services that are reliable and resilient to external factors, for example climate change and natural hazards (s17).
Coastal hazards and climate change guidance (MfE, 2024)	Outlines a 10-step process for assessing and managing coastal hazards incorporating Dynamic Adaptive Policy Pathways (DAPP) and sets out reasons for using the SSP5-8.5 scenario and associated SLR projections for coastal areas.
Civil Defence Emergency Management Act 2002	Requires local authorities to plan for reduction, readiness, response, recovery (4 Rs). The Emergency Management Bill (No2) is in progress and may replace the CDEM Act.
Various other relevant legislation	Building Act (ss71–72), Local Government Act 2002 (Long-Term Plan and Infrastructure Strategy requirements) & LGOIMA act 2024 amendment (natural hazard requirements for LIMs), Land Transport Act 1998 / National Land Transport Programme, DOC Conservation Act 1987 & NZ Biodiversity Strategy 2020, Walking Access Act 2008, Reserves Act 1977, Public Works Act 1981



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Table A1.2 Regional frameworks Te Tai Tokerau / Northland

Document / Instrument	Purpose and Focus
Te Tai Tokerau Climate Adaptation Strategy (2022)	Regional strategy developed by the four Northland councils and iwi/hapū partners (Climate Adaptation Te Tai Tokerau). Outlines shared principles, governance, and adaptation priorities.
Te Tai Tokerau Resilience Action Plan (2024)	Aligns central and local government resilience investments following Cyclone Gabrielle; emphasises community capacity and infrastructure recovery.
Northland Regional Policy Statement (RPS) (2016)	Regional framework integrating environmental management, growth, transport, and natural hazard objectives.
Regional Plan for Northland (2026)	The Combined Regional Plan brings together three former regional plans – covering water and soil, air quality, and the coastal environment – into one document. It sets out the rules and policies for how land, water, air, and coastlines are managed across Taitokerau.
Northland Civil Defence Emergency Management (CDEM) Group Plan (2023 – 2028)	Sets out the Group’s 4 Rs framework (Reduction, Readiness, Response, Recovery).
NRC Long Term Plan (LTP) and Infrastructure Strategy (2024–2034)	10-year and 30-year investment frameworks for flood risk, water quality and asset resilience.
Regional Transport Committee Studies / RLTP Review (due 2026)	Evaluates network resilience and sets investment priorities. The existing Regional Land Transport Plan for Northland 2021-2027 was reviewed in 2023.
Te Rerenga - Regional Economic Development Strategy (2023 (refreshed))	Promotes resilient and sustainable economic transition for Te Tai Tokerau. A regional strategy with a 100-year horizon, facilitated by Northland Inc.
Committees	Climate Adaptation Te Tai Tokerau (CATT) & Joint Climate Change Adaptation Committee (JCCAC).
Regional support and funding	Tangata Whenua Climate Adaptation Fund Climate Resilient Communities Fund: investing NZD 9.2 million over 10 years, Notably Climate Resilient Communities Project “Understanding climate impacts and adaptation in rural communities (2026)” understanding climate impacts and strategies to improve resilience.



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Table A1.3 FNDC Governance and Strategic Planning

Document / Instrument	Purpose and Focus
Far North District Plan (Operative)	Statutory land-use plan under RMA. FNDC is currently reviewing the district plan, with decisions due in June 2026.
Far North 2100 (FN2100)	Long-term spatial framework to 2100, guiding where and how communities will grow, with emphasis on resilience, prosperity, and sustainable land use.
Climate Change Roadmap (2020)	The Roadmap set out FNDC’s broad approach to climate change, goals and associated guiding principles, and actions plans for mitigation and adaptation.
Climate Action Policy (2023)	This Policy establishes the FNDC governance structure and operational commitment toward climate mitigation and adaptation, alignment with the Taskforce on Climate Related Financial Disclosure in its response to climate change, and alignment with Te Tai Tokerau Adaptation Strategy.
Te Hōtaka Urutau Hāpori – Community Adaptation Programme (2024 – 2030)	This programme purpose is to prepare and empower local communities to adapt to the increasing impacts of climate change across Te Hiku o te Ika (the Far North District).
Long Term Plan (LTP) 3 year plan 2024-2027 (adopted) Infrastructure Strategy (2024 (linked to LTP)	10-year financial and strategic planning instrument for Council operations. Aligns with climate action, resilience, and adaptation, with integrated spatial, infrastructure, and ecological strategies. Current LTP is only 3 years, due to water services reform. This means that water services and wastewater will be held within a separately operated CCO, and will develop their own LTP.



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Table A1.4 Local, iwi and community plans

Document / Instrument	Purpose and Focus
Iwi/Takiwa plans (Iwi/Hapu Environmental Management Plans)	<ul style="list-style-type: none"> <li>• Whirinaki Managed Retreat and Papakāinga Development Plan</li> <li>• Ahipara Takiwā Management Plan (Te Rarawa, 2023)</li> <li>• Ngā Hapū o Te Wahapū o Te Hokianga nui a Kupe Hapū Environmental Management Plan (2008)</li> <li>• Te Rarawa Strategic Plan 2020 - 2025</li> <li>• Te Runanga a Iwi o Ngapuhi Five Year Directional Plan 2023/2024 - 2027/2028</li> <li>• Nga Ture Mo te Taiao o Te Roroa Te Roroa Iwi Environmental Policy Document (2019)</li> </ul>
Community Resilience and Preparedness Plans	Provides instructions and information for members of the community response group and emergency services for hazard response, resource mapping and evacuation routes (ongoing work to develop plans for 40+ settlements across Northland). Community response plans have been developed (Pawarenga, Mitimiti, Rawene, Waima, Panguru, Motuti, and Kohukohu) as have marae preparedness plans (Motuti and Whirinaki).
Community Development Plans	<ul style="list-style-type: none"> <li>• Broadwood Community Development Plan</li> <li>• Tirohanga/Vision Kohukohu Rautaki Hapori (2019 Update)</li> <li>• Kaikohe Community Plan (2017)</li> <li>• Opononi – Omapere Community Development Plan (2010)</li> <li>• Rawene Community Development Plan (2017)</li> <li>• Utakura, Horeke, Motukiore Districts Community Plan (2016)</li> <li>• Utakura 7 Incorporation Solar Project (2025)</li> </ul>



### A1.1 Summary of population

The Stage One area, is a predominantly rural area recognised for its strong Māori population and community ties. Of the 6,750 people living in the area, Māori make up 63% of the Stage One area population. This is higher than the Northland average (40%), and significantly higher than the national average of 19.6 percent. Within the Hokianga, many residents are affiliated with local iwi such as Ngāpuhi, Te Rarawa and Te Roroa. Communities remain closely connected to marae and hapū networks that sustain local governance, culture, and resilience.

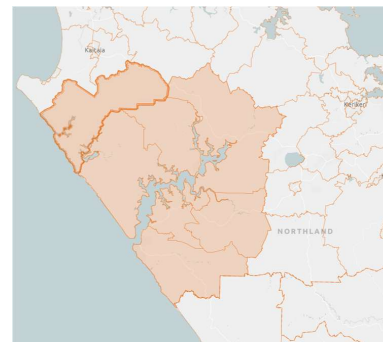


Figure A1.1: Stage One area SA2 boundaries

Table A1.5: Summary of population demographics (Statistics NZ, 2023)

Statistical Area (SA2)	Population		Median age	Median personal income (\$)	Homes	
	General	Māori			Number	Ownership (%)
Hokianga North	920	795	43.5	\$23,600	435	69.4
Hokianga South	1,370	846	49.4	\$24,900	684	74.7
Kohukohu Broadwood	750	423	54.8	\$24,600	393	75.7
Omahuta Forest-Horeke	1,190	771	41.5	\$26,300	483	72.4
Waipoua Forest	1,310	765	52.7	\$23,800	837	72.3
Herekino Takahue	1,210	654	44.6	\$26,600	468	81.3
<b>Total</b>	<b>6,750</b>	<b>4,254</b>	<b>48</b>	<b>\$24,967</b>	<b>3300</b>	<b>74.3</b>

### A1.2 Council infrastructure and services

Far North District Council operates a range of services and assets within the area, including transportation infrastructure, parks and reserves, waste transfer stations, community facilities including:

- **Transportation:** There are 660km of FNDC roads, and 120 km of State Highways. 148 bridges, 5 boat ramps, and numerous walkways and cycleways including the Twin coast discovery route and cycle trail.
- **Wastewater:** wastewater network and treatment plants at Kohukohu, Rawene and Opononi/Omapere.
- **Water supply:** Stream-fed water reservoir, treatment and supply for Rawene and Opononi/Omapere.
- **Stormwater:** Urban stormwater networks in Kohukohu, Rawene and Opononi/Omapere. A range of roading stormwater culverts and drains are located throughout the study area.



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Water reform is currently underway, with ownership of Wastewater and Water supply services expected to be transferred to a Council Controlled Organisation (CCO) as part of this process.

Major infrastructure projects that are planned or underway include:

- Rawene Wastewater Treatment Plant: In September 2025, FNDC acquired a 10-hectare land block near Rāwene for a land-based wastewater facility, replacing direct harbour discharge. This follows long-standing partnership with hapū via Te Mauri o Te Wai to protect environmental health.
- Kohukohu wastewater treatment plant: The Council plans to upgrade the Kohukohu wastewater treatment plant to improve the quality of the treated wastewater that is discharged to the Harbour (FNDC, 2024).
- Opononi wastewater treatment plant: Initial work is underway to implement plant upgrades and discharge to land.
- Rawene – Kohukohu Harbour crossing: a long-term plan evaluation for the crossing of the Hokianga Harbour was carried out in 2025 with the objective of providing a safe, reliable and effective link between the northern and southern sides of the Hokianga Stage 1 of this project identified a range of options that require further work to establish a preferred option and business case.
- Panguru flood protection works (now complete): A (NRC led) project to reduce flooding of West Coast Road at Panguru was completed in November 2021. This was a two-pronged effort that involved lifting the road, and benching and widening the river to lower the flood level.

### A1.3 FNDC early engagement

FNDC has employed two *Kaimanaki Hapori* to support climate adaptation and resilience efforts across Hokianga communities across Pou 1 and Pou 2 (refer Figure 1.1). They act as a conduit between Council, Tangata whenua, and local communities, helping to build and strengthen relationships that support meaningful engagement.

Over recent months, this work has improved understanding of the climate issues communities are facing or concerned about. Their 2025 summary (McVeagh & Barnes, 2025) found that climate change is already affecting the Hokianga through more severe and frequent extreme weather events. Examples include Cyclone Gabrielle, which left communities without power, communications, and essential supplies for days, isolating residents and disrupting health and essential services. Increasing floods, droughts, and coastal erosion are damaging homes, marae, roads, and natural ecosystems, while rising sea levels threaten coastal communities and heritage sites. Longer, drier summers are heightening wildfire risks, and changes in rainfall, soil health, and sea temperature are undermining food production, water security, and local kai and kaimoana systems central to Hokianga's cultural and economic wellbeing. Poor housing and inadequate infrastructure further amplify the health and safety vulnerability of already at-risk whānau. Top priorities were noted:

- Water security and catchment resilience
- Food system resilience
- Erosion control and land stabilisation
- Protection of cultural sites of significance
- Hokianga Harbour health and well-being
- Preparedness for emergency events.



## A2 Natural Hazard and Risk Stocktake

The Stage One area covers coastal and harbour settlements surrounding the Hokianga, Whangapē, and Herekino Harbours, and nearby communities including Waimamaku, Tāheke, Mangamuka, and Broadwood.

These areas are characterised by steep terrain, limited infrastructure, and close connection to rivers (awa) and the harbour (moana). They are exposed to multiple climate-related and natural hazards amplified by isolation and limited access routes. This stocktake summarises key hazard and risk information sources and limitations, including coastal flooding and permanent tidal inundation, coastal erosion, fluvial and pluvial flooding, drought, land instability and wildfire.

### A2.1 Natural hazard data and limitations

A review of available hazard data for coastal flooding and permanent tidal inundation, coastal erosion, fluvial and pluvial flooding, drought, land instability and wildfire has been carried out. A summary of the available information for each of these sources is included in Table A2.1. Mapped coastal erosion, coastal flooding, and fluvial flooding are shown Figure A2.1, Figure A2.2, and Figure A2.3.

Table A2.1: Summary of key hazards and data sources<sup>1</sup>

Hazard	Data source <sup>1</sup>	Scenarios available	Notes
River flooding	Water Technology (2021)	1%, 2%, 10% annual exceedance probability (AEP) Present day, 2050 <sup>2</sup> , 2100 RCP8.5	The present day and 2100 Regionwide model results have been integrated into Resilience Explorer. This model does not cover Broadwood (Rotokakahi catchment) <sup>2</sup> . Modelling of Kohukohu, Rawene, Omapere, and Opononi planned (late 2026).
Coastal Erosion	T+T, 2020	1% AEP Present day, SLR 0cm, 0.33 m, 0.85 m, 1.2m	Data available for Ōmāpere and Opononi coastline, and has been integrated into Resilience Explorer. No other coastal erosion modelling is available.
Coastal flooding	T+T, 2020	1% AEP, MHWS: Present day, SLR 0cm, 1.2m, 1.5m	The Regionwide model has been integrated into Resilience Explorer.
Land instability	Manaaki Whenua (2022)	Erosion prone land	Work is underway to develop regional landslide susceptibility maps using LiDAR data.
Groundwater	Groundwater monitoring is carried out by NRC; however, a regional model or projections is not available.		
Drought	NIWA / MfE	SSP1-2.6, SSP2-4.5, SSP5-8.5: 2040, 2060, 2100	High level projections available for Drought (Potential Evapotranspiration Deficit (PED)).
Wildfire	A National Wildfire Index is underway (Scion, FENZ).		

<sup>1</sup> Data sourced from [Natural hazards portal - Northland Regional Council](#)

<sup>2</sup> The Rotokakahi catchment has been modelled, but is not included in Resilience Explorer. Similarly, the 2050 floodplain is not integrated into Resilience Explorer.



**A2.1.1 Discussion of data suitability and limitations**

Availability of spatial hazard data is an important factor for determining the location and possible timeframes that risks may occur.

The coastal flooding, coastal erosion (where it exists), and fluvial and pluvial flooding hazards are deemed to be suitably mapped and of sufficient resolution to begin early engagement with communities and asset owners, and inform high level adaptation planning. We note that the coastal erosion dataset is incomplete (refer Figure A2.1), and therefore will limit the scope of adaptation discussions relating to this hazard.

The following points summarise the limitations of the hazard datasets:

- 1 The available river and coastal models are both developed to provide regionwide hazard assessment and have associated limitations (documented in their respective design reports: (WaterTechnology, 2021), (Tonkin & Taylor, 2021)). These hazard assessments were not intended to provide detailed property level or asset specific assessment, but, as stated above, provide suitable information to begin high-level planning.
- 2 River flood models do not represent the stormwater network, and therefore may not accurately reflect surface flooding in urban areas.
- 3 The coastal erosion assessment is confined to a limited section of the coastline (refer Figure A2.1). Coastal erosion is known to be an issue outside this area, but is unmapped, therefore we do not think that adaptation options will be able to be discussed until this dataset is developed.
- 4 Coastal flooding maps use a bathtub model which may over-predict inundation in some contexts (e.g. narrow river mouths and expansive low lying areas), and under-estimate inundation extents

in other areas as it does not account for wave runup or overtopping.

Based on the above points, the data is not considered suitable to carry out detailed design or optioneering of adaptation options.

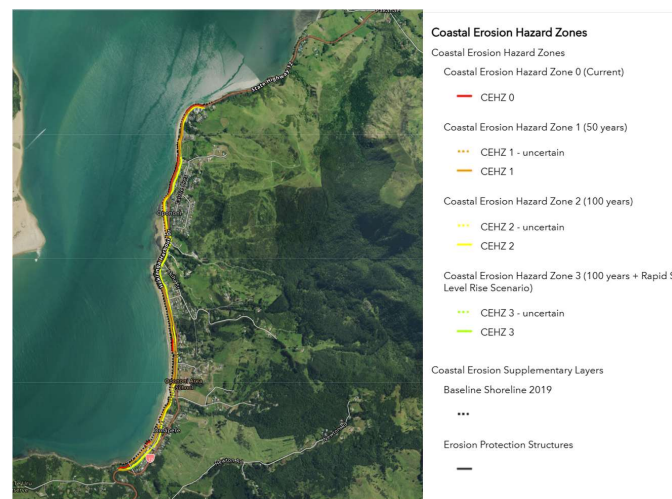


Figure A2.1: Coastal Erosion hazard (Source: NRC Natural Hazards Viewer, T+T, 2020)

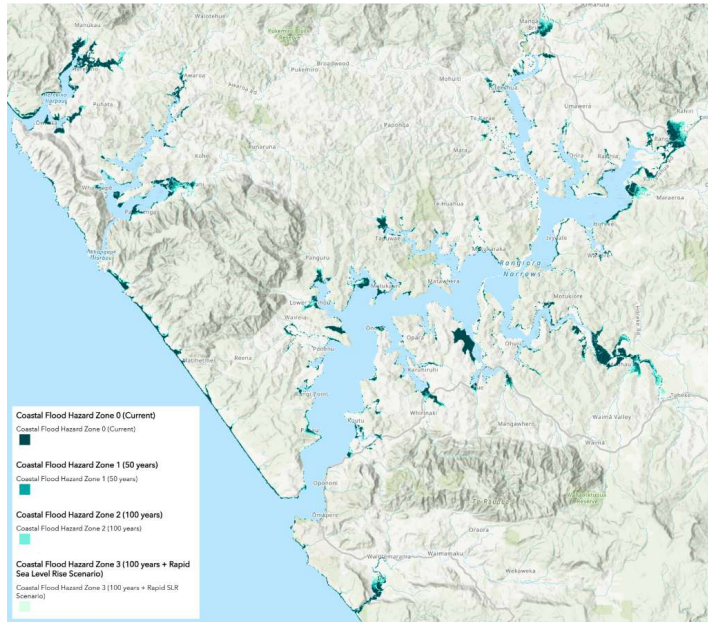


Figure A2.2: Coastal flood hazard (Source: NRC Natural Hazards Viewer, T+T, 2020)

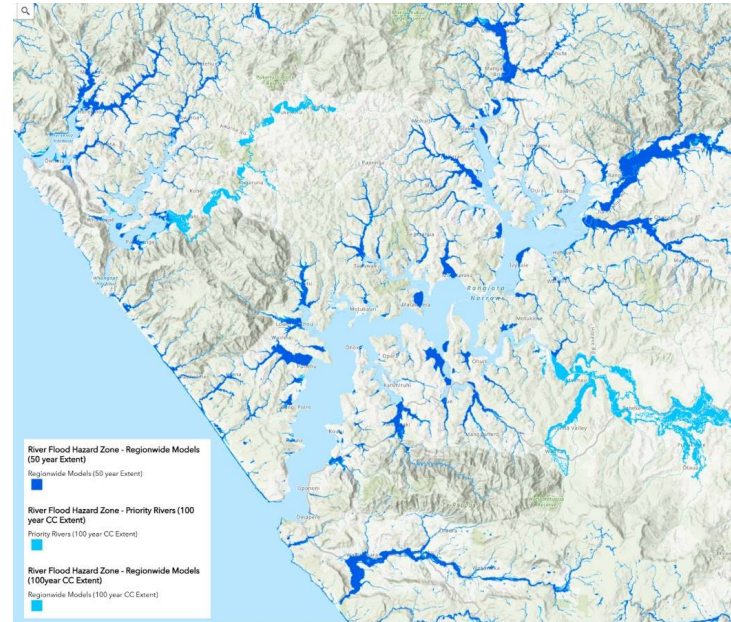


Figure A2.3: Pluvial and fluvial flooding (Source: NRC Natural Hazards Viewer, Water Technology, 2020)



**A2.2 Risk assessment review**

As part of previous work to inform this programme, a district-wide risk assessment and prioritisation has been carried out (AdapTerra Ltd, 2024), (AdapTerra Ltd, 2024), with results available for viewing through an online viewer (Urban Intelligence, 2026). The district-wide climate change risk screening recommended a prioritised list of areas for Council-supported, community-led, adaptation planning projects, which has directly informed the spatial focus of the Stage One Adaptation Plan. The risk screening applies the concepts of elements, hazard, exposure, and vulnerability to provide asset specific damage states, referred to as ‘risk’, these concepts are defined:

- **Element:** Spatial data for at-risk elements supplied by FNDC and NRC, such as Council infrastructure and reserves, residential and commercial buildings, Māori land and buildings, marae, roads, airports, community facilities, critical lifelines and others.
- **Hazard:** Hazards assessed included catchment-based flooding (pluvial and fluvial), coastal erosion, coastal flooding (i.e. storm surge) and tidal inundation due to sea level rise, over a range of timeframes. The assessment draws on the hazard data summarised in Section A2.1.
- **Exposure:** Hazard layers were used to test exposure of a range of spatial data for elements. A spatial analysis measured which elements were exposed to different hazards, including the degree of exposure such as flood depth or proximity to erosion.
- **Vulnerability:** Vulnerability is defined as the degree to which an element may experience negative consequences when exposed to hazards. For physical assets, vulnerability is quantified using vulnerability (or fragility) curves which establish the degree of damage to an asset, when exposed to a hazard.

- **Damage state / consequence / risk:** Defined as both ‘damage state’ and ‘consequence’ in Resilience Explorer. Damage arises when an element is exposed and vulnerable to a hazard. The ratio of damage is then used to determine/estimate a damage state:
  - **Insignificant:** The element has no or negligible damage (damage ratio < 0.02).
  - **Minor:** The element is damaged but still operational (damage ratio < 0.1).
  - **Moderate:** The element is damaged and partially operational (damage ratio < 0.5).
  - **Major:** The element is damaged and non-operational (damage ratio > 0.5).

The results of the risk assessment are illustrated in Table A2.2, and Figures A2.4 and A2.5. This information provides a useful evidence base to support adaptation discussions with communities.

Table A2.2: Asset exposure within Stage One areas (AdapTerra Ltd, 2024)

Adaptation area	Marae (count)				Buildings on Maori land (count)				Residential buildings (count)				Roads & State Highways (m)			
	River flooding 1%MEP 1.2m SLR	Coastal flooding 1.5m SLR	Coastal erosion 1.2m SLR	Total inundation 1.2m SLR	River flooding 1%MEP 1.2m SLR	Coastal flooding 1.5m SLR	Coastal erosion 1.5m SLR	Total inundation 1.2m SLR	River flooding 1%MEP 1.2m SLR	Coastal flooding 1.5m SLR	Coastal erosion 1.5m SLR	Total inundation 1.2m SLR	River flooding 1%MEP 1.2m SLR	Coastal flooding 1.5m SLR	Coastal erosion 1.5m SLR	Total inundation 1.2m SLR
Hokianga ki te tonga	3	1	0	1	102	21	0	10	9	31	0	20	16918	13971	0	8081.1
Herekino-Whangape	3	1	0	2	53	39	0	8	0	0	0	0	57533	17371	0	9940.1
Kohukohu	3	1	0	0	30	5	0	1	21	17	0	7	41689	21752	0	15092.9
Omahuta forest- Horeke	2	1	0	0	44	9	0	2	26	25	0	3	40291	17378	0	12976.1
Hokianga ki te raki	4	0	0	0	59	26	0	15	4	1	0	0	15161	11288	0	7652.5
Omapepe	0	0	0	0	0	0	4	0	6	4	74	0	1815	800	3013	100.0



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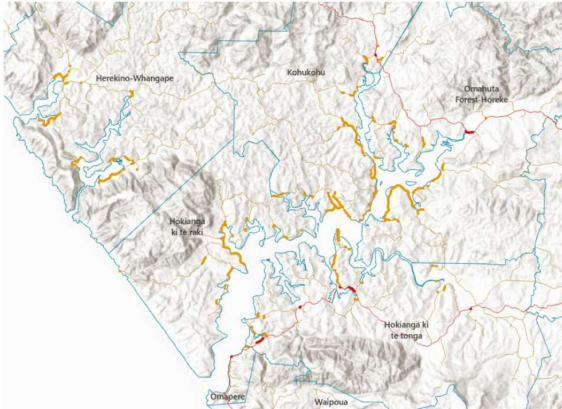


Figure A2.4: Roads (orange) and State highways (red) inundated (thick lines) in high tide flooding with 1.2m of sea level rise (AdapTerra Ltd, 2024)

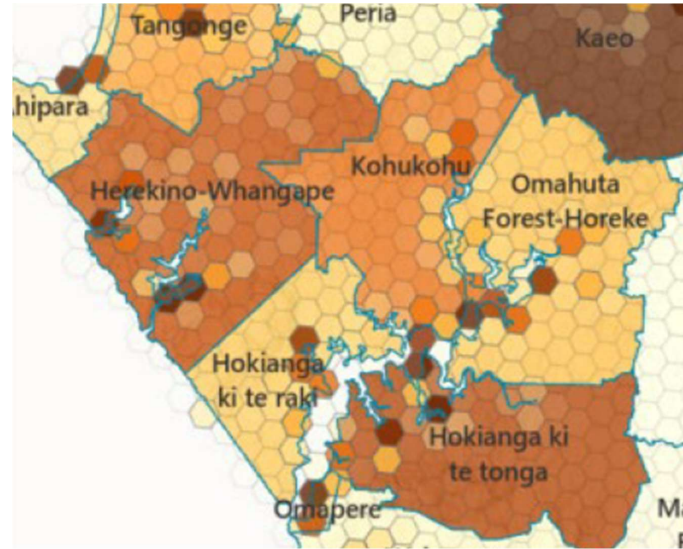


Figure A2.5: Multi-Criteria Analysis (MCA) risk screening results (equal weighting between domains) reported to both Adaptation project areas and hex grid. Darker colours indicate areas of higher prioritisation of risk.



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## Appendix B Haerenga summary

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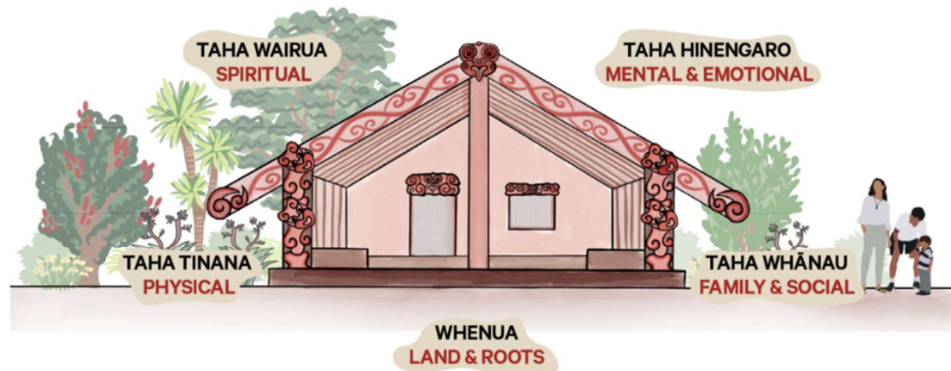


**B1.1 Framework: Te whare tapa whā**

To ensure community voice is heard, and we understand what matters from a community perspective, we have used the Te Whare Tapa Whā as an interim framework to organize and what we heard during our initial haerenga. This approach allows us to move beyond technical data and see the Stage 1 area through the lens of total wellbeing, considering the impacts and opportunities through this project are not just our physical assets, but our social connections, mental resilience, and connections to the whenua.

The following pages provide a summary of these conversations across areas and settlements. By categorizing local insights into the five dimensions of Tinana (Physical), Hinengaro (Mental), Whānau (Social), Wairua (Spiritual), and Whenua (Land), we have identified the ‘What We Heard’ and ‘What Matters Most’ for each community.

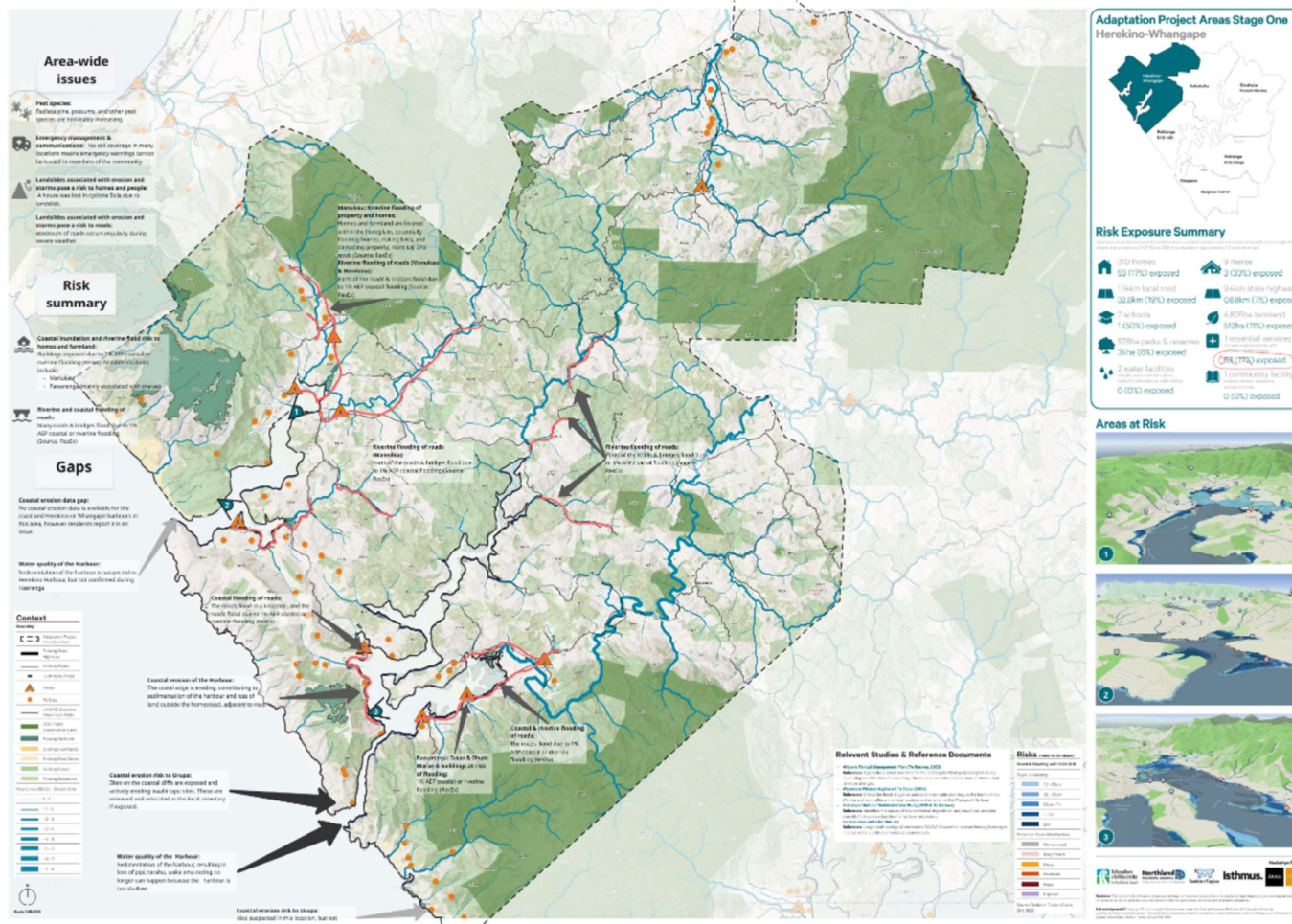
Looking ahead, these baselines will be used to generate a Mauri Outcomes Framework. This framework will serve as a consistent template across the project, which can then be personalized by communities within each of the CAP areas to reflect their unique aspirations and local identity.





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**B1.2 Haerenga findings: Herekino-Whangape**



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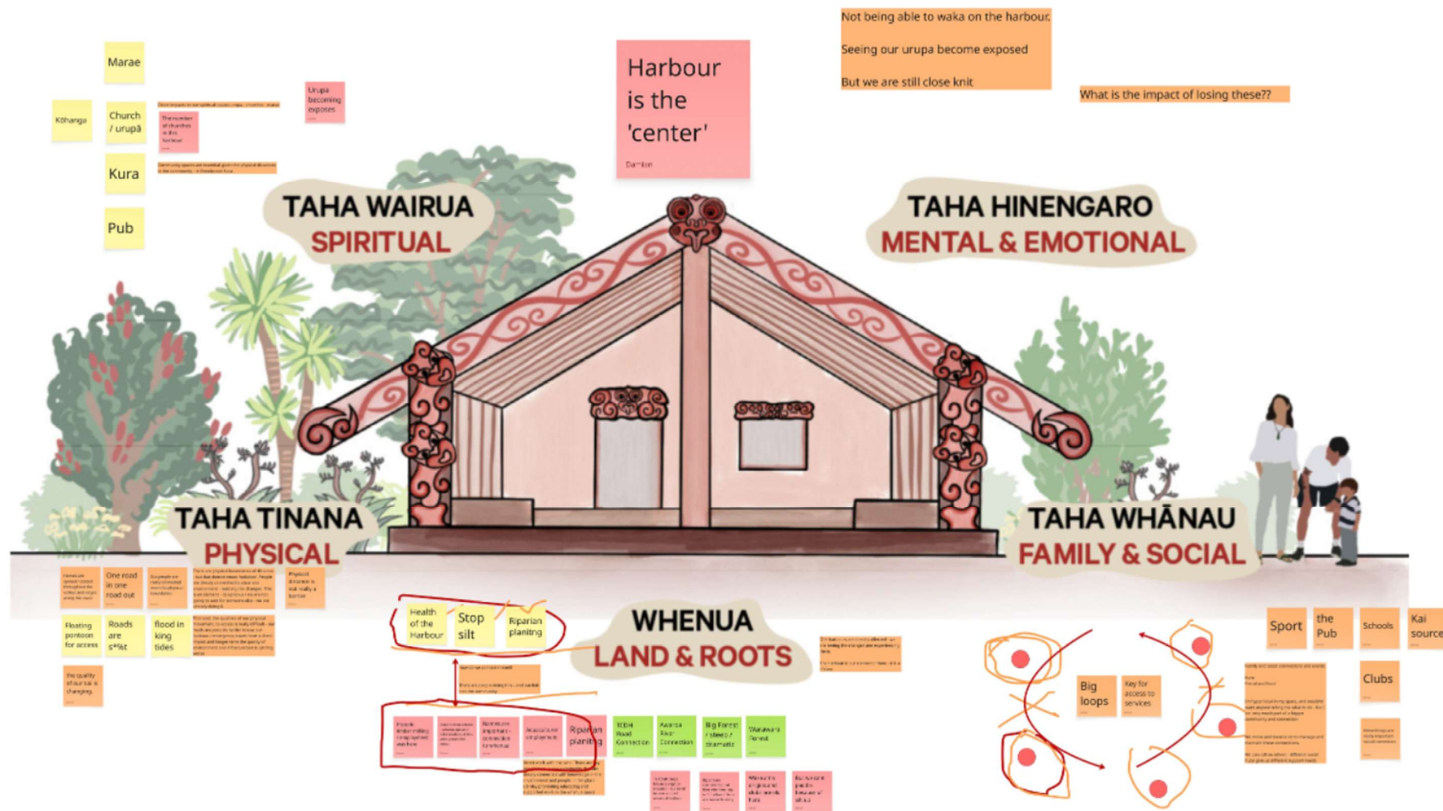
Te Hōtaka Urutau Hāpori Stage One Community Adaptation Planning – Scoping report DRAFT  
Far North District Council

28 April 2026  
Job No: 1020480.003 v1



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## Framework. Te Whare Tapa Whā.

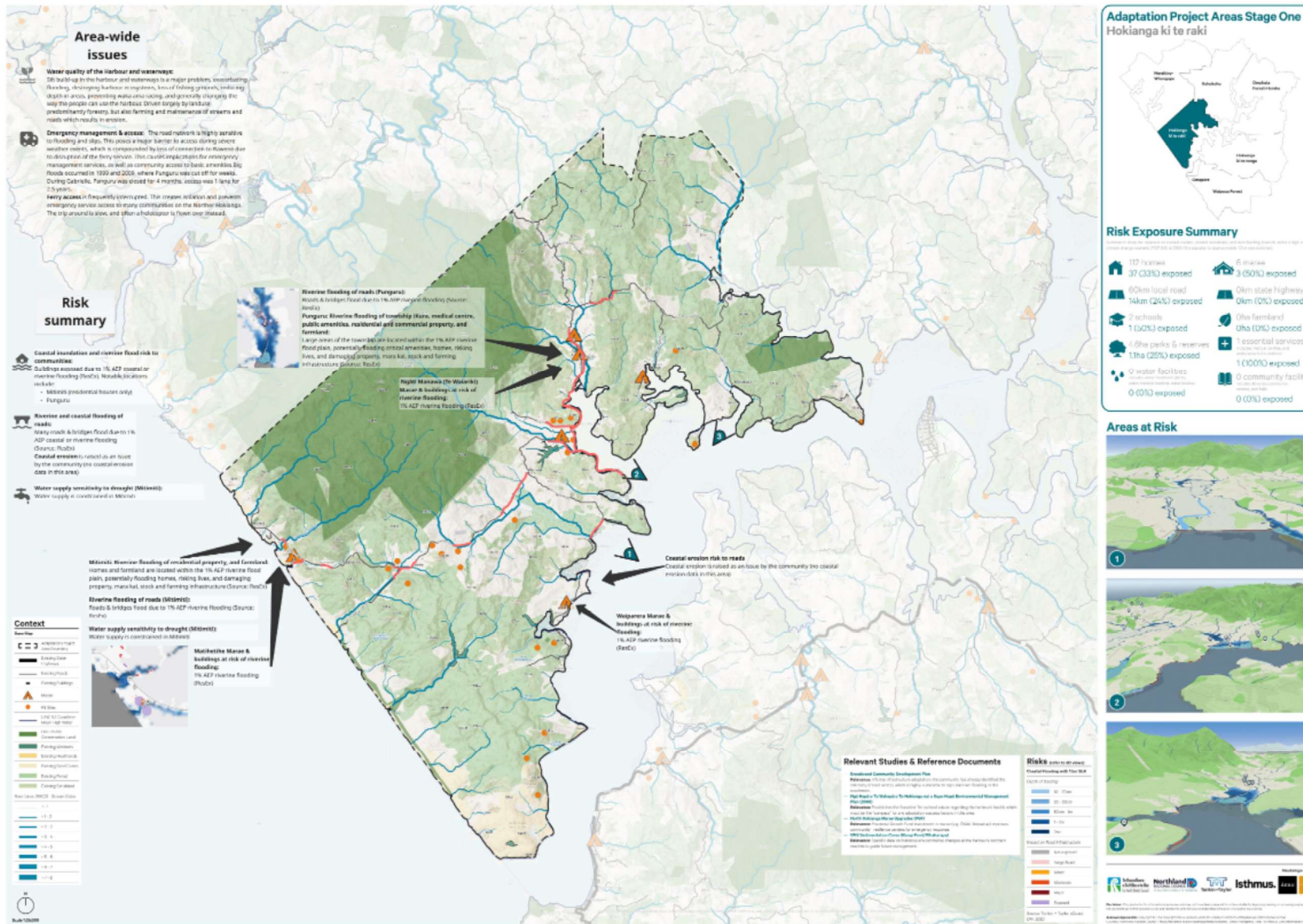


Te Hōtaka Urutau Hāpori Stage One Community Adaptation Planning – Scoping report DRAFT  
Far North District Council

Job No: 1020480.003 v1



**B1.3 Haerenga findings: Hokianga ki te raki**



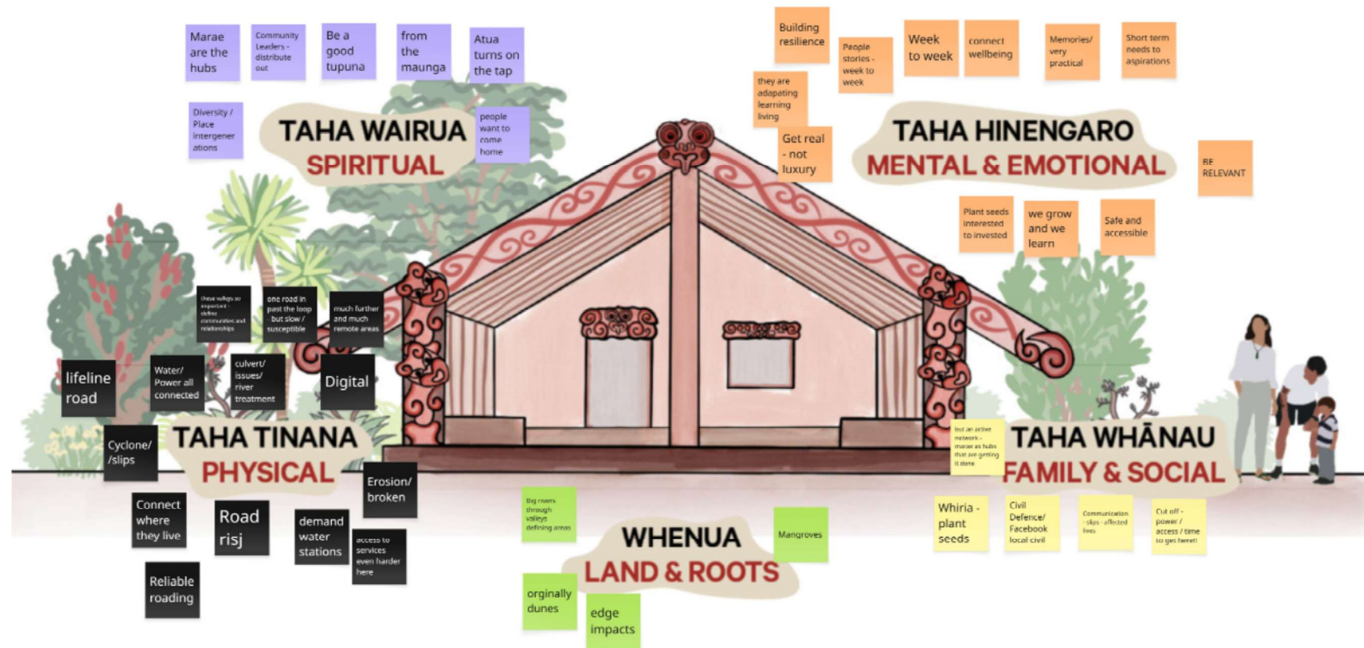
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## Framework. Te Whare Tapa Whā.

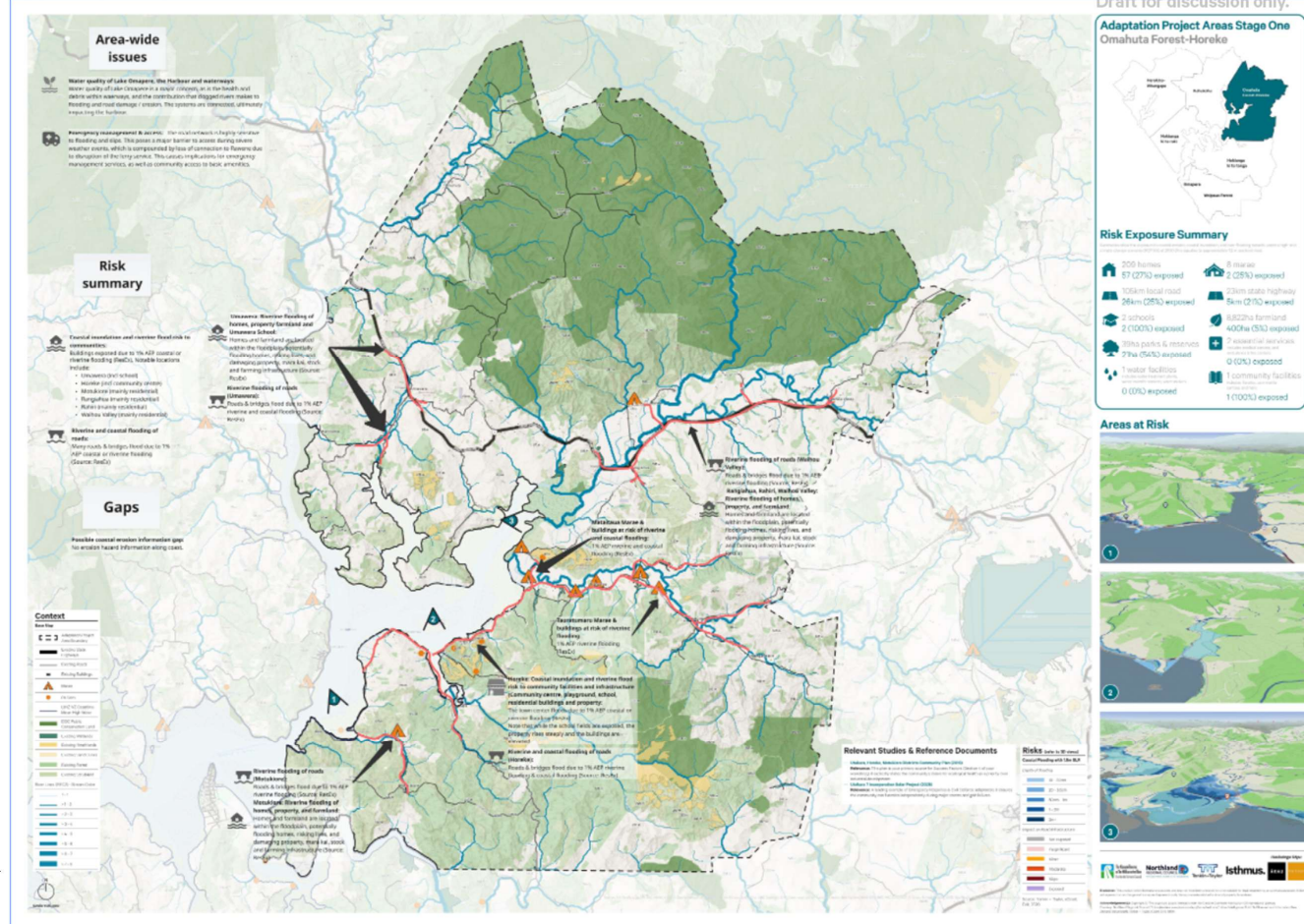




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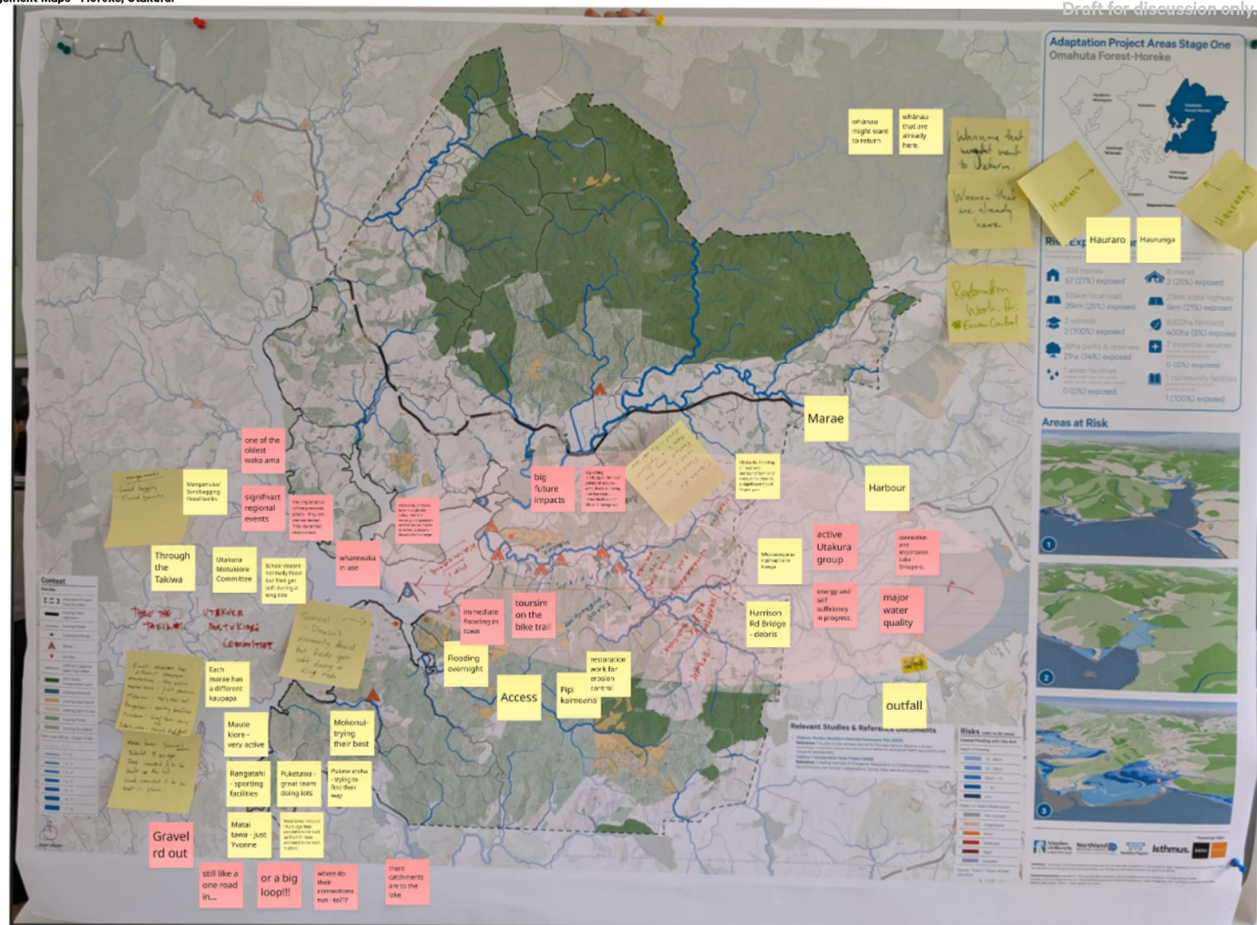
**B1.4 Haerenga findings: Hōreke, Utukura**

Engagement Maps - Hōreke, Utukura.





Engagement Maps - Hōreke, Utakura.



Tonkin & Taylor Ltd | Isthmus Group  
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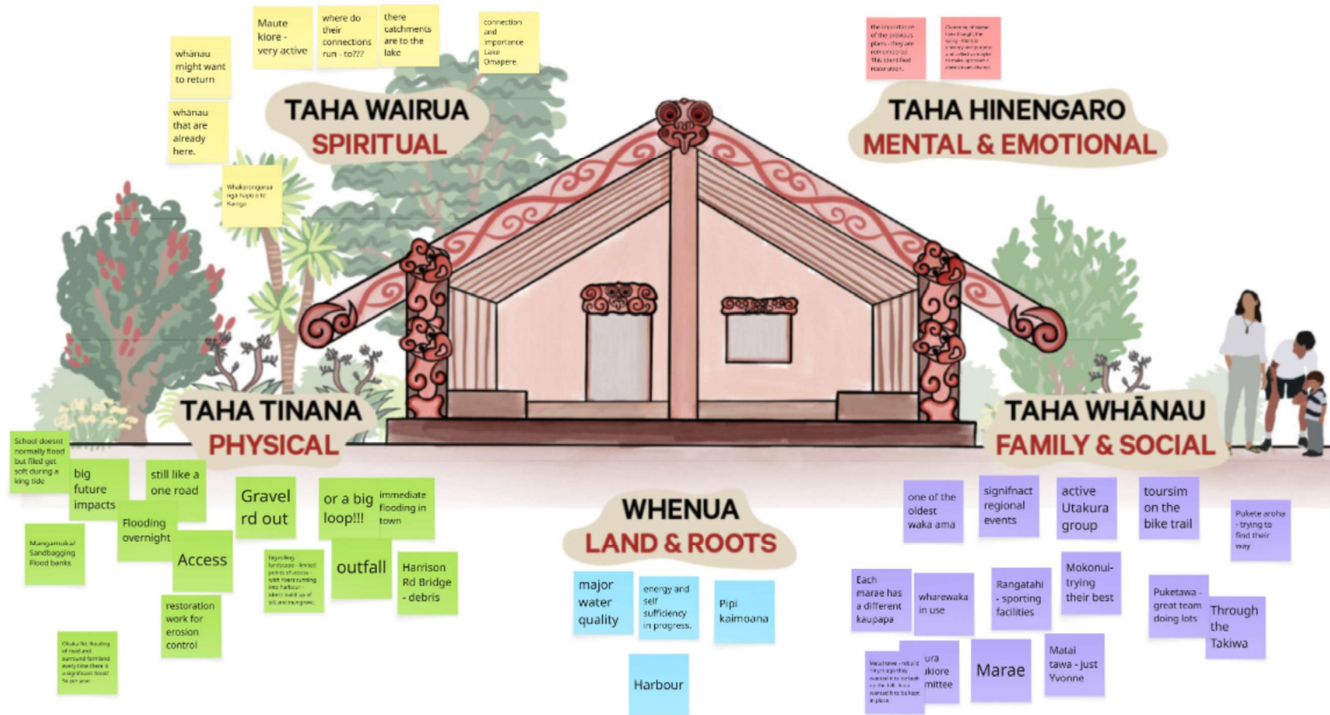
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Engagement Maps - Hōreke, Utakura.

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## Framework. Te Whare Tapa Whā.







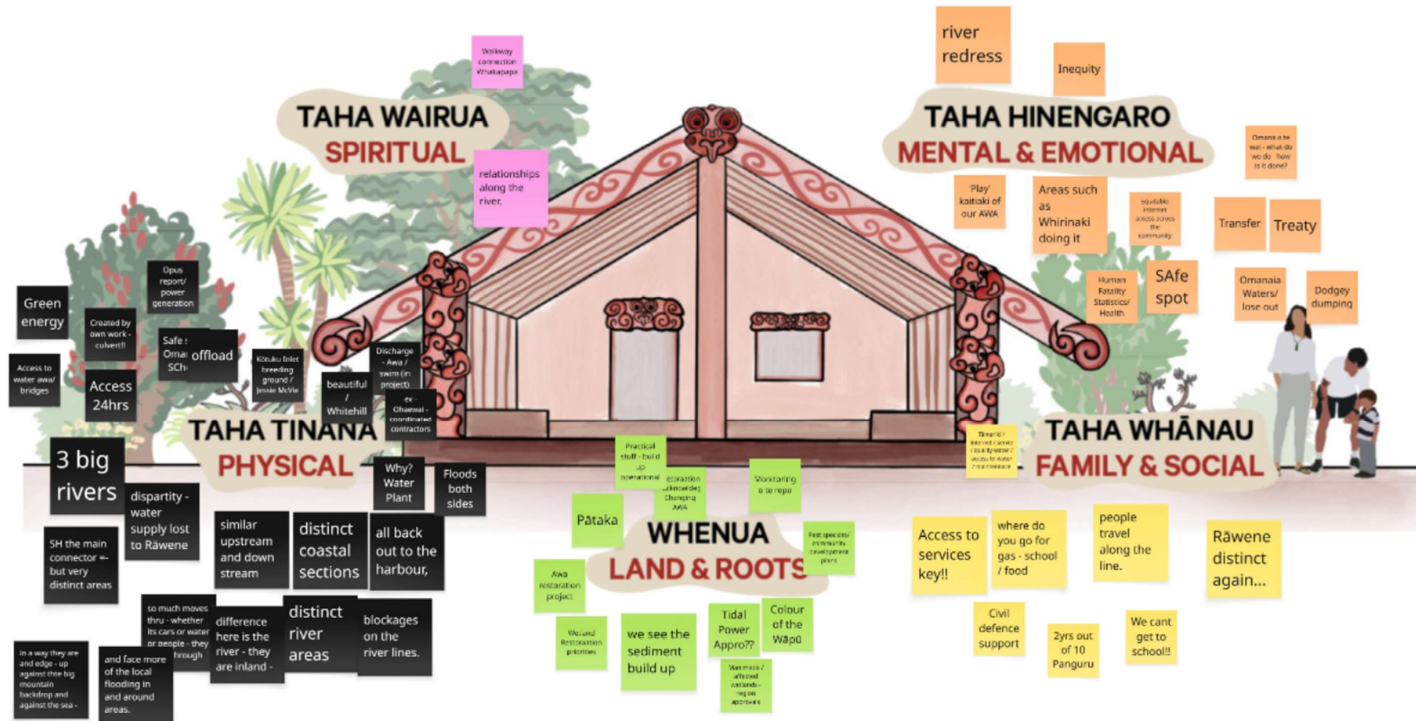


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Engagement Maps - Hauraro.

# Framework. Te Whare Tapa Whā.

Draft for discussion only.

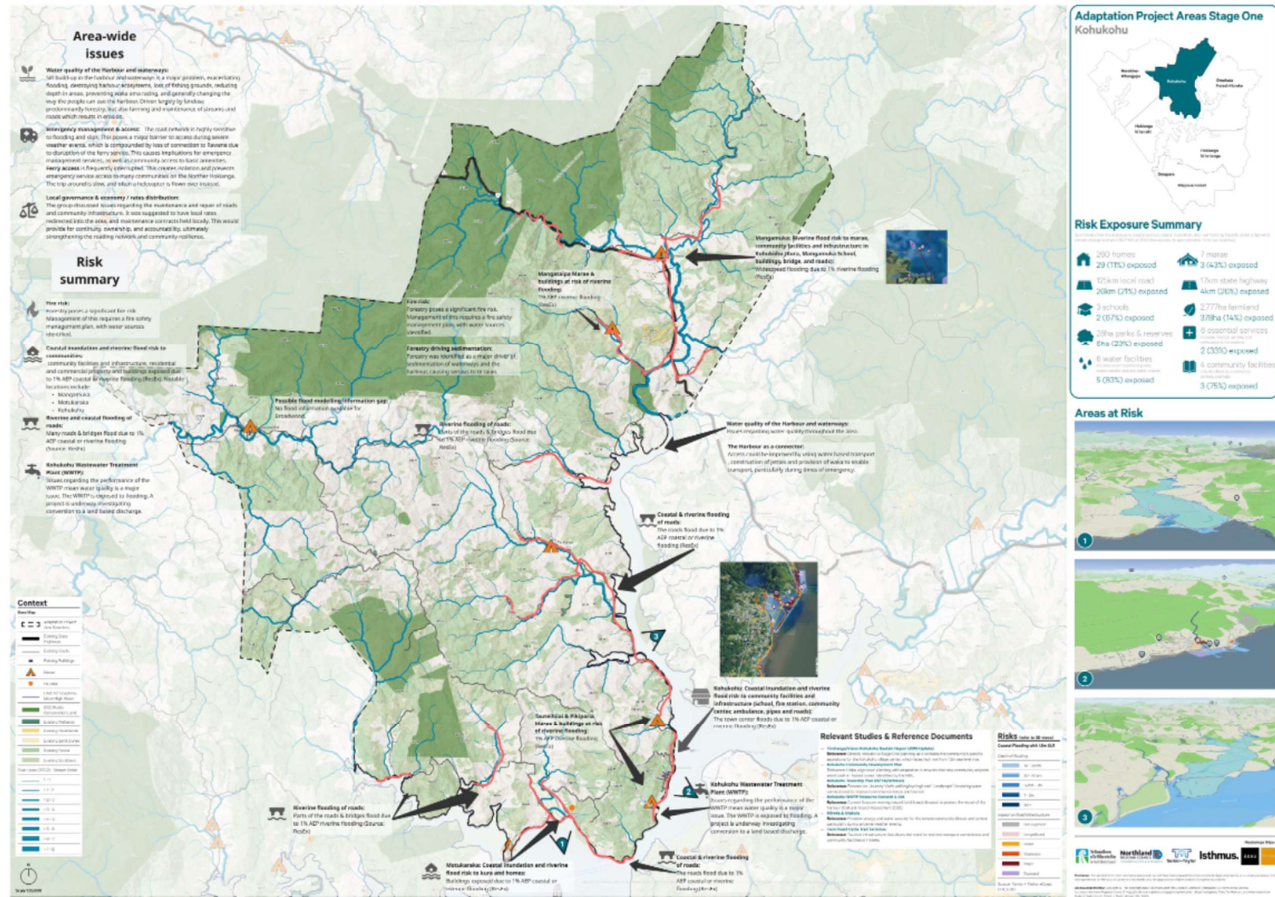




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**B1.6 Haerenga findings: Kohukohu, Mangamuka, Umawera**

Engagement Maps - Kohukohu, Mangamuka, Umawera.



Far North District Council

28 April 2026  
No: 1020480.003 v1



Engagement Maps - Kohukohu, Mangamuka, Umawera.



8 April 2026  
0480.003 v1

Far North District Council

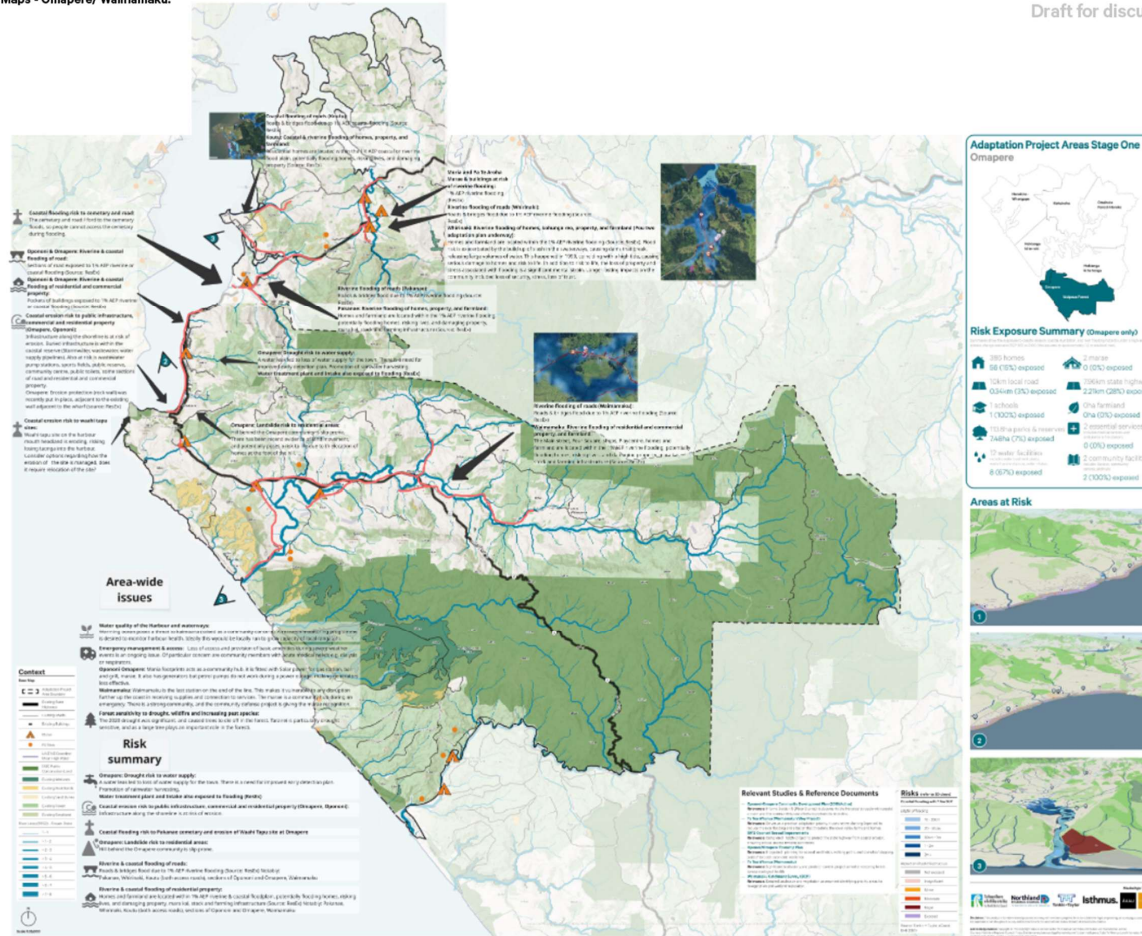




### B1.7 Haerenga findings: Ōmapere, Waimamaku

Engagement Maps - Ōmapere/ Waimamaku.

Draft for discussion only.



41.

28 April 2026  
020408.003 v1



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## Appendix C Project supporting documents

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**C1 Approach to working with communities**

**Format: Design Week One:**  
Immersive sessions in each area.

<p><b>Morning.</b> <b>Area &amp; network focus</b></p>	<ul style="list-style-type: none"> <li>— Whats at risk?</li> <li>— Whats important?</li> <li>— How we apply community values?</li> <li>— Where we apply focus? Inform afternoon</li> </ul>
<p><b>Afternoon.</b> <b>Settlement focus</b></p>	<ul style="list-style-type: none"> <li>— Themes and representatives in to breakouts.</li> <li>— Apply values to test and shape timeframes.</li> <li>— Inform Design Week 2.</li> <li>— Tuakana teina - local to regional/ local champions</li> </ul>
<p><b>Evening.</b> <b>Drop-ins</b></p>	<ul style="list-style-type: none"> <li>— Invite to community</li> <li>— Work and process display</li> <li>— Meet team/ community representatives</li> </ul>

**Immersive Design Weeks.**

This two stage Immersive Design Weeks process is designed to bridge the gap between regional strategy and local reality. By inviting the community to act as a Panel, we ensure that adaptation planning is both technically sound and deeply personal.

Round 1: The Area/ Network Scale. We zoom out to the "Big Picture," focusing on the essential connections—roads, waterways, and catchments—that bind the wider area together.

Round 2: The Settlement Focus. We zoom in on the Local Detail refining specific adaptation priorities and opportunities for the streets, hubs, and homes where people live.

This approach ensures that every local decision is supported by a resilient regional foundation.

**Format: Design Week Two:**  
Immersive sessions settlement focus.

<p><b>Morning.</b> <b>Pathways and options focus</b></p>	<ul style="list-style-type: none"> <li>— Themes and representatives in to breakouts.</li> <li>— Adaptive pathways/ options</li> <li>— Test through values lens</li> </ul>
<p><b>Afternoon.</b> <b>From now towards tūpuna decisions</b></p>	<ul style="list-style-type: none"> <li>— Reapply to networks/ values at scale</li> <li>— Timeframes from now towards tūpuna decisions</li> </ul>
<p><b>Evening.</b> <b>Drop-ins</b></p>	<ul style="list-style-type: none"> <li>— Invite to community</li> <li>— Work and process display</li> <li>— Meet team/ community representatives</li> <li>— Programme</li> </ul>

**Branches.**



**Destinations/ remote - self resilience - often feel downstream to the wider impacts.**



**Branches.**

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>Herekino.</li> <li>Whangapō</li> <li>Pawarenga.</li> <li>Mitimiti.</li> <li>Rangl Point.</li> <li>Motuti.</li> <li>Motukaraka.</li> </ul> | <ul style="list-style-type: none"> <li>Rangiahua.</li> <li>Utakura.</li> <li>Hōreke.</li> <li>Umawera.</li> <li>Walmamaku.</li> </ul> |
|--|---|

**Edge.**



**Movement through - key connectors with site specific response but network wide benefit.**



**Edge.**

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>*Kohukohu.</li> </ul> | <ul style="list-style-type: none"> <li>Tāheke</li> <li>Omanala</li> <li>Whirinaki.</li> <li>Opononi.</li> <li>Omāpere.</li> </ul> |
|--|---|

**Junction.**



**Shared services across networks. The places to bring people together.**



**Junction.**

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>Broadwood.</li> </ul> | <ul style="list-style-type: none"> <li>Panguru</li> <li>Rāwene.</li> <li>Mangamuka.</li> </ul> |
|--|--|



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**C1.1 Building community panels**

	Community Panels	Representation	Panel #'s	Orgs/ Partners	Shared Focus	Considerations
North Hokianga	North Hokianga Haukainga Representation as 2IC Role in support to Kaimanaaki Hāpori 3 Areas 6x Settlements	<b>Herekino / Whangapé to Panguru &amp; Haurunga</b>  Settlement Representation (at least x3) — Panguru — Motukaraka <b>Area Representation (1-2)</b> — Broadwood — Herekino — Whangapé — Pawarenga — Mitimiti — Rangī Point — Motuti	<b>Settlement Representation (at least x3)</b> — 6 <b>Area Representation (1-2)</b> — 7-10 <b>Orgs/ Partners</b> — 2-3 <b>Total Panel #'s</b> — 15-20	— School/ Youth — Representation from Broadwood — Hapū & Marae	— Kura/ School/ primary access to services — Water/ River connection to maunga — Community Resilience/ shared learnings — Assest response/ management	— Location to bring people together. Broadwood/ Panguru/ Marea- could be after school for example or when people are travelling to connect.
		<b>Kohukohu/ Mangamuka &amp; Umawera</b>  Settlement Representation (at least x3) — Kohukohu — Mangamuka <b>Area Representation (1-2)</b> — Umawera	<b>Settlement Representation (at least x3)</b> — 6-8 <b>Area Representation (1-2)</b> — 2-3 <b>Orgs/ Partners</b> — 2-3 <b>Total Panel #'s</b> — 12-15	— School/ Youth Representation from Kohukohu/ Broadwood — Hapū & Marae — Local Business — Ferry operations — Civil Defence	— Kura/ School/ primary access to services — Water connection to each other - harbour/ acces resilience — Upper to maunge - forestry — Settlement Resilience/ shared learnings across each — Assest response/ management	— Very distinct areas - connected by upper catchment relationship, and access
		<b>Hōreke/ Utakura &amp; Rangiahua</b>  Settlement Representation (at least x3) — Hōreke — Utakura — Rangiahua  <b>Area Representation (1-2)</b>	<b>Settlement Representation (at least x3)</b> — 6-8 <b>Area Representation (1-2)</b> — <b>Orgs/ Partners</b> — 2-3 <b>Total Panel #'s</b> — 10-12	— Hapū & Marae — School/ Youth Representation from school — Local Business — Ferry operations — Civil Defence	— Kura/ School/ primary access to services — Water connection to each other - harbour/ acces resilience — Upper to maunge - forestry — Settlement Resilience/ shared learnings across each — Assest response/ management	— Relationships/ active marae and connection to Lake Omāperea.
South Hokianga	South Hokianga Haukainga as 2IC Role in support to Kaimanaaki Hāpori 2 Areas 6x Settlements	<b>Hauraro</b>  Settlement Representation (at least x3) — Rawene  <b>Area Representation (1-2)</b> — Omanaia — Taheke	<b>Settlement Representation (at least x3)</b> — 3-5 <b>Area Representation (1-2)</b> — 3-5 <b>Orgs/ Partners</b> — 2-3 <b>Total Panel #'s</b> — 12-15	— Hapū & Marae — School/ Youth — Civil Defence	— Kura/ School/ primary access to services — Water connection to each other - harbour/ acces resilience — Upper to maunge - forestry — Settlement Resilience/ shared learnings across each — Assest response/ management	— River to sea obstruction/ sedimentation — Access to services — Water quality & harbour access
		<b>Whirinaki to Waimamaku</b>  Settlement Representation (at least x3) —  <b>Area Representation (1-2)</b>	<b>Settlement Representation (at least x3)</b> — 12 <b>Area Representation (1-2)</b> — 5 <b>Orgs/ Partners</b> — 2-3 <b>Total Panel #'s</b> — 20-25	— Hapū & Marae — School/ Youth — Civil Defence — Local Business	— Kura/ School/ primary access to services — Water connection to each other - harbour/ acces resilience — Upper to maunge - forestry — Settlement Resilience/ shared learnings across each — Assest response/ management	— River to sea obstruction/ sedimentation — Access to services — Water quality & harbour access — Road access

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## 7.5 ELECTRIC VEHICLE CHARGING INFRASTRUCTURE

**File Number:** A5799319

**Author:** Aya Morris, Net Zero & Sustainability Programme Lead

**Authoriser:** Kate Ivicheva, Group Manager - Planning & Policy

### TAKE PŪRONGO / PURPOSE OF THE REPORT

This report seeks endorsement for public electric vehicle (EV) charging infrastructure to be installed in off-street public carparks and in areas of parks and reserves already in use as public parking spaces within the Kaikohe-Hokianga Ward.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Government's Public EV Charging Infrastructure Loans Programme offers opportunities to improve access to public EV charging facilities in the Far North.
- The costs for installation and maintenance for this public infrastructure will be covered by private companies as recipients of the loans, with no cost to Far North District Council (FNDC).
- Many sites owned by FNDC have been identified as ideal locations for public EV charging infrastructure, and private companies wish to seek leases.
- Granting leases for the installation of public EV charging infrastructure on FNDC sites will support goals related to climate action and sustainability in FNDC's existing strategy and policy.

### TŪTOHUNGA / RECOMMENDATION

**That Kaikohe-Hokianga Community Board:**

- Endorses the granting of leases for sites managed by the Far North District Council to facilitate the installation of public EV charging infrastructure in off-street public carparks and in areas of council parks and reserves that are already in use as public parking spaces.**

### 1) TĀHUHU KŌRERO / BACKGROUND

The government has recently allocated loans to two private companies to advance the extension of the nationwide EV charging network through the Public EV Charging Infrastructure Loans Programme. These two companies, ChargeNet and Meridian Energy, have each approached the FNDC to seek a strategic partnership to strengthen the EV charging network within the district.

There is presently limited access to public electric vehicle chargers within the Far North District. The PlugShare site shows 54 EV chargers in the Bay of Islands, with many of these located on the premises of private accommodation providers, and 35 EV chargers in other areas of the Far North.<sup>1</sup> These figures include chargers which are currently under repair.

Many areas across the Far North roading network lack public EV charging infrastructure altogether. This lack of public EV charging infrastructure acts as a disincentive for locals wishing to transition to EV use, and for EV users considering visits to the Far North.

The FNDC has previously partnered with the Northland Regional Council, Top Energy, ChargeNet, and Te Ahu Charitable Trust to advance the growth of the regional EV charging network through the

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<sup>1</sup> [PlugShare - EV Charging Station Map - Find a place to charge your car!](#)

Crimson Coast EV Highway project, funded through the Low Emission Vehicles Contestable Fund administered by EECA.<sup>2</sup>

The transition to electrification within the transport sector supports existing FNDC climate action strategy and policy around the reduction of greenhouse gas emissions by communities, businesses and visitors within the Far North District.

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

The installation of public electric vehicle charging infrastructure benefits Far North communities, businesses and visitors. The use of electric vehicles and hybrids is becoming increasingly common within the Far North District and within New Zealand more widely.

It is recommended that FNDC sites already in use for car parking should be considered for leases to private companies seeking to install public EV charging infrastructure for community use.

### **Benefits of EV charging infrastructure**

The transition to electric vehicles supports nationwide greenhouse gas emissions reduction targets set out in legislation and New Zealand's second national emissions reduction plan.<sup>3 4</sup>

Emissions from transportation are the second-highest source of greenhouse gas emissions in the Northland region, after agriculture, contributing approximately 30% of regional emissions.<sup>5</sup>

### **Policy and strategy considerations**

The reduction of community greenhouse gas emissions within the Far North District supports the achievement of targets set out through Far North District Council policy and strategy, including the Far North 2100 Strategy,<sup>6</sup> the Climate Change Roadmap,<sup>7</sup> and the Climate Action Policy.<sup>8</sup> The Far North District Council Parking Bylaw already includes instruments relating to the management of parking spaces with EV charging infrastructure.<sup>9</sup> This bylaw would need to be amended to add additional areas if further chargers are to be installed on FNDC sites.

### **Risks and mitigation**

The allocation of leases within parking areas located on FNDC sites may risk a reduction in the availability of parking for vehicles other than EVs. The sites recommended in Appendix A have been selected to minimise this risk.

There is some risk that sites selected for public EV charging may reduce the availability of accessible parking for people with disabilities. The sites recommended in Appendix A have been selected to minimise this risk. It is also proposed that terms should be included in lease documentation to ensure that there is no reduction in accessible parking.

### **Significance and engagement**

The proposal does not recommend installing EV infrastructure at any sites that are not already used for car parking. It is unlikely that any negative impacts other than those noted above will result from a change of use from parking for traditional vehicles to parking for EVs.

Formal processes of public consultation and engagement have not been carried out for earlier EV infrastructure installations on FNDC sites.

### **Costs of each option**

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<sup>2</sup> [Convoy Celebrates Kaitaia Charger Opening; LEVCF-approved-projects-round-2.pdf; The Crimson Coast - Overview](#)

<sup>3</sup> [Climate Change Response \(Zero Carbon\) Amendment Act 2019 | New Zealand Legislation](#)

<sup>4</sup> [New Zealand's second emissions reduction plan 2026–30: Amended January 2026 | Ministry for the Environment](#)

<sup>5</sup> [Council Emissions | Far North District Council](#)

<sup>6</sup> [far-north-2100.pdf](#)

<sup>7</sup> [FNDC Climate Change Road Map](#)

<sup>8</sup> [Climate-Action-Policy.pdf](#)

<sup>9</sup> [https://www.fndc.govt.nz/\\_data/assets/pdf\\_file/0022/16429/Parking-Bylaw-Amended-February-2023.pdf](https://www.fndc.govt.nz/_data/assets/pdf_file/0022/16429/Parking-Bylaw-Amended-February-2023.pdf)

Both ChargeNet and Meridian Energy propose to seek 15-year leases or licences for FNDC sites, and to cover all costs toward the installation and ongoing maintenance of public electric vehicle charging infrastructure.

ChargeNet are seeking sites suitable for AC charging, informally known as slow charging. This charging method typically requires longer dwell times and produces limited revenue for providers as less electricity is consumed. ChargeNet are seeking leases free of lease fees due to this limited revenue opportunity and slower return on investment over time. They are willing to consider sites in smaller towns throughout the Far North District.

Meridian Energy are seeking sites suitable for DC charging, informally known as fast charging. This charging method offers a faster return on investment for providers. Meridian Energy are therefore seeking busier sites, located close to the state highway network, and is offering lease fees of approximately \$2000 per site per year.

It is recommended that sites with central locations and higher traffic volumes are considered for Meridian Energy leases and sites with less central locations are considered for ChargeNet leases.

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

The installation of public EV charging infrastructure benefits residents, businesses, and visitors to the Far North District by increasing access to public EV chargers, reducing wait times, and reducing travel distances between chargers. This increased access to EV charging incentivises domestic tourists to visit the Far North and encourages Far North residents and businesses to transition toward cleaner transportation options, supporting the Far North District Council's community greenhouse gas emissions reduction goals.

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

There is no requirement to allocate budget to this project, as the costs will be covered by the proposed providers of public EV charging infrastructure, ChargeNet and Meridian Energy.

There may be income opportunities available to the Far North District Council through the terms of leases and licences to occupy the selected sites.

### **ĀPITIHINGA / ATTACHMENTS**

- 1. Appendix A - KHCB EV Charging Proposal - A5807401**  

**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 report has a low degree of significance. The sites proposed for the installation of public EV infrastructure are already in use as car parking spaces, so the installation of EV infrastructure is unlikely to create additional adverse effects in comparison to the existing car parks.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	<a href="#">Climate Change Response (Zero Carbon) Amendment Act 2019   New Zealand Legislation</a> <a href="#">Parking-Bylaw-Amended-February-2023.pdf</a> <a href="#">Climate Change Road Map</a> <a href="#">Climate Action Policy</a> <a href="#">Far North 2100</a>
State whether this issue or proposal has a District-wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This issue has district-wide relevance and community relevance. This is a community board report.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.  State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	<p>There are implications for Māori, as improved environmental outcomes from reducing greenhouse gas emissions have the potential to benefit lands and waterways.</p> <p>The sites proposed for the installation of public EV infrastructure are already used as car parking spaces, so the installation of EV infrastructure is unlikely to create additional adverse effects for Māori compared with the existing car parks.</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).	People with disabilities or the aged community may be impacted if there is any reduction in the availability of accessible car parking. The project will ensure that no accessible car parks are removed and will ensure that new accessible car parks are created as EV users also have needs for accessible parking.

<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>This has been covered in Section 3. There are no requirements for budget allocation for this project, as the installation of public EV charging infrastructure will be covered by the proposed providers of public EV charging infrastructure: ChargeNet and Meridian Energy.</p> <p>There may be opportunities for income generation through the terms of the leases and licences to occupy which will be granted.</p>
<p>Chief Financial Officer review.</p>	<p><a href="#">Type here</a></p>

**APPENDIX A – Kaikohe-Hokianga Ward - Potential Sites for EV Charging Infrastructure**

<b>Site Name</b>	<b>Site Address</b>	<b>Recommendation</b>	<b>Notes</b>
Kaikohe HQ Carpark	5 Memorial Ave, Kaikohe 0405	Not recommended	This is a council staff carpark.
Memorial Ave Carpark	8 Marino Place, Kaikohe 0405	Recommended - 6 AC chargers with parking spaces available for non-exclusive EV use, ChargeNet	Convenient location near amenities and state highways.
Te Corner Carpark	2 Hobson St, Ohaeawai 0472	Recommended - one charger to serve two spaces, Meridian Energy	Convenient location near amenities and state highways.
Lindvart Park Toilets Carpark	7 Recreation Road, Kaikohe 0405	Recommended - 3 AC chargers with parking spaces available for non-exclusive EV use, ChargeNet	Location near sports hub so longer dwell time likely.
Rawene Service Centre Carpark	11 Parnell St, Rawene 0473	Recommended - one charger to serve two spaces, Meridian Energy	Convenient location near amenities.
<b>Parks &amp; Reserves Carparks</b>			
Freese Park	5 Freese Park Rd, Ōmāpere 0473	Recommended - one charger to serve two spaces, Meridian Energy	Convenient location near amenities and state highways.
<b>Public Toilets Carparks</b>			
Clendon Esplanade Toilets	8 Clendon Esplanade, Rawene 0473	Recommended - 3 AC chargers with parking spaces available for non-exclusive EV use, ChargeNet	Convenient location near amenities.
Russell Esplanade Toilets	6 Russell Esplanade, Rawene 0473	Recommended - 3 AC chargers with parking spaces available for non-exclusive EV use, ChargeNet	Convenient location near amenities.
Panguru Toilets	Opposite 2178 West Coast Rd, Panguru	Recommended - 3 AC chargers with parking spaces available for non-exclusive EV use, ChargeNet	Convenient location near amenities.
<b>Community Buildings &amp; Halls Carparks</b>			
Okaihau Hall Carpark	9 Settlers Way, Okaihau 0475	Recommended - one charger to serve two spaces, Meridian Energy	Convenient location near amenities and state highways.
Horeke Hall Carpark	2105 Horeke Road, Horeke 0475	Recommended - 3 AC chargers with parking spaces available for non-exclusive EV use, ChargeNet	Convenient location near amenities.
Kohukohu Library Carpark	1382 Kohukohu Rd, Kohukohu 0491	Recommended - 3 AC chargers with parking spaces available for non-exclusive EV use, ChargeNet	Convenient location near amenities.

## 7.6 FUNDING APPLICATIONS

**File Number:** A5824849

**Author:** Kathryn Trewin, Funding Advisor

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

### TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises the applications received for the Local Community Grant funding to enable the Kaikohe-Hokianga Community Board to determine which applications will receive funding at the meeting.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Eight new applications have been received, requesting a total of **\$44,450**.
- At the time this report was written, the 2026/27 Annual Plan has not been adopted, so funding has not been confirmed. This is due to take place on 25 June 2026. Funding is expected to be similar or the same to the 2025/26 financial year – Community Grant funding of \$106,927 and Pride of Place funding of \$100,000.

#### TŪTOHUNGA / RECOMMENDATION

a) That Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Hush Hope Unity Strength Hauora Trust for costs towards Ko Wai Au? Rangatahi Identity & Wellbeing Programme

#### TŪTOHUNGA / RECOMMENDATION

b) That Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Hokianga Bowling Club for costs towards tree maintenance/removal at the club grounds.

#### TŪTOHUNGA / RECOMMENDATION

c) That Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Hospice Mid-Northland for costs towards medical beds and extenders.

#### TŪTOHUNGA / RECOMMENDATION

d) That Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Board's Community Grant Fund account to R Tucker Thompson Sail Training Trust for costs towards youth training voyages for Kaikohe-Hokianga rangatahi.

#### TŪTOHUNGA / RECOMMENDATION

e) That Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Splashsave Foundation for costs towards Wai Ora Far North – Splashsave Water Safety Course.

**TŪTOHUNGA / RECOMMENDATION**

f) That Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Board's Pride of Place Grant Fund account to Te Kotahitanga E Mahi Kaha Trust for costs towards Te Ara Kohekohe - Phase 1 Kaikohe sign

**TŪTOHUNGA / RECOMMENDATION**

g) That Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Te Tai Tokerau Tarai Waka Inc for costs towards Te Hekengamai Te Hau Komaru Waka Hauora Festival 2026

**TŪTOHUNGA / RECOMMENDATION**

h) That Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Youthline Auckland Charitable Trust for costs towards Youthline Helpline Support for Youth - Kaikohe Hokianga

**1) TĀHUHU KŌRERO / BACKGROUND**

Each application has been checked by staff for completeness and complies with the conditions of the Community Grant Policy, Community Outcomes as stated in the Long-Term Plan (LTP) and all provisions listed on the application form.

Each application must meet at least one community outcome from the Council's LTP. The six community outcomes are as follows:

1. A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki;
2. We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride.
3. Proud, vibrant communities;
4. Prosperous Communities supported by a sustainable economy;
5. Communities that are safe, connected and sustainable;
6. Communities that are prepared for the unexpected;

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

<b>Applicant and Project</b>	<b>Requested</b>	<b>Recommend</b>	<b>Comments</b>
a) Hush – Hope Unity Strength Hauora Trust – Ko Wai Au? Rangatahi Identity and Wellbeing Programme	\$3,000	\$3,000	The applicant seeking funding from the Board towards a dance-based youth-activity programme. They were previously granted funding in October 2023 (\$2,500) for an end-of-year dance showcase.  This meets community outcomes 2,3,5,6
b) Hokianga Bowling Club – Tree felling and maintenance	\$2,070	\$1,035	The applicant leases the site from FNDC and is responsible for maintaining the facility. They have previously received funding for a storage shed (2022 - \$5,580), a greens roller (2023 - \$2,500), a safety barrier and for rebuilding a wall and drainage ditch (2024 - \$1,360 and \$3,000). This application is for the felling of trees that are causing issues to the building and greens. They have asked for the full amount of the project. The amount recommended is 50% of the total cost. This meets community outcomes 3,5,6
c) Hospice Mid-Northland Society Ltd – Medical beds and extenders	\$5,210	\$5,210	The applicant is seeking funding for medical beds and extenders for use within the Kaikohe-Hokianga community. It is noted that the Board granted funding for replacement mattresses and the report for that project is outstanding. Hospice have advised that this was overlooked as the responsible staff have all left, but they are working on submitting it now (September 2025 - \$2,500). The amount requested is less than 50% of the total project cost. This meets community outcomes 2,3,5,6
d) R Tucker Thompson Sail Training Trust – Kaikohe-Hokianga rangatahi at sea	\$4,000	\$4,000	The applicant is seeking funding to assist rangatahi from Kaikohe-Hokianga ward to attend youth sailing voyages. They have previously received \$4,000 in each of the past five financially years.  This meets community outcomes 2,3,5
e) Splashsave Foundation – Wai Ora Far North Splashsave Water Safety Course	\$12,570	\$5,000	The applicant is seeking funding to run water safety training in the Kaikohe-Hokianga ward. This is the first application they have made. This meets community outcomes 2,3,5,6

Applicant and Project	Requested	Recommend	Comments
f) Te Kotahitanga E Mahi Kaha Trust - Te Ara Kohekohe Phase 1 Kaikohe Sign	\$5,100	\$5,100	The applicant is seeking funding for a sign at the start of the Kaikohe section of the Pou Herenga Tai rail trail. The sign would be located on property owned and maintained by the cycle trail trust.  This meets community outcomes 2,3,4,5
g) Te Tai Tokerau Tarai Waka Inc - Te Hekengamai Te Hau Komaru Waka Hauora Festival 2026	\$5,000	\$5,000	The applicant is seeking funding for rangatahi to attend the Te Hau Komaru Waka Hauora Festival. They have applied for the same amount from Te Hiku and Bay of Islands-Whangaroa Boards. This meets community outcomes 2,3,5
h) Youthline Auckland Charitable Trust - Youthline Helpline Support for Youth - Kaikohe Hokianga	\$7,500	\$2,500	The applicant is seeking funding towards cover costs for supplying Youthline support to the youth of Kaikohe-Hokianga. They have previously received \$3,000 in 2021 and \$2,000 in 2025) This meets community outcomes 3,5,6

### TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The applicants are required to complete a standard application form and provide supporting information.

For each application the Board has three options.

**Option 1** Authorise funding for the full amount requested.

**Option 2** Authorise partial funding.

**Option 3** Decline funding.

Each application has been assessed and meets the criteria of the Community Grant Policy, Community Outcomes as listed in the LTP and the conditions listed on the application form.

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

Budgetary Provisions have been made and the grant is allocated in accordance with the Community Grant Policy.

### ĀPITIHINGA / ATTACHMENTS

1. KHCB - Summary of Funding Applications - July 2026 - A5826025  

**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.	Community Grant Policy and Te Pae o Uta.
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 does not have district-wide relevance. Community Boards hold the delegation to approve Community Grant Funds.
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 relation to land and/or water.
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).	Considered in each of the individual applications.
State the financial implications and where budgetary provisions have been made to support this decision.	Budgetary provision has been made and the grant is allocated in accordance with the Community Grant Policy.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

The full application is supplied to the Board under separate cover to maintain the privacy of the information provided by the applicant

KHCB2627/7

<b>Application ID</b>	KHCB2627/7
<b>Applicant</b>	H.U.S.H Hope Unity Strength Hauora trust
<b>What sector do you/your organisation work in</b>	Community/Social Services
<b>Applicant Project Contact</b>	Miss Bo-Deene Stephens
<b>Position</b>	Chairperson - Hush Trust

<b>Please briefly describe the purpose of your organisation</b>	HUSH Trust provides accessible arts, cultural and wellbeing opportunities for tamariki, rangatahi and whānau in Te Tai Tokerau. Through dance, creative expression, leadership development and community programmes, we strengthen confidence, cultural identity, hauora and positive community connections.
<b>Number of Members</b>	6
<b>Project Title</b>	KO WAI AU? Rangatahi Identity & Wellbeing Programme
<b>Type of Activity</b>	Art/Culture/Heritage
<b>Start Date</b>	07/07/2026
<b>Location</b>	Kaikohe and Far north district
<b>Is there an entry fee/charge?</b>	No
<b>If yes, how much?</b>	
<b>How many active participants, including volunteers?</b>	60
<b>How many visitors/audience members/clients do you expect?</b>	200
<b>Have you engaged with tangata whenua about your project?</b>	Yes
<b>Have you engaged with the community about your project?</b>	Yes
<b>Who will benefit from your project, and how?</b>	KO WAI AU? will benefit local tamariki, rangatahi, whānau and the wider Kaikohe-Hokianga community by providing opportunities for creative expression, cultural connection, personal development and community participation. Through dance, storytelling, spoken word, workshops and performance, participants will explore identity,

	<p>belonging, whakapapa and resilience while developing confidence, leadership skills, teamwork and positive relationships.</p> <p>The project provides a safe, inclusive and supportive environment where young people can express themselves, celebrate their culture and strengthen their connection to community. Whānau and community members will benefit through performances, workshops and community events that showcase local talent, encourage cultural pride and promote positive wellbeing outcomes.</p> <p>The project aims to strengthen community connection, inspire youth leadership and create opportunities for local voices and stories to be shared and celebrated.</p>
<b>What is the total cost of your project?</b>	6,000.00
<b>What is the amount you are requesting from the Board?</b>	3,000.00
<b>How much money does your organisation currently have?</b>	850.00
<b>How much of this money is already committed?</b>	700.00
<b>Have you previously received funding from FNDC?</b>	Yes
<b>Purpose</b>	HUSH BEAUTY IN MOVEMENT SHOWCASE
<b>Amount</b>	2,200.00
<b>Date</b>	27/07/2025
<b>Project Report Submitted</b>	Yes

*The full application is supplied to the Board under separate cover to maintain the privacy of the information provided by the applicant*

KHCB2627/12

<b>Application ID</b>	KHCB2627/12
<b>Applicant</b>	Hokianga Bowling Club Inc
<b>What sector do you your organisation work in</b>	Sport/Recreation
<b>Applicant Project Contact</b>	Mr Richard Ruka
<b>Position</b>	President

<b>Please briefly describe the purpose of your organisation</b>	Outdoor Lawn Bowls
<b>Number of Members</b>	25
<b>Project Title</b>	Trees at the Bowling Green Grounds
<b>Type of Activity</b>	Sport and Recreation
<b>Start Date</b>	21/09/2026
<b>Location</b>	61 Clendon Esplanade Rawene
<b>Is there an entry fee/charge?</b>	No
<b>If yes, how much?</b>	
<b>How many active participants, including volunteers?</b>	0
<b>How many visitors/audience members/clients do you expect?</b>	0
<b>Have you engaged with tangata whenua about your project?</b>	No
<b>Have you engaged with the community about your project?</b>	No
<b>Who will benefit from your project, and how?</b>	Removal of unsafe trees surrounding the bowling green.. Trees are causing ongoing maintenance issues creating excessive leaf litter on the Bowling Green, damaging playing surface through root growth and posing potential safety risks from falling branches during adverse weather conditions.

What is the total cost of your project?	2,070.00
What is the amount you are requesting from the Board?	2,070.00
How much money does your organisation currently have?	4,597.00
How much of this money is already committed?	4,500.00
Have you previously received funding from FNDC?	Yes
<b>Purpose</b>	Drains Repair
<b>Amount</b>	3,000.00
<b>Date</b>	04/03/2024
<b>Project Report Submitted</b>	Yes
<b>Purpose</b>	Storage Shed
<b>Amount</b>	5,580.00
<b>Date</b>	05/09/2022
<b>Project Report Submitted</b>	Yes

*The full application is supplied to the Board under separate cover to maintain the privacy of the information provided by the applicant*

KHCB2627/1

<b>Application ID</b>	KHCB2627/1
<b>Applicant</b>	Hospice Mid-Northland Society Incorporated
<b>What sector do you/your organisation work in</b>	Community/Social Services
<b>Applicant Project Contact</b>	Ms Rachel Palmer
<b>Position</b>	Funding Consultant

<b>Please briefly describe the purpose of your organisation</b>	Hospice Mid-Northland provides holistic, specialist palliative care for patients with life-limiting illnesses and supports their whānau through 12 months of bereavement care. Our team also delivers community education and support services to increase awareness across the region.
<b>Number of Members</b>	6300
<b>Project Title</b>	Medical Beds and Extenders
<b>Type of Activity</b>	Community
<b>Start Date</b>	07/07/2026
<b>Location</b>	Kaikohe-Hokianga region
<b>Is there an entry fee/charge?</b>	No
<b>If yes, how much?</b>	
<b>How many active participants, including volunteers?</b>	600
<b>How many visitors/audience members/clients do you expect?</b>	0
<b>Have you engaged with tangata whenua about your project?</b>	Yes
<b>Have you engaged with the community about your project?</b>	Yes
<b>Who will benefit from your project, and how?</b>	Terminally ill patients and their families will benefit directly from the purchase of five new specialist medical beds. Specialist medical beds are essential for several critical reasons, beginning with patient comfort and safety. Adjustable beds support safer care at home, helping with positioning

	<p>and reducing risk for both patients and carers. Beds can play a key role in dignity at the end of life, as it makes it easier for families to provide care. These adjustable beds alleviate symptoms like pain and breathing difficulties, while pressure-relieving mattresses prevent painful bedsores in immobile patients.</p> <p>By loaning this equipment directly to families, the hospice enables patients to receive high-quality, home-based care in a familiar environment surrounded by their whānau, rather than in a hospital ward. However, providing this vital service has become increasingly challenging, as the hospice reports a desperate need for five more beds to keep up with rising patient numbers.</p>
<b>What is the total cost of your project?</b>	12,872.00
<b>What is the amount you are requesting from the Board?</b>	5,210.00
<b>How much money does your organisation currently have?</b>	347,684.00
<b>How much of this money is already committed?</b>	347,684.00
<b>Have you previously received funding from FNDC?</b>	Yes
<b>Purpose</b>	Mattresses
<b>Amount</b>	2,500.00
<b>Date</b>	03/12/2025
<b>Project Report Submitted</b>	Yes
<b>Purpose</b>	Mattresses
<b>Amount</b>	6,000.00
<b>Date</b>	29/07/2025
<b>Project Report Submitted</b>	Yes

*The full application is supplied to the Board under separate cover to maintain the privacy of the information provided by the applicant*

KHCB2627/9

<b>Application ID</b>	KHCB2627/9
<b>Applicant</b>	R. Tucker Thompson Sail Training Trust
<b>What sector do you/your organisation work in</b>	Sport/Recreation
<b>Applicant Project Contact</b>	Ms Catherine Langford
<b>Position</b>	Chief Executive

<b>Please briefly describe the purpose of your organisation</b>	The R. Tucker Thompson Sail Training Trust empowers Northland rangatahi to live rewarding lives through youth development voyages. Each year around 200 young people participate in seven-day sailing experiences that build confidence, teamwork and a stronger sense of belonging. Our goal is that cost is never a barrier to participation.
<b>Number of Members</b>	20
<b>Project Title</b>	Equitable opportunities for Kaikohe-Hokianga rangatahi at sea
<b>Type of Activity</b>	Community
<b>Start Date</b>	15/08/2026
<b>Location</b>	Bay of Islands and coastal Te Tai Tokerau
<b>Is there an entry fee/charge?</b>	Yes
<b>If yes, how much?</b>	6,000.00
<b>How many active participants, including volunteers?</b>	2
<b>How many visitors/audience members/clients do you expect?</b>	2
<b>Have you engaged with tangata whenua about your project?</b>	Yes
<b>Have you engaged with the community about your project?</b>	Yes
<b>Who will benefit from your project, and how?</b>	This project will provide two fully-funded places for rangatahi from the Kaikohe-Hokianga Ward to participate in a seven-day youth development voyage as "trainees" aboard the R. Tucker Thompson.  Each voyage, 12 young people, who have not met prior to the voyage,

	<p>work together on our traditional tall ship, learning teamwork, communication skills and responsibility while sailing and exploring. The voyage provides a safe environment where young people are encouraged to challenge themselves, build confidence and develop positive relationships.</p> <p>The primary beneficiaries are the two sponsored rangatahi, who will gain access to a life-changing experience that may otherwise be out of reach due to financial barriers. The wider community benefits through the development of confident and connected young people.</p>
<b>What is the total cost of your project?</b>	6,000.00
<b>What is the amount you are requesting from the Board?</b>	4,000.00
<b>How much money does your organisation currently have?</b>	607,066.00
<b>How much of this money is already committed?</b>	607,066.00
<b>Have you previously received funding from FNDC?</b>	Yes
<b>Purpose</b>	Youth placements
<b>Amount</b>	4,000.00
<b>Date</b>	01/06/2025
<b>Project Report Submitted</b>	Yes
<b>Purpose</b>	Youth placements
<b>Amount</b>	4,000.00
<b>Date</b>	01/07/2025
<b>Project Report Submitted</b>	Yes
<b>Purpose</b>	Youth placements
<b>Amount</b>	4,000.00
<b>Date</b>	01/08/2025
<b>Project Report Submitted</b>	Yes

*The full application is supplied to the Board under separate cover to maintain the privacy of the information provided by the applicant*

KHCB2627/2

<b>Application ID</b>	KHCB2627/2
<b>Applicant</b>	Splashsave Foundation
<b>What sector do you/your organisation work in</b>	Education
<b>Applicant Project Contact</b>	Ms Elle Pierce
<b>Position</b>	Grant Advisor

<b>Please briefly describe the purpose of your organisation</b>	Our goal is to make 1 million families water safe. Why This Matters Water is part of everyday life. Simple knowledge and practical skills can create safer homes and safer days at the beach, river or lake. Every family deserves access to that knowledge.
<b>Number of Members</b>	5
<b>Project Title</b>	Wai Ora Far North - Splashsave Water Safety course
<b>Type of Activity</b>	Sport and Recreation
<b>Start Date</b>	01/12/2026
<b>Location</b>	Kaikohe pool
<b>Is there an entry fee/charge?</b>	No
<b>If yes, how much?</b>	
<b>How many active participants, including volunteers?</b>	5
<b>How many visitors/audience members/clients do you expect?</b>	720
<b>Have you engaged with tangata whenua about your project?</b>	No
<b>Have you engaged with the community about your project?</b>	No
<b>Who will benefit from your project, and how?</b>	The SplashSave Water Safety Programme delivers fully funded water safety education to whānau with children aged 0–8 in the Kaikohe community. Families receive free access to the SplashSave digital programme, covering home hazard awareness, active supervision, and

	four foundational water survival skills, alongside funded family pool passes to the Bay of Islands Recreation Centre to practise these skills together. Community engagement is delivered through Plunket, Red Cross, and local ECE centres, with community leaders trained to extend the programme within their networks. Direct beneficiaries are whānau in lower-socioeconomic households for whom formal swim lessons are financially out of reach. Māori and Pasifika families, who are disproportionately represented in drowning statistics, are a primary focus. SplashSave's data shows programmes are used with an average of 2.2 children per family, significantly multiplying impact per funded place.
<b>What is the total cost of your project?</b>	15,912.00
<b>What is the amount you are requesting from the Board?</b>	12,570.00
<b>How much money does your organisation currently have?</b>	15,466.00
<b>How much of this money is already committed?</b>	3,342.00
<b>Have you previously received funding from FNDC?</b>	No

*The full application is supplied to the Board under separate cover to maintain the privacy of the information provided by the applicant*

KHCB2627/3

<b>Application ID</b>	KHCB2627/3
<b>Applicant</b>	Te Kotahitanga E Mahi Kaha Trust
<b>What sector do you your organisation work in</b>	Community/Social Services
<b>Applicant Project Contact</b>	Miss Moana Timoko
<b>Position</b>	CEO

<b>Please briefly describe the purpose of your organisation</b>	Private Training Establishment, Charitable organisation. Established by Trust Deed in 1983, operational since 1986. We utilise our TAIAO & TĀNGATA resources to provide WorkForce Development; Leadership qualifications and Training; Education, employment & pathway support; Business & Enterprise development. Main base (22.6 acres) located on the Eastern entrance to Kaikohe.
<b>Number of Members</b>	13
<b>Project Title</b>	Te Ara Kohekohe - Phase 1 KAIKOHE SIGN
<b>Type of Activity</b>	Art/Culture/Heritage
<b>Start Date</b>	03/08/2026
<b>Location</b>	74 Guy Road Kaikohe, Eastern entrance
<b>Is there an entry fee/charge?</b>	No
<b>If yes, how much?</b>	0.00
<b>How many active participants, including volunteers?</b>	500
<b>How many visitors/audience members/clients do you expect?</b>	500
<b>Have you engaged with tangata whenua about your project?</b>	Yes
<b>Have you engaged with the community about your project?</b>	Yes
<b>Who will benefit from your project, and how?</b>	This project is envisaged to provide a visual starting point for a long-term development plan, of the TKEMKT property that is located at the eastern entrance to Kaikohe. Waiorooro awa defines the boundary line of the 22.6 acre block and; is identified within pepeha, by many hapū,

	as the main river that provides significant connection to our taiao. We have plans to create a safe, walking, rongoā, kai, sculptural track/trail, through the property, existing posts & wired lanes, down to, and alongside the awa. We aim to provide public access, whilst caring for the riparian strip and water purity of the river. If the river is well, so too will be the people. He oranga wai, he oranga tāngata. We aim to erect the lettering of KAIKOHE in 3mm corten steel (Height of each letter: 2400mm) as a welcoming tohu for people passing or entering the town.
<b>What is the total cost of your project?</b>	15,100.00
<b>What is the amount you are requesting from the Board?</b>	5,100.00
<b>How much money does your organisation currently have?</b>	10,000.00
<b>How much of this money is already committed?</b>	0.00
<b>Have you previously received funding from FNDC?</b>	No

*The full application is supplied to the Board under separate cover to maintain the privacy of the information provided by the applicant*

KHCB2627/10

<b>Application ID</b>	KHCB2627/10
<b>Applicant</b>	Te Tai Tokerau Tarai Waka Inc
<b>What sector do you/your organisation work in</b>	Arts/Culture/Heritage
<b>Applicant Project Contact</b>	Keringawai Evans
<b>Position</b>	Treasurer

<b>Please briefly describe the purpose of your organisation</b>	Te Tai Tokerau Tarai Waka Incorporated exists to protect, grow and transmit the kaupapa of waka hourua through voyaging, wānanga, cultural revitalisation, intergenerational learning and community engagement grounded in mātauranga Māori, tikanga and Pacific voyaging traditions.
<b>Number of Members</b>	15 Members meet monthly to plan for the event. Tarai Waka Inc is made up of many waka whanau members spanning 30 plus years under the leadership of Sir Hekenukumai Puhipi Busby.
<b>Project Title</b>	Te Hekengamai Te Hau Komaru Waka Hauora Festival 2026
<b>Type of Activity</b>	Event
<b>Start Date</b>	22/11/2026
<b>Location</b>	Aurere, Taipa, Mangonui
<b>Is there an entry fee/charge?</b>	No
<b>If yes, how much?</b>	
<b>How many active participants, including volunteers?</b>	150
<b>How many visitors/audience members/clients do you expect?</b>	5000
<b>Have you engaged with tangata whenua about your project?</b>	Yes
<b>Have you engaged with the community about your project?</b>	Yes
<b>Who will benefit from your project, and how?</b>	Te Hau Kōmaru Festival 2026 will benefit rangatahi, whānau, kura, iwi, waka practitioners, local businesses and the wider Te Hiku community. Over 1,000 ākonga from Mid and Far North schools will participate in

	hands-on waka hourua workshops, navigation experiences, tikanga and mātauranga Māori learning. The festival strengthens cultural identity, intergenerational knowledge transmission and community connection. The wider community will benefit through free public access to workshops, cultural activities and waka experiences. Local accommodation, hospitality and retail businesses across Taipa, Mangōnui and surrounding areas will also benefit economically from an estimated 5,000+ visitors attending across seven days. Engagement has included discussions with local kura and kōhanga reo, community organisations, waka practitioners, volunteers, local businesses and regional partners regarding participation, workshops, logistics and event planning. Previous Te Hau Kōmaru festivals have also built strong community awareness and ongoing support for the kaupapa.
<b>What is the total cost of your project?</b>	250,535.00
<b>What is the amount you are requesting from the Board?</b>	5,000.00
<b>How much money does your organisation currently have?</b>	115,000.00
<b>How much of this money is already committed?</b>	90,000.00
<b>Have you previously received funding from FNDC?</b>	No

*The full application is supplied to the Board under separate cover to maintain the privacy of the information provided by the applicant*

KHCB2627/5

<b>Application ID</b>	KHCB2627/5
<b>Applicant</b>	Youthline Auckland Charitable Trust
<b>What sector do you your organisation work in</b>	Community/Social Services
<b>Applicant Project Contact</b>	Ms Lee Warbrick
<b>Position</b>	Funding Development Manager

<b>Please briefly describe the purpose of your organisation</b>	Youthline strengthens hauora through youth voice and youth choice. We provide Aotearoa's free, national, 24/7 youth mental health Helpline, alongside counselling, youth development, community engagement and volunteer training pathways that support young people to be safe, connected, resilient and empowered.
<b>Number of Members</b>	28033
<b>Project Title</b>	Youthline Helpline Support for Youth - Kaikohe Hokianga
<b>Type of Activity</b>	Community
<b>Start Date</b>	01/08/2026
<b>Location</b>	Across Kaikohe Hokianga and digitally nationwide
<b>Is there an entry fee/charge?</b>	No
<b>If yes, how much?</b>	
<b>How many active participants, including volunteers?</b>	235
<b>How many visitors/audience members/clients do you expect?</b>	188
<b>Have you engaged with tangata whenua about your project?</b>	Yes
<b>Have you engaged with the community about your project?</b>	Yes
<b>Who will benefit from your project, and how?</b>	Youthline will provide Kaikohe–Hokianga rangatahi and whānau with free, confidential, 24/7 access to youth-specific mental health and wellbeing support by text, webchat, phone, email, Instagram and WhatsApp. Young people experiencing anxiety, distress, loneliness, bullying, family conflict, abuse, self-harm or suicidal thoughts can reach

	<p>trained Helpline counsellors immediately from wherever they are. With 1,881 young people aged 15–24 living in the Kaikohe–Hokianga ward (Census 2023), and knowing that approximately 1 in 10 young people reach out to Youthline each year, we estimate at least 188 local rangatahi will directly benefit from the Helpline annually. The service particularly benefits rural and geographically dispersed communities where barriers to support can include distance, transport, cost, stigma, lack of privacy and limited after-hours services. The Helpline helps young people stay safe, connected and hopeful while supporting whānau, schools and local agencies through accessible early-intervention and crisis support.</p>
<b>What is the total cost of your project?</b>	15,028.00
<b>What is the amount you are requesting from the Board?</b>	7,500.00
<b>How much money does your organisation currently have?</b>	6,819,121.00
<b>How much of this money is already committed?</b>	6,819,121.00
<b>Have you previously received funding from FNDC?</b>	Yes
<b>Purpose</b>	Helpline Funding - Bay of Islands Whangaroa
<b>Amount</b>	8,000.00
<b>Date</b>	06/03/2025
<b>Project Report Submitted</b>	Yes
<b>Purpose</b>	Helpline Funding - Te Hiku
<b>Amount</b>	6,000.00
<b>Date</b>	06/03/2025
<b>Project Report Submitted</b>	Yes
<b>Purpose</b>	Helpline Funding - Kaikohe Hokianga
<b>Amount</b>	3,000.00
<b>Date</b>	06/03/2025
<b>Project Report Submitted</b>	Yes

## 7.7 PROJECT FUNDING REPORTS

**File Number:** A5826147

**Author:** Kathryn Trewin, Funding Advisor

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

### TAKE PŪRONGO / PURPOSE OF THE REPORT

Recipients of funds from the Community Board's Local Grant Fund must complete and submit a project report no later than two months after the completion of their project.

### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board note the project reports received from:  
Umawera Hall**

### 1) TĀHUHU KŌRERO / BACKGROUND

Clause 15 of the Community Grant Policy states that: "At the completion of a project that received community funding, recipients are required to complete a Project Report. These reports must be received no later than two months after the completion of the project, or, if the activity is ongoing, within two months of the funding being spent. Recipients who do not complete this form are ineligible for Council funding for a period of five years."

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

Copies of the project reports are attached for the Board's information. Should Board members have concerns or issues with these reports, these should be discussed at this part of the meeting.

### TAKE TŪHOTUNGA / REASON FOR THE RECCOMENDATION

To receive the project reports from funding applicants in accordance with the Community Grant Policy.

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

There are no financial implications or budgetary requirements.

### ĀPITIHINGA / ATTACHMENTS

1. Pages from Umawera Hall Project Report - A5826055 [↓](#) 

**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.	Community Grant 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.	It is the responsibility of each Community Board to confirm the funding that they allocated has been spent correctly.
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 confirming the project reports. Any implications on Māori arising from matters included in project reports 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 the project reports to be approved, 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.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

## Kaikohe-Hokianga Community Grants Fund July 2025 - June 2026 Project Report Form (Dec 2024)

**Application No. KHCB10 From Umawera Districts and Community**

Form Submitted 5 May 2026, 11:54AM NZST

### Project Report - Community Grant Fund

**\* indicates a required field**

#### Project Report

At the completion of a project that received community funding, recipients are required, as stated in the Community Grant Policy, to submit a Project Report to the Community Board. Project Reports are to be received no later than two months after the completion of the project or if the activity is ongoing, within two months of the funding being spent.

Applicants who fail to provide a project report within the required time will not be considered for future funding.

#### Name

UMAWERA AND DISTRICT COMMUNITY ASSOCIATION INC

#### Name and Location of Project/Activity

Umawera Hall, Mudgway Rd Ceiling

#### Date of Project/Activity

November 2025

#### Which Community Board did you receive funding from?

- Te Hiku  
 Kaikohe-Hokianga  
 Bay of Islands-Whangaroa

#### Amount received from the Community Board

5000

Must be a number.

#### When was the funding approved?

03/09/2025

Must be a date.

#### Please give details of how the money was spent

- Your contribution to the project and the funding you received from the Community Board must be accounted for
- Attach supplier receipts or bank statements to show proof of expenditure of Community Board funds

#### Expenditure

Supplier/Description	\$	Receipts/bank statement showing expense

## Kaikohe-Hokianga Community Grants Fund July 2025 - June 2026 Project Report Form (Dec 2024)

**Application No. KHCB10 From Umawera Districts and Community**

Form Submitted 5 May 2026, 11:54AM NZST

Builder for ceiling repair and paint BE Built Ltd.	\$5,000.00	Filename: Invoice INV-0187.pdf File size: 50.2 kB
		Filename: Invoice INV-0188.pdf File size: 50.2 kB
		<i>No files have been uploaded</i>
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		<i>No files have been uploaded</i>

### Project Information

#### Give a brief description of the highlights of your project/activity

We used a local builder who gave us a really great deal on the work and even put in 3 days of works as a donation with 2 of his crew to make sure the repair was done properly and looks amazing. They also stayed on to help paint. Their work inspired the community to band together and paint the whole interior of the hall and supper room. "If you build it, they will come."

#### How many participants/volunteers took part? \*

10

Must be a number.

#### How many visitors/audience members took part? \*

0

Must be a number.

#### What Community Outcome(s) did your project meet?

- A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki
- We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride
- Proud, vibrant communities
- Prosperous communities supported by a sustainable economy
- Communities that are healthy, safe, connected and sustainable

#### Describe how your project benefited the community, met the outcome(s) indicated above and your evaluation of the project results \*

Our treasured hall is once again safe for use and has already hosted 2 weddings, pot luck dinners, and badminton events. The community is amazed at how beautiful it looks again. It has brought it back to life again.

Include how your project met the Council outcomes

## 8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 8.1 2025 - 26 END OF YEAR FUNDING REPORT

**File Number:** A5826118

**Author:** Kathryn Trewin, Funding Advisor

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

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

This report provides the Board with an overview of the funding applications and decisions made in the 2025-26 financial year. It is noted that this does not include the applications and decisions received and made at the meeting on 29 June 2026.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Board considered 47 applications in the 2025-26 financial.
- Applications were broadly classified into five categories, with Events being most common project type received.
- It is noted there was a drop in applications in the lead up to (and after) the local body elections in October 2025.

#### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board receive the report 2025 - 26 End of Year Funding Report.**

#### TĀHUHU KŌRERO / BACKGROUND

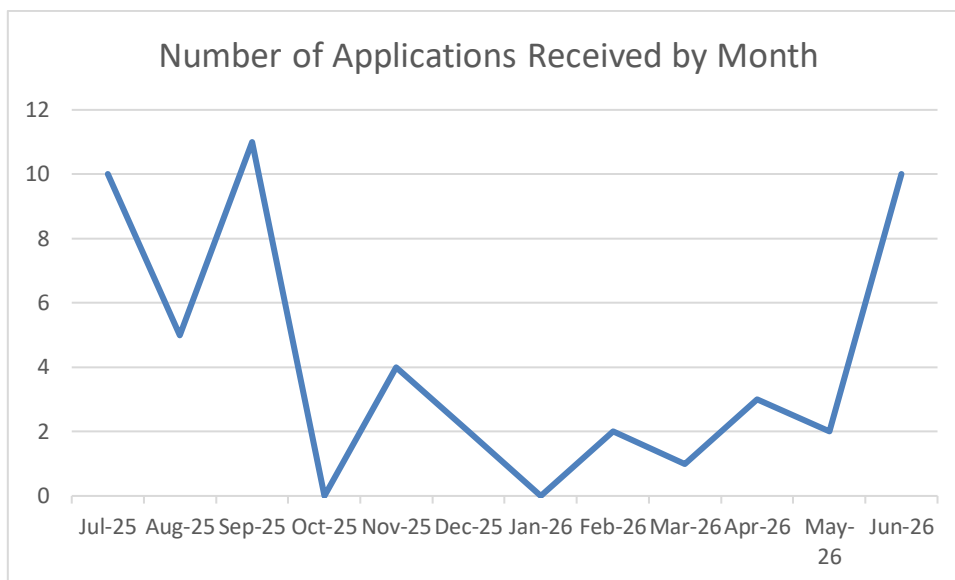
Each year, the Funding Advisor receives and processes funding applications for the Board to help them make decisions on what community applicants receive funding for their projects. This report provides the Board with information about their decisions in the 2025-26 financial year.

At the start of the 2025-26 financial year, the Board had \$100,000 allocated for Pride of Place funding and \$106,927 for Community Grant funding.

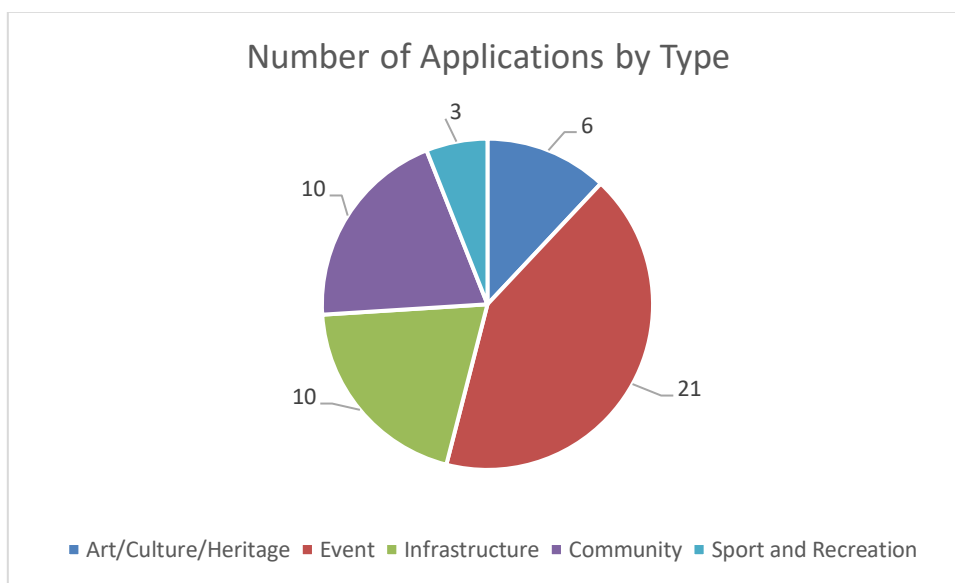
The \$106,927 is generated from rates specifically collected within Te Hiku Ward.

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

During the year, 50 applications for funding were received. With the local body elections taking place in late 2025, this affected the number of applications received. No applications were considered in October (the month of the elections) and January (when no meeting was held).

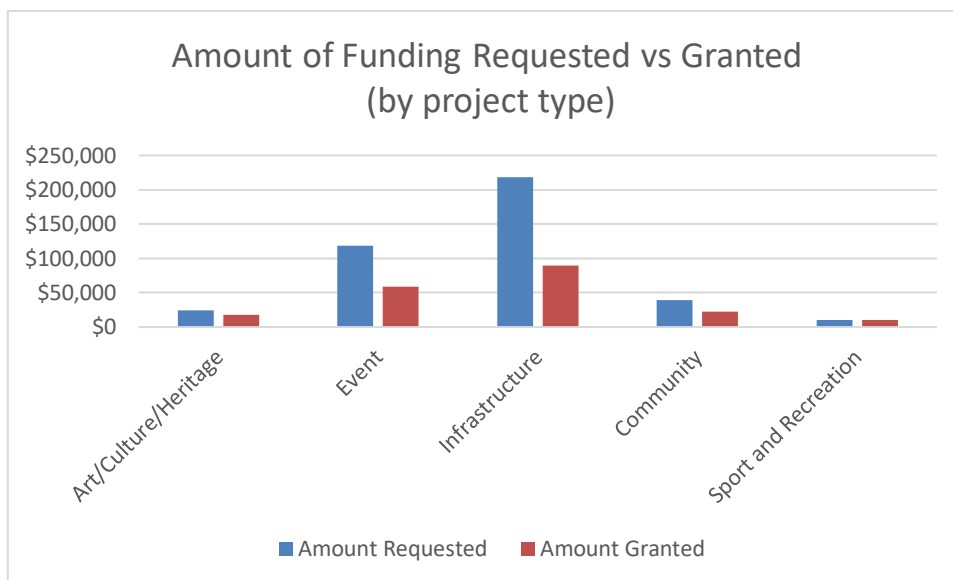


Applications received were considered in five categories: Art/Culture/Heritage, Community, , Event, Infrastructure and Sport/Recreation. As in previous years, the bulk of applications are received for projects classified as Events (21), Community (10) and Infrastructure (10).

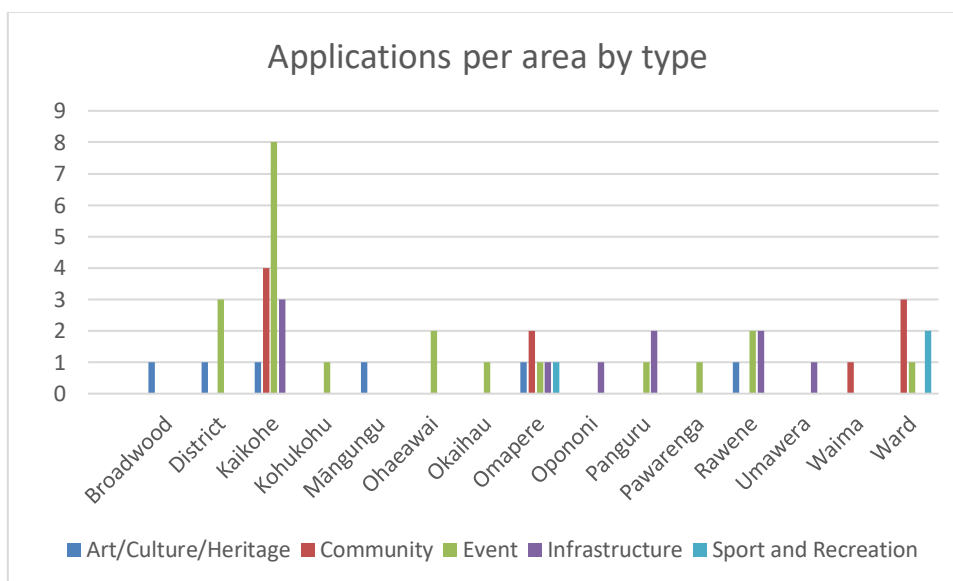


Each year, the amount of funding requested is substantially more than the amount of funding the Board has available to grant.

The Events and Community sectors of funding applications are the largest requesters of funding, although Infrastructure, which is typically larger projects involving construction, has a high monetary value.



Being the main urban centre in Kaikohe-Hokianga Ward, Kaikohe is the base of the bulk of applications, but they have been received from across the rest of the ward, as well as applications that are for the benefit of the wider ward, rather than just centralised in one community.



A list of all the applications received by the Board is attached for information.

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

This report has no financial implications or budgetary provision from the Board.

**ĀPITIHINGA / ATTACHMENTS**

- 1. Applications received in 2025-26 Financial Year - A5826014** [↓](#)

Meeting date	Applicant Organisation	Funding for	Start Date	Category	Total Cost	Requested	Granted	Area of Benefit
13-Jul-25	Hokianga Community Education Trust	Tamariki Virtual Project (TVP) and HCET website development and communications	1-Aug-25	Art/Culture/Heritage	\$23,828	\$7,228		\$3,500 Rawene
13-Jul-25	Hokianga Women's Group	Kohukohu Spring Show	6 September 2025	Event	\$2,370	\$1,100		\$1,100 Kohukohu
13-Jul-25	Jacman Entertainment	Savour Northland 2025	1 October 2025	Event	\$98,163	\$2,106		\$2,106 District
13-Jul-25	Kaikohe Rotary Club	shipping container for storage		Infrastructure	\$8,796	\$8,796		\$4,000 Kaikohe
13-Jul-25	Ngā Moko a Rāhiri Incorporated	Mā Te Haka Ka Tū Rangatira Ai	1 September 2025	Art/Culture/Heritage	\$10,605	\$5,000		\$3,000 Kaikohe
13-Jul-25	Nga Tamariki o Te Taiao (Pihema Educational Services Ltd)	petrol vouchers for tamariki to attend preschool		Community	\$14,457	\$7,227		\$0 Waima
13-Jul-25	Pioneer Village Kaikohe	Installing outdoor shower facilities, power and camping outlets		Infrastructure	\$13,260	\$3,260		\$3,260 Kaikohe
13-Jul-25	R Tucker Thompson Sail Training Trust	Youth Sailing Voyage		Sport and Recreation	\$6,000	\$4,000		\$4,000 Ward
13-Jul-25	South Hokianga Growers Market	Sun umbrella, gazebo and promotion		Community	\$9,266	\$1,445		\$1,445 Omapere
13-Jul-25	Wahanui Productions	Tanghanga theatre show	17 October 2025	Art/Culture/Heritage	\$5,280	\$2,640		\$2,500 Omapere
8-Aug-25	Bay of Islands Creative Charitable Trust	Te Tai Tokerau - Koast Arts Trail 2025	23 October 2025	Event	\$66,951	\$6,035		\$3,000 District
8-Aug-25	Broadwood Mosaic Project	Mosaic move and installation	1 October 2025	Art/Culture/Heritage	\$14,546	\$4,727		\$4,727 Broadwood
8-Aug-25	Hokianga Country Music Club Inc	2025 Hokianga Country Music Festival	#####	Event	\$58,221	\$2,512		\$2,512 Omapere
8-Aug-25	Okaihau College	Okaihau and Districts Schools' 150th reunion	24 November 2025	Event	\$44,499	\$10,772		\$5,000 Okaihau
8-Aug-25	Umawera and Districts Community	Repair of the Umawera Hall Roof	18 August 2025	Infrastructure	\$19,170	\$9,500		\$5,000 Umawera
5-Sept-25	Hospice Mid-North	Mattresses for patients	1 September 2025	Community	\$5,765	\$5,765		\$2,500 Ward
5-Sept-25	Kaikohe Business Association	Kaikohe Christmas festival	29-Nov-25	Event	\$13,591	\$5,000		\$5,000 Kaikohe
5-Sept-25	Komene Marino	Mahi Pai Hauora and Wellbeing Day	4-Oct-25	Event	\$12,000	\$12,000	Withdrawn	Kaikohe
5-Sept-25	Man vs Wild	Man vs Wild Camp 2026	13-Mar-26	Event	\$6,847	\$6,363		\$2,500 Kaikohe
5-Sept-25	Manaki Tinana Trust	community gym roof repair	22-Sept-25	Infrastructure	\$4,952	\$2,468		\$2,468 Rawene
5-Sept-25	Momentum Charitable Trust	life and financial skills programme at Kaikohe Probation Centre	1 October 2025	Community	\$4,540	\$2,145		\$2,145 Kaikohe
5-Sept-25	Northland Edible Garden Trail	Te Ara Māra Kai o Tai Tokerau	1-Feb-26	Event	\$14,401	\$1,772		\$1,772 Ward
5-Sept-25	Ohaeawai Taiamai Residents Association	Ohaeawai 2025 Christmas Picnic	6-Dec-25	Event	\$3,180	\$1,590		\$1,590 Ohaeawai
5-Sept-25	Rawene Primary School	Christmas in the Park	29-Nov-25	Event	\$10,500	\$9,000		4500 Rawene
5-Sept-25	Te Oho Wairua Journeys Charitable Trust	Hine Te Aparangi Waka Safety Workshop	1 November 2025	Sport and Recreation	\$11,953	\$2,390		2000 Ward
5-Sept-25	Te Paiaka Marae Touch Tournament	2025 Touch Tournament	1 October 2025	Sport and Recreation	\$7,875	\$4,000		\$4,000 Omapere
28-Nov-25	Bald Angels	Christmas kai project	December 2025	Community	\$56,281	\$5,000		\$3,000 Ward

Meeting date	Applicant Organisation	Funding for	Start Date	Category	Total Cost	Requested	Granted	Area of Benefit
28-Nov-25	Claire Gordon	Māngungu Day - a photographic collection	2-Feb-26	Art/Culture/Heritage	\$3,063	\$1,533	\$1,500	Mangungu
28-Nov-25	Kaikohe Polocross	hosting the national polocross champs 2026	28 February 2026	Event	\$7,300	\$3,650	\$3,500	Kaikohe
28-Nov-25	Pawarenga United Marae Sports Day Committee	Pawarenga Marae Sports Day	31-Dec-25	Event	\$35,000	\$10,000	\$5,000	Pawarenga
19-Dec-25	He Rua Poka Rokiroki Manatapu	Te Kaupare: Pro-Rehabilitation	21 February 2026	Community	\$20,000	\$3,000	\$3,000	Kaikohe
19-Dec-25	School Start First Impressions	school starter packs	2-Mar-26	Community	\$7,000	\$2,520	Declined	Ward
11-Feb-26	Kamira Whakapiripiri Whanau	Kamira Wananga 2026	6 April 2026	Event	\$40,000	\$10,000	Withdrawn	Panguru
11-Feb-26	Ohaeawai Residents and Ratepayers	2026 Taiamai Day	14-Mar-26	Event	\$ 3,200.00	\$ 1,600.00	1000	Ohaeawai
11-Mar-26	Jacman Entertainment	Savour 2026	1 October 2026	Event	\$102,735	\$6,244	\$4,000	District
8-Apr-26	Denis Orme	Hokianga Shade Sails		Infrastructure	\$50,267	\$50,267	\$0	Opononi
8-Apr-26	Paua Trust	Youth Week 2026	23 May 2026	Event	\$12,000	\$3,000	\$3,000	Kaikohe
8-Apr-26	Royal New Zealand Plunket Trust	Whānau Āwhina Plunket Kaikohe Playground	13 April 2026	Infrastructure	\$51,305	\$17,000	\$10,000	Kaikohe
6-May-26	Rawene Community Hall Management Committee	Civil Defence evacuation centre upgrades		Infrastructure	\$4,760	\$2,380	\$2,380	Rawene
6-May-26	Sharee Wilkinson	Kura dome	30 June 2026	Infrastructure	\$67,539	\$23,000	\$15,000	Panguru
3-Jun-26	Circability Trust	adapted circus programme "Ngā Whakaata o Matariki",	20 July 2026	Event	\$8,756	\$4,000	\$4,000	Kaikohe
3-Jun-26	Hokianga Community Education Trust	Reflections of Matariki.	9 July 2026	Event	\$13,177	\$4,037	\$4,000	Rawene
3-Jun-26	Lake Ōmāpere Trust	Lake Ōmāpere Trust Matariki 2026	11 July 2026	Event	\$27,635	\$12,385	\$5,000	Kaikohe
3-Jun-26	Momentum Charitable Trust	life and financial skills programmes	20 July 2026	Community	\$4,600	\$2,300	\$2,300	Kaikohe
3-Jun-26	Ngā Moko a Rāhiri Incorporated	Whāia Te Oranga Tonutanga	26 June 2026	Community	\$17,180	\$7,000	\$5,000	Kaikohe
3-Jun-26	Ōmāpere Resource HUB - Working Group	Omapere Resource HUB feasibility	1 July 2026	Community	\$4,550	\$2,850	\$2,850	Omapere
3-Jun-26	Paua Trust	Te reo movie night	10 July 2026	Event	\$12,000	\$5,000	Withdrawn	Kaikohe
3-Jun-26	Screen Northland Ltd	Kaikohe-Hokianga Creative Participation & Regional Screen Development Support	1 July 2026	Art/Culture/Heritage	\$50,000	\$3,000	\$3,000	District
3-Jun-26	South Hokianga Growers Market	Freese Park Improvements	1 July 2026	Infrastructure	\$24,361	\$22,021	Left to Lie	Omapere
3-Jun-26	Waitapu Community Centre	Repiiling and reroofing Waitapu Community Centre	1 August 2026	Infrastructure	\$86,070	\$57,525	47511.13	Panguru

## 8.2 KAIKOHE COMMUNITY POOL SEASON 2025/2026

**File Number:** A5678019

**Author:** Kim Hammond, Contracts Lead

**Authoriser:** Hilary Sumpter, Group Manager - Delivery and Operations

### TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to provide the Kaikohe-Hokianga Community Board with information on the Kaikohe Community Pool 2025/2026 season.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Kaikohe Community Pool is located at Northland College (62 Mangakahia Road, Kaikohe).
- The 2025/2026 season ran from 06 December 2025 to 02 April 2026.
- The Far North District Council has contracted Community Business and Environment Centre (CBEC) in partnership with Belgravia Group Party Limited (Belgravia), trading as Hāpōri Aquatics for the 'Facilities Management – FNDC Swimming Pools' contract.
- Under this contract Hāpōri Aquatics is responsible for the management, minor maintenance and operation of the Kaikohe Community Pool on behalf of Council, Northland College and the wider community.

### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board receive the report Kaikohe Community Pool Season 2025/2026.**

### TĀHUHU KŌRERO / BACKGROUND

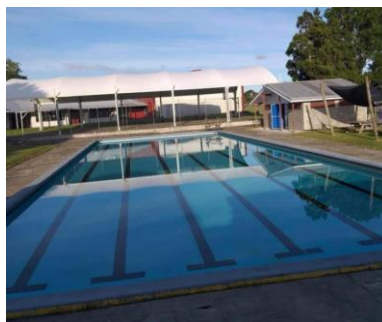
The Facilities Management Services - Far North District Council Swimming Pools Contract (the Contract) is a 10-year agreement awarded in 2020 to Community Business and Environmental Centre (CBEC) in partnership with Belgravia Leisure Group Party Limited.

The contract covers the management and operation of the following facilities:

- Kaikohe Community Pool (Northland College).
- Kerikeri Community Pool (Kerikeri College); and
- Bay of Islands Recreation Centre (Bay of Islands College)

At the time of award, the Contract also included the Kaitaia Community Pool. However, following the opening of the Te Hiku Sports Hub in March 2024 and the subsequent demolition of the former Kaitaia Community Pool in August 2024, a separate funding agreement was established with Te Hiku Sports Hub Incorporated.

The Kaikohe Community Pool is a standard outdoor school-based facility, measuring 33 metres in length with the capacity to accommodate up to six lanes. The facility also includes accessible male and female changing rooms.



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

Community Usage for 2025/2026

For the 2025/2026 season, the pool was open to the public from 06 December 2025 to 2 April 2026.

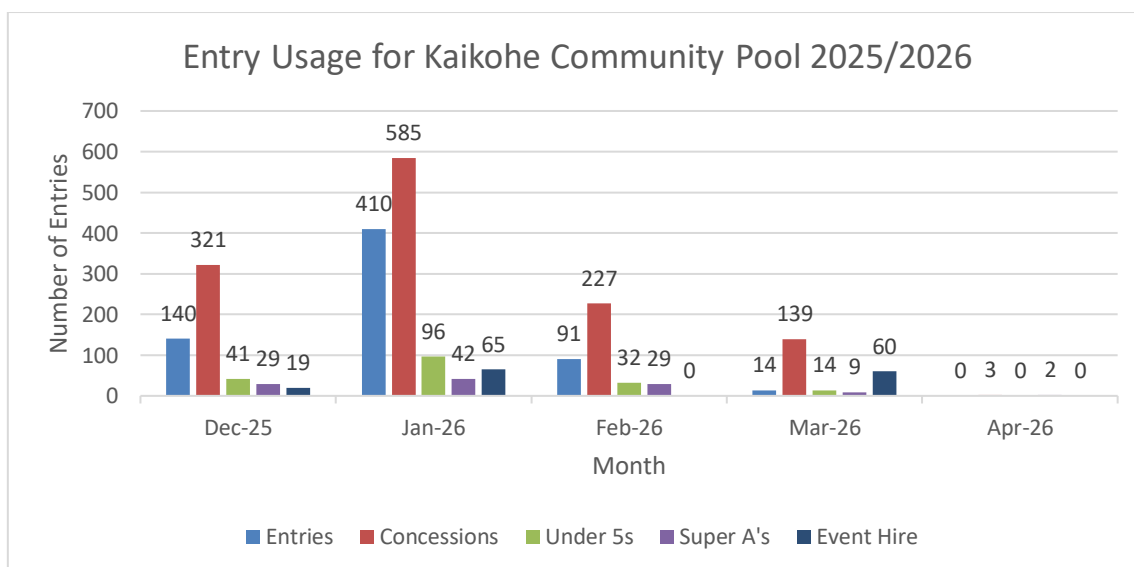
Over the 2025/2026 season the pool was open to the public:

During end of school term four 2025 and term one 2026

- Monday to Friday: 06.00am – 09.00am and 03.00pm – 06.30 pm
- Saturday and Sunday and public holidays: 10.00 am – 06.30 pm.

During the Christmas Holidays (excluding Christmas Day which the pool is closed):

- Monday to Friday: 6.00am – 6.30pm
- Saturday and Sunday and public holidays: 10.00am – 6.30pm



*Graph 1 Number of Entries for 2025/2026*

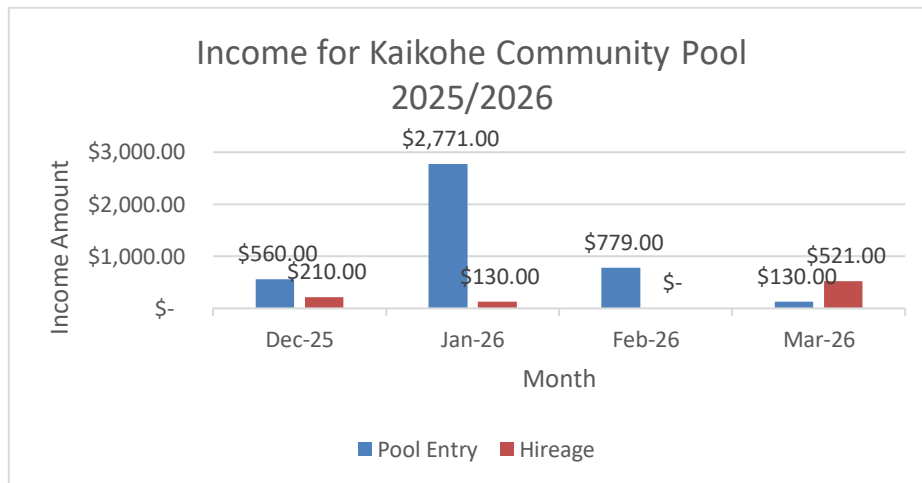
For the 2025/2026 season, a total of 2,616 entries were recorded, with the majority of visits made using concession cards. This number does not include usage of the facility by local schools during school hours.

The pool experienced minimal operational disruption, with only three instances requiring partial or full-day closures. Of these, two were severe weather events and one due to water accessibility issues.

Revenue for 2025/2026

Entry prices for Kaikohe Community Pool:

- Adults - \$4.00
- Children (5years and over) - \$3.00
- Children (under 5 years) – free
- Gold card holders – free
- Concession cards (10 swims) - \$25.00



Graph 2 Income for 2025/2026 Season

A total of \$4,240 was collected in entry fees and \$861.00 received from pool hire.

CBEC as the contracted pool operator, is responsible for the collection and accurately accounting for all revenue generated by this facility. In accordance with the contract, CBEC is entitled to retain 100% of the entry fee revenue, while also being required to provide Council with month reports detailing all revenue collected.

Health and Safety:

No accidents were reported during the 2025/2026 season. This outcome can be attributed, in part, to the requirement for a minimum of two qualified pool attendants to be on site at all times, along with regular reviews and compliance checks in accordance with the Health and Safety and Risk Management Plan.

CBEC is also required to maintain and comply with all Poolsafe accreditation requirements and operate all facilities to best practice standards.

Property/Asset Management:

In accordance with the contract, CBEC is responsible for the routine and preventative maintenance of buildings, pools, lawns, fencing and surrounds of the pool area.

Council is responsible for asset replacement/fixes exceeding \$1,000. Due to ageing condition of assets, a total of \$5,561 was spent during the 2025/2026 season on the replacement of essential pool equipment. This expenditure comprised of a replacement of a palin tester (water testing device) and stenner pump (automatically injects liquid chemicals).

2026/2027 Season:

During the winter season, staff will continue to assess the condition of the facility and its equipment and will prepare a capital expenditure plan.

The Kaikohe Community Pool is provisionally scheduled to open Saturday 5 December 2026 and operate through until Friday 9 April 2027. These dates are subject to confirmation closer to the

start of the season and will be advertised on both the Council website/facebook page and CBEC's Far North Pools facebook page.

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

There are no financial implications associated with this report. All contract and operational costs are already accounted for within the Long-Term Plan and Annual Plans.

**ĀPITIHINGA / ATTACHMENTS**

**Nil**

### 8.3 ANALYSIS OF OPTIONS FOR THE FUTURE USE OF THE CURRENT KAIKOHE LIBRARY BUILDING

**File Number:** A5792871

**Author:** Michelle Rockell, Executive Projects Advisor

**Authoriser:** Hilary Sumpter, Group Manager - Delivery and Operations

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek the Kaikohe - Hokianga Community Board views on the proposed recommended option for the future of the building located at 5 Raihara Street, Kaikohe, also known as the current Kaikohe Library building.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- From 1 to 31 May 2026, staff carried out public engagement on options for the future use of the current Kaikohe Library building, located at 5 Raihara Street, Kaikohe, which will become vacant once the Kaikohe Library and Civic Hub construction is completed and services move to this site before the end of 2026.
- The report provides an analysis of the options and various engagement methods used: traditional written survey, voting boards, rangatahi booklets, an online interactive app and engagement at the Kaikohe night market.
- The Kaikohe-Hokianga Community Board is requested to review the report and offer feedback on the recommended option for the building's future use.
- Recommended option of staff is to retain the existing library building and lease it for commercial purposes, based on strong community preference for Council to retain and lease the building.

#### TŪTOHUNGA / RECOMMENDATION

**a) that the Kaikohe-Hokianga Community Board receive the report Analysis of options for the future use of the current Kaikohe library building.**

**b) that the Kaikohe-Hokianga Community Board provide their views on the proposed recommended option for future use of the building, being keep the building and lease for commercial purposes, and to begin expressions of interest for a commercial lease.**

#### TĀHUHU KŌRERO / BACKGROUND

5 Raihara Street has been the home of the Kaikohe Library since 1968, with an additional extension added to the building in 1981.

Discussions about a new civic asset including a library for Kaikohe have occurred since 2012, with the new Kaikohe Library and Civic Hub now under construction at the corner of Raihara Street and Broadway. It is due for completion before the end of 2026.

For more background information concerning the Kaikohe Library and Civic Hub, see the following reports:

- 7 April 2022 Council meeting: Kaikohe Library and Civic Hub Progress Report.
- 17 October 2024 Council meeting: Kaikohe Library and Civic Hub Project Update Information Report.
- 17 June 2025 Te Koukou - Transport and Infrastructure Committee meeting: Kaikohe Library and Civic Hub Project Update.

- 31 July 2025 Council meeting: Kaikohe Library and Civic Hub - Approval of Construction and Civil Contract.

The existing library, which is located 80m from the new facility, will continue operating in its current location until the new library is completed.

Once all services have moved, the current library building will be vacant. Before the building becomes vacant, Council needs to identify and plan for the future of the building.

This project encompasses the library building footprint only and does not include the remainder of the land or other assets (i.e. playground, public toilets and public parking) within it. Decisions about those areas sit outside the Kaikohe Library and Civic Hub project's scope or Steering Group governance. For more information on the land and building, please see **Attachment A**.

### Public engagement

On 13 February 2026, the Kaikohe Library & Civic Hub approved commencing public engagement on options for the building's future. Public engagement ran from 1 May to 31 May 2026, involving a combination of traditional methods (written survey with multiple-choice and open-text questions, available in person and online) and a more "library-style" approach that is visual and easy to engage with for all age groups. This included visual voting boards, simple booklets for rangatahi that were circulated through education providers across the Kaikohe-Hokianga ward, pop-up engagement at the Kaikohe night market and an online app that gamified responses. The agreed approach supported all ages and accessibility needs.

Options consulted on were:

- Option 1: keep the building and lease it for commercial or community purposes
- Option 2: sell the building
- Option 3: demolish the building
- Option 4: keep the building for other council purposes

Submitters were asked to choose their preferred option, and to include any alternative use suggestions they believe would be suitable for the building.

## MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

### Public engagement feedback and analysis of options

Council received a total of 379 submissions on the future use of the current Kaikohe Library building. A summary of the submissions is provided below, with a full options analysis, including financial implications, in **Attachment B**.

Summary of submissions received:

- Most preferred option was Option 1: keep the building and lease it for commercial or community purposes (76.83% of submissions from the FNDC online survey)
- Preference for community lease over commercial lease
- Least preferred option across all submission formats was Option 4: keep the building for other council purposes
- Most suggested use of the building were youth centre, commercial retail, community centre, and social services supports

#### Option 1: Keep the building and lease it for commercial or community purposes

<b>What this is:</b>	Council keeps the building and leases it at a commercial market rent to an established business or leases it at the annual FNDC community lease fee to an incorporated society.
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<p><b>Public engagement feedback:</b></p>	<p>FNDC online survey:</p> <ul style="list-style-type: none"> <li>○ 63 out of 82 votes</li> <li>○ 39 comments in favour of community lease versus 22 in favour of commercial lease</li> </ul> <p>Online interactive app: 10 votes in favour out of 20</p> <p>Kaikohe night market: 36 votes in favour out of 42</p> <p>Booklets: 133 votes out of 150 to keep the building and make it fun - preference for community outcomes</p>
<p><b>Advantages:</b></p>	<p>Opportunity to generate revenue through rental income</p> <p>Supports Council’s role in community wellbeing and placemaking</p> <p>Allows Council control on what activities happen within the building</p> <p>Avoids any negative impact from having an empty building in an area with known vandalism</p> <p>Responds to community preference</p>
<p><b>Disadvantages:</b></p>	<p>If rented at community lease value, the income will not offset active and reactive maintenance costs</p> <p>Council will continue to be responsible for landlord maintenance and holding costs, including insurance and capital renewals. These holding costs will be reduced if leased at commercial value.</p> <p>2025 condition report identified ~\$52,000 of works to improve building quality that should be completed to avoid unnecessary reactive maintenance</p> <p>Will need to ensure that the tenancy aligns with activities that do not encourage vandalism or antisocial behaviour, and aligns with the Kaikohe - Hokianga Community Boards future views for the precinct</p> <p>While feedback from public consultation encourages community use, will need to ensure any tenant can cover the required tenant operational costs</p>

Option 2: Sell the building

<p><b>What this is:</b></p>	<p>Council sells the ownership of the building at market value, entering a long-term ground lease with the new owners (30 years maximum as the land is Local Purpose Reserve).</p>
<p><b>Public engagement feedback:</b></p>	<p>FNDC online survey:</p> <ul style="list-style-type: none"> <li>○ 13 out of 82 votes.</li> </ul> <p>Online interactive app: 10 votes in favour out of 20, however the option was to “sell or dispose”</p> <p>Kaikohe night market: 5 vote out of 42</p> <p>Booklets: 17 votes out of 150</p>
<p><b>Advantages:</b></p>	<p>Removes Councils operational and capital cost responsibility</p> <p>Provides a quick financial return, plus ongoing rental income from the ground lease</p> <p>Building sold at market value</p>

<b>Disadvantages:</b>	<p>Council loses control over use of the building</p> <p>Likely to encounter a scenario where upon termination or expiry of a ground lease, Council may end up retaining ownership of a building in an unknown condition</p> <p>Reputational and governance risk remain with Council</p> <p>May require upfront operational and capital costs to improve the building condition prior to selling</p> <p>Ongoing costs until the building has been sold</p>
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### Option 3: Demolish the building

<b>What this is:</b>	Council demolishes the building and considers other uses for the vacant building footprint.
<b>Public engagement feedback:</b>	<p>FNDC online survey:</p> <ul style="list-style-type: none"> <li>○ 5 out of 82 votes.</li> </ul> <p>Online interactive app: 10 votes in favour out of 20, however the option was to “keep and reuse”</p> <p>Kaikohe night market: 1 vote out of 42</p> <p>Booklets: Not applicable for this option</p>
<b>Advantages:</b>	<p>No ongoing operational or capital costs once the building has been demolished</p> <p>Creates a blank template for future development or enhancement of the area</p> <p>May align well with the Kaikohe-Hokianga Community Board plans for an arts lane and precinct</p> <p>Reduces risk of vandalism</p> <p>Avoids uncertainty around future use</p>
<b>Disadvantages:</b>	<p>Indicative costs of approximately \$111,000 to demolish, including asbestos removal</p> <p>Loss of a useable asset</p> <p>Does not generate any future revenue</p> <p>Loss of community history. The building has been part of Kaikohe since 1968</p> <p>Risk of no clear follow-on plan once developed</p>

### Option 4: Keep the building for other council purposes

<b>What this is:</b>	Council keeps the building for other council purposes, which could include offices, meeting rooms, storage etc.
<b>Public engagement feedback:</b>	<p>FNDC online survey:</p> <ul style="list-style-type: none"> <li>○ 1 out of 82 votes.</li> </ul> <p>Online interactive app: 10 votes in favour out of 20, however the option was to “keep and reuse”</p>

	<p>Kaikohe night market: 1 vote out of 42. Suggested use: storage facility</p> <p>Booklets: Not applicable for this option</p>
<b>Advantages:</b>	<p>Retains Council control over building use</p> <p>Provides flexibility to trial or adapt use over time</p> <p>Responds to community overall preference to retain the building</p> <p>Avoids disposal complexities</p>
<b>Disadvantages:</b>	<p>Council will continue to carry operational and capital costs</p> <p>Will require a minimum of ~\$52,000 to improve building condition</p> <p>Risk of underutilisation</p> <p>Risk of vandalism if building is not occupied/staffed for long periods of time</p> <p>Removes possibility of generating any income from the building</p> <p>Weak justification for ownership unless a clear Council service is need within the building, considering the new Library and Civic Hub will offer the same public services and more</p> <p>Removes potential lease revenue</p>

### Feedback from public engagement submissions

Submission feedback emphasises that retaining and repurposing the building would provide significant social and community benefits for Kaikohe. Submitters see the building as an ideal location for a multi-use community hub that supports youth activities, social services and community-led initiatives. Submitters suggest safe and accessible indoor spaces for rangatahi and whānau, with suggestions including youth centres, recreational facilities (such as bowling, trampolining or gaming), creative arts spaces and venues for education and training. Submitters identified opportunities for the building to host essential services such as health clinics, employment support, budgeting advice and information centres to improve access to services across Kaikohe and the wider Hokianga area.

Many submitters highlight the importance of retaining the building as a practical and cost-effective community asset in a central location. Submitters note that reusing the building would avoid the costs and perceived waste associated with demolition, while also enabling revenue through leasing or other commercial activity. Overall, feedback indicates that keeping the building active and locally accessible would help strengthen community wellbeing and support economic activity while preserving a valued asset with historical and cultural significance for Kaikohe.

While the rangatahi booklets asked slightly different questions, there was clear feedback that their preference was for the building to be kept and used for creative outlets where rangatahi can play, do art, perform and learn. Rangatahi had very clear views that if the building was not kept, then the space should align with nature, with the need for more homes in district being clearly stated as an important need.

### Recommended option and next steps

As per the Kaikohe-Hokianga Community Board protocols, the Community Board may now provide views to Council in relation to the future use of the building. Staff will progress this report, including the Kaikohe-Hokianga Community Boards views, to Te Koukou Committee for Transport and Infrastructure for recommendation to Council.

The recommended option is a modified version of Option 1, being:

To keep the building and lease for commercial purposes

#### Reason for recommendation

There is a clear community preference for the building to be retained under Council ownership.

While there is a desire for a community lease, these lease types provide minimal financial return while Council retains the full costs of asset ownership and maintenance. The proposed community lease fee for 2026/2027 is \$127 per annum, however the 2025 building condition report notes that approximately \$52,000 worth of works needed to improve the building condition - costs which may have increased since the report was completed.

An indicative market valuation of commercial spaces within Kaikohe is between \$150/m<sup>2</sup> to \$250/m<sup>2</sup> + outgoings + GST. Based on an average of \$200/m<sup>2</sup>, the building could generate an approximate income of \$60,000 per annum + outgoings + GST. This rental amount would cover the identified capital renewal works and provide ongoing revenue to help offset the costs of asset ownership.

Option 2 is not recommended as there are no currently identified Council needs for the building once it is no longer a library.

While option 3 can generate quick financial return, it is not recommended as Council will lose control over what the building is used for, will still need to invest to bring the building up to a more saleable condition, and is open to the risk of encountering complications upon a ground lease expiring, where the building may revert back to Council ownership regardless of lease terms.

Option 4 is not recommended due to the indicative cost to demolish the building being approximately \$111,000 (including asbestos removal) being higher cost than the required works to improve building condition, with no opportunity to generate revenue.

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

Indicative average commercial rent of \$200/m<sup>2</sup> for similar spaces in Kaikohe may provide \$60,000 annual rental income for the building

There is \$2,520 proposed for the 2026/2027 repairs and maintenance building budget. An additional \$49,480 is required to complete the works outlined in the 2025 building condition report.

There is also \$682,352 of capital renewal funds available in the current 2025-26 financial year, a portion of which could be carried forward to complete the required works.

It is recommended that the costings be updated prior to leasing the building.

- Current annual depreciation: \$137,459.26 (building, site works and CCTV)
- Capital budgets for 26/27, 27/28, 28/29: \$36,197

## **ĀPITIHINGA / ATTACHMENTS**

1. **Attachment A - Breifing paper - future of current Kaikohe library - A5793432** [↓](#) 
2. **Attachment B - analysis of submissions - A5814578** [↓](#) 



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**Briefing Paper:** Upcoming project – determining the future of the current Kaikohe Library building.  
**Reporting Officer:** Nicola Smith, Manager Libraries & Customer Service and Michelle Rockell, Executive Projects Lead  
**Date:** 2 March 2026

## Ngā whāinga | Purpose

To inform elected members of a new project to determine the future of the current Kaikohe Library building, located at Marino Court (5A Raihara Street, Kaikohe).

## Horopaki | Context

Staff are planning a project to determine the future of the current Kaikohe Library building, located at 5A Raihara Street, which will become vacant from October 2026 when the new Kaikohe Library & Civic Hub opens.

The existing library, which is located 80m from the new facility, will continue operating in its current location until the new library is completed.

Once all services have moved, the current library building will be vacant. Before the building becomes vacant, Council needs to identify and plan for the future of the building.

This project encompasses the library building footprint only and does not include the remainder of the land or other assets (i.e. playground, public toilets) within it. Decisions about those areas sit outside the projects scope and governance.

## Ngā kōrerorero | Discussion

### About the land

Located at 5A Raihara Street, Kaikohe, being Part Lot 6, DP 21204. Zoned as commercial, the Proposed District Plan zones it as mixed use. As the land is used for community and recreational purposes, it is considered park under the Local Government Act 1981.<sup>1</sup>

Below is an annotated aerial view of the area showing the land parcel and other activities on the land (public parking, playground, toilets):



Current records show that Kaikohe Borough Council purchased the land in 1952 and later subdivided it in 1957, creating the current parcel on which the library building now sits.

<sup>1</sup> Park means land acquired or used principally for community, recreational, environmental, cultural or spiritual purposes.

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**2**

An independent land status report advises that as the land is held for a public work (library), it is subject to the Public Works Act 1981. The land status report has not identified any Treaty obligations on Council. A land status report is a document that explains who owns a piece of land, how it can be used, and any legal or historical factors that affect it.

#### **About the location**

The library building is contained within the Library Square (Marino Court) alongside a small playground, public toilets and public carpark.

The Library Square experiences regular antisocial behaviour, and library staff currently mitigate this through passive surveillance. When the building is vacated, this oversight will stop and security risks will increase. Age-related issues and vandalism also force frequent closures of the public toilets, which required 34 callouts in the past year.

#### **About the building**

The Kaikohe Library opened in 1968 with a building of about 300m<sup>2</sup>. The Council renovated the building in the 2000s, and it contains known asbestos that must be managed should any work be carried out.

A 2025 building condition assessment identified the following works needed to improve the building condition:

- Roof related repairs (replace spouting and soffits, full roof clean, rust treatment and repaint) – **approx. \$24,000.**
- Exterior related repairs (full repaint, including exterior joinery and new door hinges) – **approx. \$10,000.**
- Interior related repairs (full repaint, new kitchen unit and associated plumbing, and redecorating) – **approx. \$18,000.**

While LTP funds for scheduled renewals of about \$680,000 were allocated to the FY 26/27, these are limited to capital renewals and cannot be used to support a refit of the space for another use. There is \$18,765.42 allocated to the FY 26/27 operational budget.<sup>2</sup>

#### **Public engagement**

Under the Register of Delegations, the Group Managers have authority to lead consultation processes for matters within their area of responsibility and to investigate issues, consider options, and make recommendations to the Chief Executive and/or Council on activities or opportunities that support the social, economic, environmental, and cultural wellbeing of the District. In this case, this authority sits with the Group Manager Delivery & Operations.

#### **Kaikohe Library & Civic Hub Steering Group (Steering Group)**

On Friday 13 February 2026, the Steering Group amended their Terms of Reference (ToR) to include driving the progress of options for the current Library building. These changes to the ToR require Council approval, which is expected on 29 April 2026.

The Steering Group also approved commencing public engagement on options for the building's future.

#### **Possible options**

Public engagement will identify Kaikohe's preferred options and identify any additional options. At a high level, the following options are likely to be considered further:

- Retain for commercial/community lease
- Retain for other Council purposes (including Kaikohe – Hokianga Community Board LTP 2027/37 prioritisations)
- Dispose of the building (sell/demolition)

All options will be considered against adopted council policy, plans and strategies.

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<sup>2</sup> Operational costs include insurance, general repair and maintenance to the buildings and equipment, contractor costs and rates.

### Kaikohe – Hokianga Community Board LTP 2027/37 prioritisations

At the December 2025 Kaikohe–Hokianga Community Board meeting, members discussed developing a “Kaikohe Library Lane Art and Creative Hub” as part of the 2027–2037 Long-Term Plan. This project seeks to renew the library lane and square to boost mana, make the area more family-friendly, and deter vandalism. It would also explore options, including ideas from the ĀKAU Broadway Kaikohe Placemaking Plan, for linking with the new Library & Civic Hub, pending necessary approvals.

Council is yet to approve this project as part of the LTP 2027/37, and no budget has been allocated at this stage.

Decisions about the building will affect the options for the public spaces surrounding it. The prioritisation project does not include the library building itself.

### E whai ake nei | Next Steps

Elected members must make decisions before the Kaikohe Library & Civic Hub opens and the current building becomes vacant in October 2026.

The draft milestones and actions for the project are (subject to no competing priorities, including delays and resourcing constraints):

- 29 April 2026: Council to resolve on new ToR for the Kaikohe Library & Civic Hub Steering Group.
- May - June 2026: Undertake public engagement on options.
- July 2026: Obtain views of the Kaikohe – Hokianga Community Board on the options and preferences, including verbal submissions (if any).
- August 2026: Seek recommendation from Te Koukou on the options and preferences.
- September 2026: Seek decision of Council on which option to implement prior to October 2026.

### Ngā tāpiritanga | Attachments

Nil

In accordance with Local Government Official Information and Meetings Act 1987 (LGOIMA) this briefing paper can be excluded from public view as it contains:

- Commercially sensitive information
- Legal privilege or litigation matters
- Privacy concerns
- Negotiations or trade secrets
- Security or safety risks
- Protection of person

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## Attachment B: Future use of the Current Kaikohe Library – Analysis of Public Submissions

### 1. Financial implications

- Rates: \$3,659.73 (entire site, not just building)
- Insurance: \$3,278.78 annual premium
- Depreciation: \$137,459.26 (building, site works and CCTV)
- Proposed 2026/2027 operational budget: \$2,520
- 2025 building condition report: ~\$52,000 worth of works to improve building condition:
  - Roof related repairs (replace spouting and soffits, full roof clean, rust treatment and repaint) – approx. \$24,000.
  - Exterior related repairs (full repaint, including exterior joinery and new door hinges) – approx. \$10,000.
  - Interior related repairs (full repaint, new kitchen unit and associated plumbing, and redecorating) – approx. \$18,000.

### 2. Summary of submissions

Public engagement on options for future use of the current Kaikohe library ran from 1 May to 31 May 2026. A total of 379 submissions were received:

- 82 via FNDC online survey or email
- 61 interactions via the online interactive app
- 33 responses collected at two Kaikohe night markets
- 147 returned booklets provided to rangatahi circulated through education providers
- 44 unique rangatahi entries (drawings)
- 12 in house submissions via displays at the current Kaikohe library and mobile library

Not all participants cast a vote about the use of the building, nor did all participants offer comments, so there is variance in the number of responses received and comments received against each option.

Five submitters wished to speak to their submission. One spoke at the 28 May 2026 Council meeting, three spoke at the 3 June 2026 Kaikohe - Hokianga Community Board meeting, and one did not attend to speak.

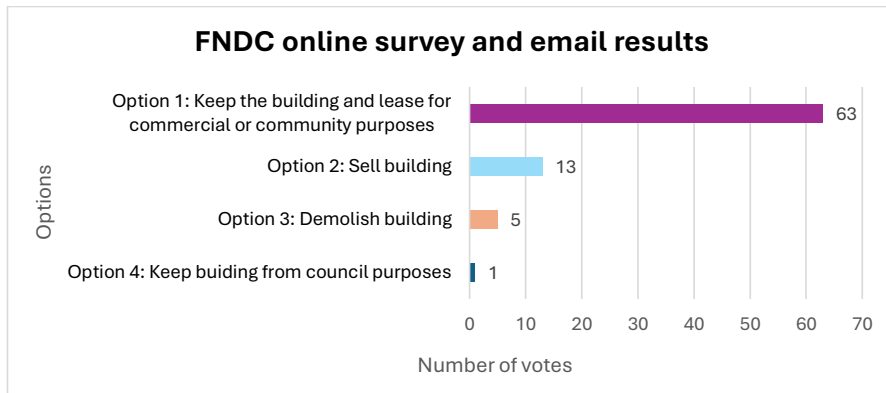
Public engagement asked: What do you think should happen to the current Kaikohe library...?

Options engaged on were:

- **Option 1: Keep the building and lease it for commercial or community purposes**
- **Option 2: Sell the building**
- **Option 3: Demolish the building**
- **Option 4: Keep the building for other council purposes**

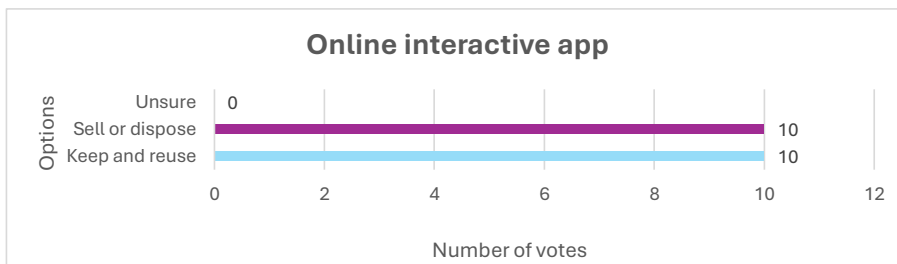
Key results from the survey are in Figures 1 - 6 below.

Figure 1: Breakdown of results from FNDC online survey and email



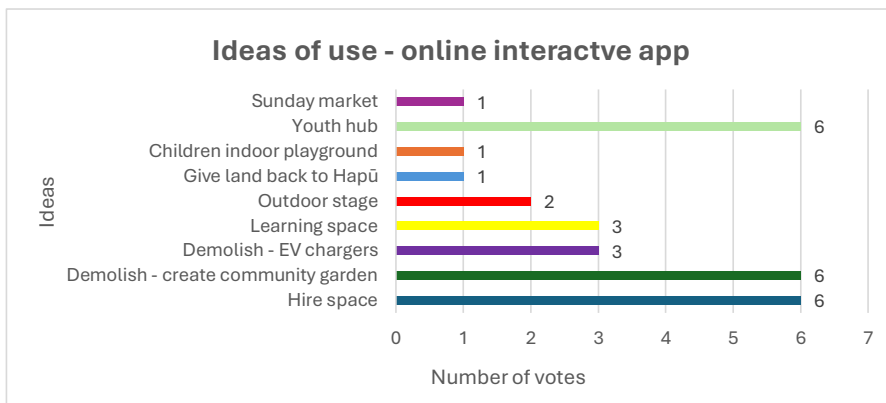
This graph illustrates how many votes each option received in the FNDC online survey and email.

Figure 2: Breakdown of results from online interactive app



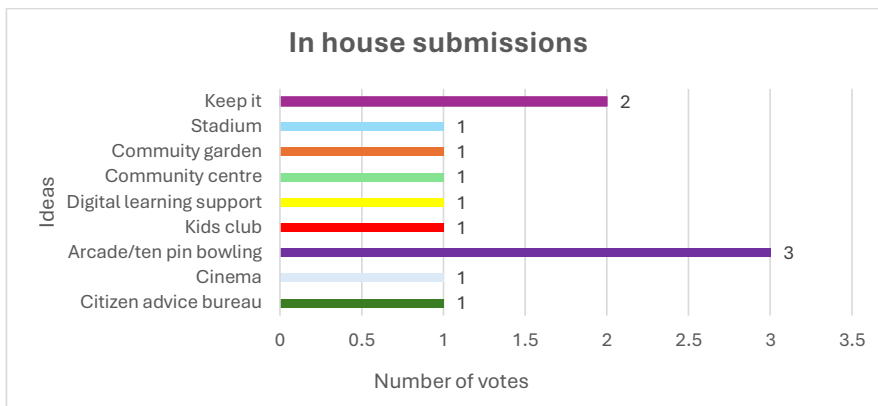
This graph illustrates how many votes each option received in the online interactive app.

Figure 3: Ideas of use for the building received from the online interactive app



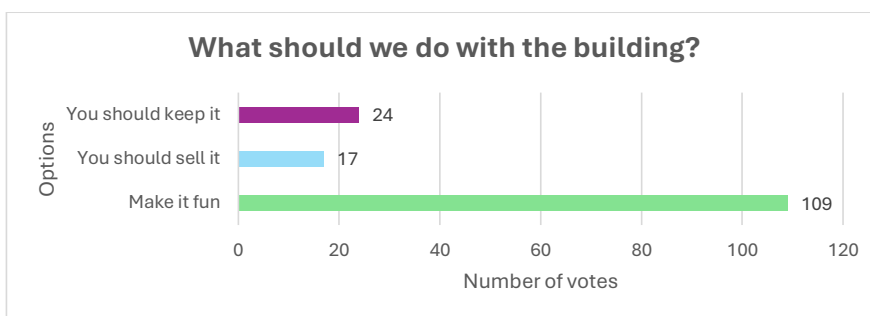
This graph illustrates how many different usage ideas were submitted through the online interactive app, and how many votes each one received.

Figure 4: Results from the inhouse submissions located at the current Kaikohe library and mobile library



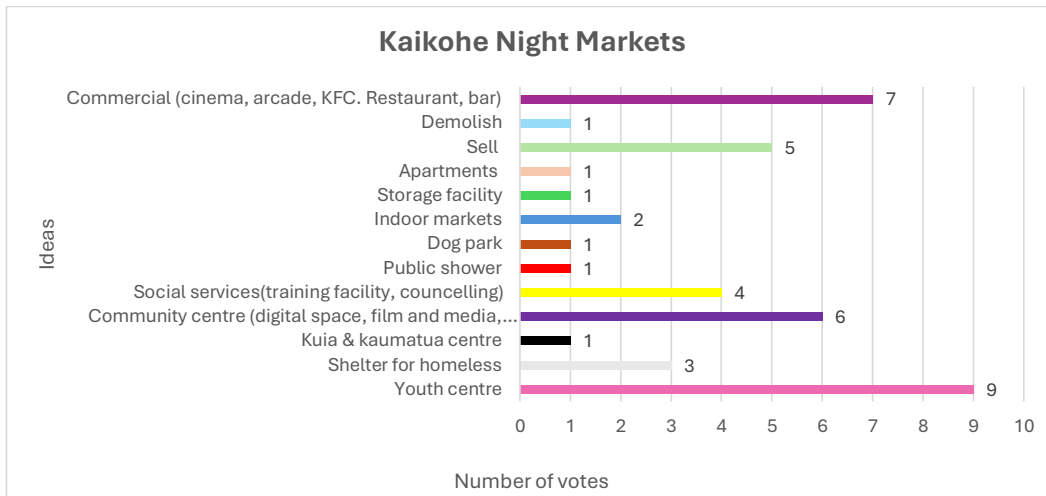
This graph illustrates how many different usage ideas were obtained through in house submission boards, and how many votes each one received.

Figure 5: Results from the returned booklets provided to rangatahi circulated through education providers



This graph illustrates how many votes each option received from the returned rangatahi booklets

Figure 6: Feedback obtained from the Kaikohe night markets

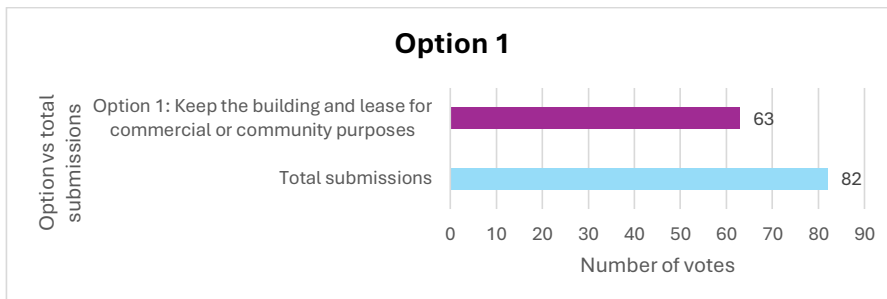


This graph illustrates how many different usage ideas were shared by participants at the Kaikohe Night Markets, and how many votes each one received.

### 3. Analysis of submissions – FNDC online survey and email engagement

#### 3.1 Option 1. Keep the building and lease it for commercial or community purposes

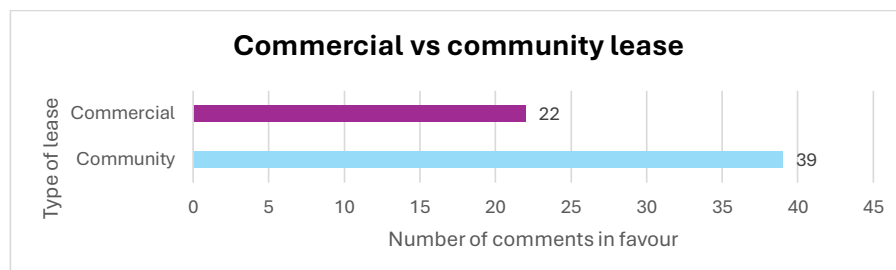
Figure 7: Total votes for option 1



This graph illustrates that Option 1 received 63 out of 82 votes

Option 1 obtained a total of 63 out of 82 votes in the FNDC online survey and email engagement (76.83% of submissions).

Figure 8: Votes for commercial or community leases



This graph illustrates that community lease received more votes than commercial lease.

61 comments were made to the type of lease submitters would like to see within the building. 22 comments were in favour of a commercial lease, with 39 comments in favour of a community lease.

### 3.1.1 Support for option 1

58 submitters expressed support for this option:

*"There will be great benefits for keeping the space for community purposes. The space could be a central place for youth engagement and youth programmes."* **Submission 2**

*"Creating something to do in Kaikohe  
Maybe a trampoline place like flip out in Whangarei or ten-pin bowling. Would be great to see something for our youth."* **Submission 3**

*"It could be for youth like an arcade or bowling or heated swimming something affordable but fun for it become."* **Submission 4**

*"It would be so lovely for our return servicemen/women to have a place of their own. Anzac building... its really sad to see they have no building in our community every year. It can be utilized for cadets/leadership courses throughout the year."* **Submission 5**

*"I think the building is a useful community facility. Unless there are real problems with it it's not worth demolishing and something beautiful come of it that contributes to Kaikohe."* **Submission 6**

*"If the FNDC own the building - keep it and use it for income. The Lord knows the council seems to need every penny it can get. If selling it is more financially viable (though I doubt it will sell in the area) then do that. But keeping it for council or demolishing it - no. The former because I can't imagine what other services would use it (perhaps you can). The latter because that'll just cost to demolish. Thanks for asking."* **Submission 7**

*"I hate seeing waste. This building could be used by a business and Council could get income. Advertise for expressions of interest if there is none sell it!"* **Submission 8**

*"Kaikohe needs social services, a drug rehab, budgeting advice, citizens advice, mobile healthcare or other support services. This building could be utilized for those"* **Submission 10**

*"Use it for Ten Pin bowling. It's about the right size. KAIKOHE WOULD LOVE THIS"* **Submission 11**

*"If leased then that MUST be at market rent."* **Submission 12**

*"The right tenant could complete a refurbishment and bring new space to the community."* **Submission 13**

*"In the best interest of serving the rate payer the building should be sold at market value or leased at market value then sold. Council can then use the funds to deliver core services."* **Submission 15**

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*“Doesn't appear to be anything wrong with building. Don't need any more social services type buildings. Suggest a pop-up shop type thing of area where sellers could contribute and can lease a table or something similar.”*

**Submission 18**

*“Given Council debt levels, gaining an income from existing property should be a first consideration.”*

**Submission 19**

*“Let the locals utilize it as a community space”*

**Submission 20**

*“Kaikohe needs community spaces, places where things that are not necessarily viably commercially supportable but that create a further sense of community. Keep the building and use it to nurture new businesses or support spaces.”*

**Submission 21**

*“Create an indoor trampoline place for the community.”*

**Submission 24**

*“...It should be seen as one of the towns Heritage buildings.... perhaps this process is that the youth can contribute to... after all they are the future ratepayers.”*

**Submission 26**

*“Use the building for a gymnasium of some sort.”*

**Submission 27**

*“Just an idea instead of scrapping the building turning it into something that benefits the community. I'm sure there's plenty of funding for Māori development. A Hauora Hub that focuses on Māori Based healing and welcomes Māori orientated workers such as Tohunga which are healers, leaders, prophets and guides or Matakite/matekite which are seers. A place for spiritual development and healing would be such a cool option to have here in Kaikohe. Whangarei has a Māori healing place in town next to the Park. And they've helped me heaps to understand how Ao maori can integrate safely into Ao pakeha. Connecting two worlds through understanding would be so cool! And just because its Māori based or focused shouldn't mean its only available for Māori. It would be a shame to see such a perfectly good building in a perfectly good location get scrapped.”*

**Submission 29**

*“Council keep building to lease out at affordable rate. Allow an option from community to arise. Something that benefits the wellbeing of the community.”*

**Submission 30**

*“Owning a building using it for council and community services keeps property alive and saves building more structures.”*

**Submission 31**

*“Support sustainable Community led initiatives in our community that grow capacity & capability.”*

**Submission 33**

*“I believe Kaikohe is the HUB of the north and an information centre is crucial for whanau, new families, tourists etc.”*

**Submission 36**

*“The lease money could help pay for some of the new build interest.”*

**Submission 37**

*“Commercially lease to a local service provider like Ngāpuhi Social Services or Akau who are both interested in the building.”*

**Submission 38**

*“Having a space for community activities/outreach allows a safe and warm/dry space for community providers to run programmes/implement programs that can benefit the most vulnerable members of our community.”*

**Submission 39**

*“We don't have a community building that's a neutral space to use. We have Māori organisations, memorial hall but nothing else.”*

**Submission 40**

*“... its location makes it well suited to use by community groups or a business.”*

**Submission 41**

*“It's expensive for anyone to build. This is a sturdy building that has parking and handy to the township.”*

**Submission 42**

*“Keeping it community purposes like as a hub for our rangatahi.”*

**Submission 43**

*“...the Far North need a place for youth to go to!”*

**Submission 45**

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*"It could be used for emergency shelter or food distribution. Or a youth centre group. Adult education groups. It would be a waste to demolish a perfectly functional building."* **Submission 46**

*"Use it for a Crisis Centre, to help the community 24/7, Who urgently need assistance. Could be a hotline place???"* **Submission 48**

*"Communities need places of support, especially for youth, where they could participate in activities that inspire their minds and bodies. Conferences and meetings can be charged for, therefore bringing in revenues. If community meetings are required to inform the public of FNDC procedures, hold them at the former library."* **Submission 49**

*"The building should be retained and repurposed for community and commercial use. Kaikohe needs more accessible spaces for local services, iwi/hapū initiatives, youth programmes, and small businesses. Retaining the asset keeps it in community hands and supports local development rather than losing it through sale or demolition."* **Submission 51**

*"A space for community groups to run budgeting or cheap meal preparation for whanau. A drop-in youth centre for rangatahi to talk with Social Workers or Youth workers."* **Submission 52**

*"Repurpose the building as a recording studio, music school and art gallery. Perhaps a space for youth programmes."* **Submission 54**

*"Keep for a commercial lease to make money on FNDC asset..."* **Submission 56**

*"The building is in good condition located in the heart of Kaikohe and is a valuable community asset"* **Submission 58**

*"It was a building for the community, so I think it should be used for the community again or a commercial lease arrangement"* **Submission 59**

*"Make it available for voluntary groups"* **Submission 60**

*"Is there no charity that could run an op shop out of the building? SPCA, Salvation Army, a church or group of churches..."* **Submission 61**

*"For community use (e.g. resource centre/op shop) please. It's sad to see so much of the heart of Kaikohe disappear."* **Submission 63**

*"Use for music room for youth a working space for personal development or meeting"* **Submission 64**

*"If there is a community use for the space that would be my priority..."* **Submission 67**

*"I am a RN and think this would be a great space for a youth clinic and general health clinic"* **Submission 68**

*"The space could support local whānau, rangatahi, and jobseekers through access to employment support, digital literacy, CV assistance, career planning, training workshops, and pathways into sustainable employment. Kaikohe continues to face barriers such as limited transport, digital exclusion, unemployment, and lack of safe, supportive spaces for people to reconnect with opportunity. A dedicated employment hub within the township would create an accessible, welcoming place where community members can receive practical support, build confidence, access technology, and connect with local employers, training providers, and wellbeing services. We believe repurposing the building in this way would strengthen long-term social and economic outcomes for the wider Kaikohe and Hokianga communities while keeping the space active, community-led, and future-focused."* **Submission 70**

*"Continue with a facility available for training, workshops, a knowledge centre focused on creative arts. Art, weaving, wood and bone carving, creating jewellery, growing gardens. School holiday programs. AI, basic computing etc"* **Submission 73**

*"Something for the kids to have some fun. I think should be a games hub like electronic sports games space invaders etc"* **Submission 75**

*"[should be a] community asset"* **Submission 76**

*"I know there are many community organisations that could transform this into something amazing for our hapori. It's a great location and I think would be best for FNDC to retain this and let a hapori group utilise it."* **Submission 77**

*"It would be good to have a safe youth space. We had one before and youth crime dropped dramatically because of it. Having it available to the community would be a bonus"* **Submission 78**

*"We need something up north for entertainment for Tamariki or whānau."* **Submission 79**

*"There are lots of community Kaupapa that deserve to have a space dedicated to supporting the growth of projects that enhance the mana and build the resilience of the community.  
There are also trusts that do a lot of unpaid mahi that would also possibly benefit from being able to utilise this space"* **Submission 80**

*"It's in a good venue, a bit of renovation - will be great"* **Submission 81**

*"There are community groups that require a central space to meet in Kaikohe."* **Submission 82**

### 3.1.2 Concerns for option 1

Submitter 16 noted "Although leasing it brings an ongoing income, there are costs associated with this whereas a sale gives a return and no more ongoing costs."

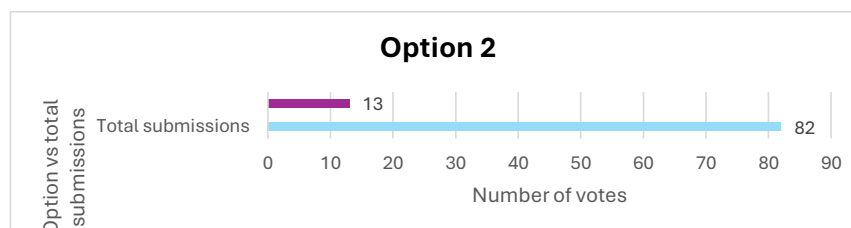
### 3.1.3 Staff analysis

61 submitters chose option 1 as their preferred option. Feedback overwhelmingly supports keeping and leasing the building. Submitters made clear the need for a flexible, multi-use community asset in central Kaikohe that can support youth engagement, whānau wellbeing, social services, creative and cultural activities and local businesses. Common suggestions include developing a community hub, youth centre, recreational facility (bowling, trampoline park), health or support services and spaces for education, arts and community programmes. Submitters also noted its central location and see the building as an accessible gathering space, though one submitter was concerned with the associated costs to maintain the building.

While there is support for a commercial lease, it is framed around ensuring financial sustainability and avoiding a burden on general rates.

## 3.2 Option 2. Sell the building

Figure 9: Total votes for option 2



This graph illustrates that Option 1 received 63 out of 82 votes.

Option 2 received a total of 13 out of 82 votes in the FNDC online survey and email engagement (15.85% of submissions).

### 3.2.1 Support for option 2

Sixteen submitters commented in support of selling the building:

*"If the FNDC own the building - keep it and use it for income. The Lord knows the council seems to need every penny it can get."* **Submission 7**

*"This building could be used by a business and Council could get income. Advertise for expressions of interest if there is none sell it!"* **Submission 8**

*"Council isn't in the business of property management. Use the money to invest in infrastructure"* **Submission 9**

*"I would opt for "sell", BUT that must be conditional upon price."* **Submission 12**

*"Sell & get fund. Don't need more Council building which cost money for upkeep. Leasing has problems?"* **Submission 14**

*"As we face ratable value drop councils income is going to be affected with lower rates paid. In the best interest of serving the rate payer the building should be sold at market value or leased at market value then sold. Council can then use the funds to deliver core services."* **Submission 15**

*"Sell to reduce ongoing costs to ratepayers. Although leasing it brings an ongoing income, there are costs associated with this whereas a sale gives a return and no more ongoing costs."* **Submission 16**

*"Sell it. It's decent real estate and Council has enough buildings and land to maintain"* **Submission 23**

*"No need for council to keep old buildings. Sell it, and invest the money into the community"* **Submission 25**

*"It should be sold or demolished. Council does not need another asset that ratepayers have to maintain."* **Submission 32**

*"Sell it for goodness sake and put the funds towards the horrendous cost of the new project that never ever should have been approved as Kaikohe community will neither use it nor respect it. The money should have been allocated instead to underfunded and/or outdated critical infrastructure in the whole district ie roading, sewerage, water, footpaths, refuse, public toilets etc"* **Submission 34**

*"...selling would be great so long as it was sold properly at full market price."* **Submission 37**

*"Council needs money and not this type of dated asset"* **Submission 44**

*"best return for ratepayers \$"* **Submission 55**

*"...or sell the building"* **Submission 56**

*"First preference is to sell the building preferably or secondly lease to a worthy community organisation."* **Submission 81**

### 3.2.2 Concerns for option 2

Two submitters were concerned this option would be unsuitable:

*"Building is very expensive don't demolish, and selling would only result in asset loss for future".* **Submission 13**

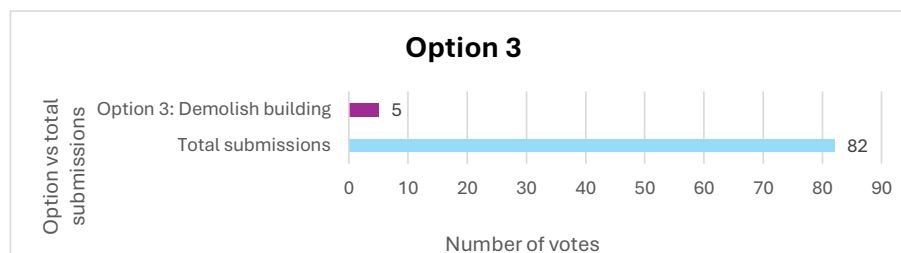
*"If the building is structurally sound - selling in current market or demolishing it is not ideal."* **Submission 67**

### 3.2.3 Staff analysis

13 submitters chose option 2 as their preferred option. Some submitters consider the asset non-essential for Council ownership, commenting that ongoing maintenance and management costs outweigh the benefits and that Council should prioritise core infrastructure investment.

### 3.3 Option 3. Demolish the building

Figure 10: Total votes for option 3



This graph illustrates that Option 3 received 5 out of 82 votes.

Option 3 received a total of 5 out of 82 votes in the FNDC online survey and email engagement (6.09% of submissions).

#### 3.3.1 Support for option 3

While being second to last, 6 comments were in support of option 3:

*"With maintenance costs increasing, it makes sense to demolish the building and make use of the area for parking or green space. This would reduce the cost to council and the rate payer, and prevent vandalism to the building, which is a known issue in the area."* **Submission 1**

*"If the building is demolished the whole site can be re-imagined. The issue with the current site is that its a drug distribution centre. Not the library but the surrounds. You only have to spend 10 mins in the locale to see drug transactions. So anything that replaces the library needs to discourage and hopefully eliminate that practice from the area. I think it could be a lovely area, maybe more of a garden with seats etc expand the playground, improve the toilets and get cameras etc in the area. Maybe patrolled by Māori wardens or similar to eliminate the drug transactions. Could have a drop-in centre for people who need help... Good luck..."* **Submission 17**

*"It should be sold or demolished. Council does not need another asset that ratepayers have to maintain."* **Submission 32**

*"Demolish the old library and replace with social housing developed under a co-governance model between the Council and iwi. I believe the options provided above can no longer represents the best use of the land, particularly in the context of ongoing housing shortages and increasing demand for secure, affordable homes in Kaikohe. Redeveloping the site for social housing would directly contribute to addressing these needs while promoting long-term community wellbeing."*

*Partnering with iwi ensures that the co-governance framework reflects Te Tiriti o Waitangi principles, incorporates mātauranga Māori, and acknowledges the historical and cultural significance of the whenua in question. Social housing delivered through co-governance has the potential to create not only homes, but a thriving, connected community. I encourage the Council to proceed with demolition and prioritise this redevelopment opportunity."* **Submission 53**

*"That area is an eyesore. Hope they move the playground to the new area as well. Get it away from the wholesale."* **Submission 71**

*"Make a green space with a bigger playground and hold the night markets there. Seating, toilets available there."*

*A disability swing or a sensory playground for autistic tamariki would be amazing!* **Submission 72**

**3.3.2 Concerns for option 3**

Seven submitters were against demolition:

*“Unless there are real problems with it it’s not worth demolishing and something beautiful come of it that contributes to Kaikohe”.* **Submission 6**

*“...keeping it for council or demolishing it - no. The former because I can’t imagine what other services would use it (perhaps you can). The later because that’ll just cost to demolish.”* **Submission 7**

*“Why demolish a building that would cost to demolish.”* **Submission 14**

*“Demolition is a waste of money and resources.”* **Submission 37**

*“It would be wasteful of resources to demolish it...”* **Submission 41**

*“Please don’t demolish it - such a waste.”* **Submission 61**

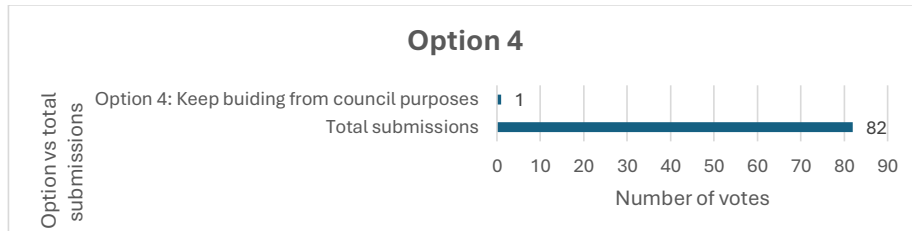
*“If the building is structurally sound - selling in current market or demolishing it is not ideal.”* **Submission 67**

**3.3.3 Staff analysis**

Although option 3 ranked second to last, submitter feedback on demolition is mixed. Some submitters support demolition to reduce ongoing maintenance costs and address anti-social behaviour in the area, enabling alternative uses such as green space, parking or new developments like social housing. Seven submitters are against demolition, viewing it as wasteful and advocating for retaining, selling or repurposing the building.

**3.4 Option 4. Keep the building for other council purposes**

Figure 11: Ranking of option 4



This graph illustrates that Option 4 received 1 out of 82 votes.

Option 4 received a total of 1 out of 82 votes in the FNDC online survey and email engagement (1.22% of submissions).

**3.4.1 Support for option 4**

Submitter 50 was the only comment in support of this option:

*“Sounds like a good opportunity to keep for existing council matters surely with the cost of travel would make sense to use building for offices or meeting spaces. Could be a space to run work shops. Second option to lease out.”*

**3.4.2 Concerns for option 4**

There were no comments with concerns for this option.

**3.4.3 Staff analysis**

There was limited support for option 4, with only 1 submitter choosing it as their preferred option, noting that it would be a good space for offices or meeting spaces.

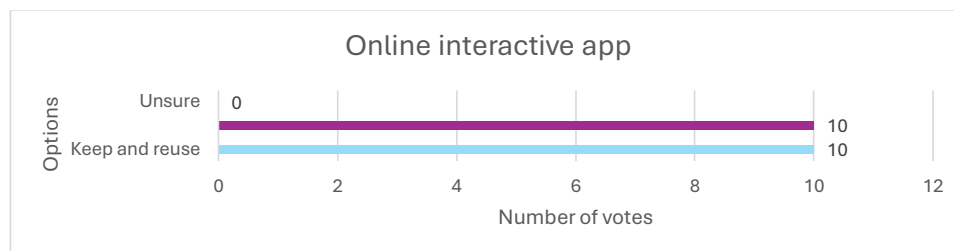
**4. Online interactive app, pop up engagement and rangatahi booklets**

The online interactive app, pop up engagement and rangatahi booklets are a more “library-style” approach that is visual and easy to engage with for all age groups, supporting all ages and accessibility needs.

**4.1 Online interactive app**

The online interactive app received a total of 20 votes, with 10 votes for sell or dispose the building, and 10 votes for keeping and reusing the building.

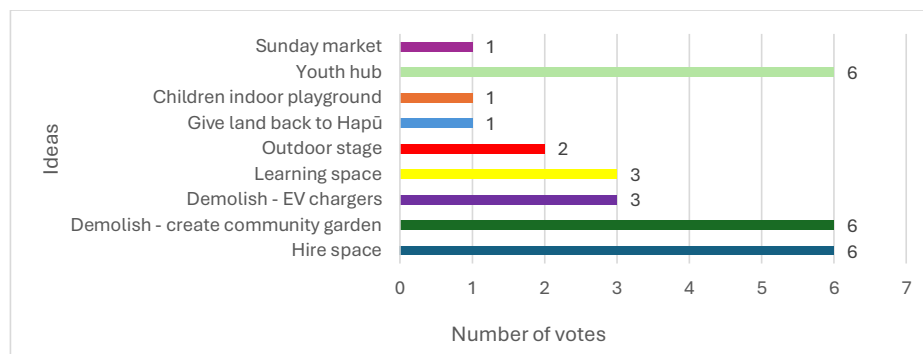
Figure 12: Total number of votes for each option through the online interactive app



This graph illustrates how many votes each option received in the online interactive app.

The app also provided the opportunity for submitters to suggest ideas of use for the building and/or building site or choose one that had already been suggested. The submitter could choose an idea without having to previously select an option for the future of the building.

Figure 13: Ideas of use for the building received from the online interactive app



This graph illustrates how many different ideas of use came through the online interactive app, and how many votes each one received.

Submitters provided 9 ideas for use of the building or site, with 29 submitters voting on those different ideas. Results were as follows:

- 
- 6 votes for use a hire space
  - 6 votes for demolition and create a community garden
  - 6 votes for use as a youth hub
  - 3 votes for demolition and build EV chargers
  - 3 votes for use as a learning space
  - 2 votes for use as an outdoor stage
  - 1 vote to give the land back to Hapū
  - 1 vote to convert it into an indoor children's playground
  - 1 vote to use for a Sunday market

## 4.2 Pop up engagement

Pop up engagement included staff attending the Kaikohe Night Markets and submission boards in the current library and mobile library.

### 4.2.1 Kaikohe Night Markets

Staff attended two markets (14 and 28 May 2026), receiving a total of 42 submissions.

Submissions showed a clear preference for retaining the building for community-focused and social support uses, with youth-oriented facilities receiving the strongest support, followed by commercial uses (hospitality and entertainment) and social services (training and counselling facilities). Other suggestions included indoor markets, shelter for homeless, a kuia and kaumātua centre, showers, storage facility, dog park and apartments.

Demolition was suggested once, with five submissions suggesting the building should be sold.

### 4.2.2 Post-its and dot voting

Submitters had the opportunity to provide feedback on options of use for the building via post-it notes and dot stickers, placed onto boards located at the current Kaikohe library and mobile library.

This engagement received 13 submissions over the period of 1 May to 31 May 2026.

Suggested options of use were very mixed, including commercial entertainment activities (arcade, cinema, bowling), kids clubs, digital support, educational purposes, community gardens and a stadium.

All submissions leaned towards keeping the building for a community or commercial lease.

## 4.3 Rangatahi booklets

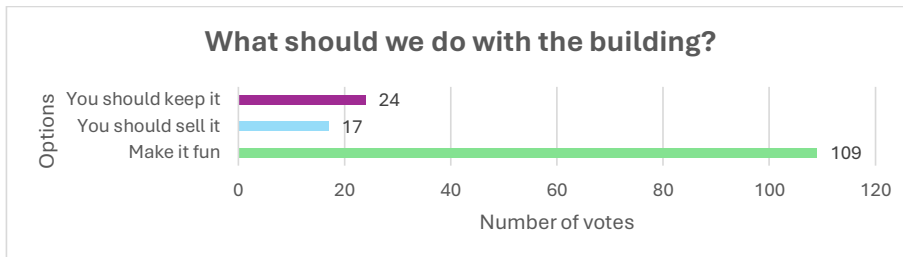
1000 booklets (800 in English and 200 in Reo Māori) were provided to 24 different Early Childhood Education centres, Kohanga Reo, schools and kura within the Kaikohe-Hokianga district. Of these, 147 were returned, with an additional 44 unique entries, giving a total of 191 combined participation.

As these booklets were created to engaged with the younger generation, the wording used was slightly different to the other forms of engagement. Rangatahi were provided with 6 stickers each (1 for question 1, 3 for question 2 and 2 for question 3) to answer the questions, however sometimes this was not represented accurately, with some rangatahi choosing to use all stickers, and others not.

This does not discount their valued opinions on options for future use of the building.

44 rangatahi also provided unique entries in the form of drawings.

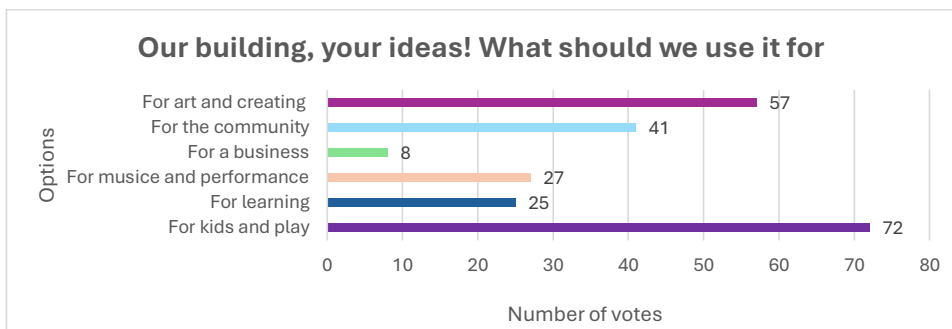
Figure 14: Question 1 from the rangatahi booklets



This graph illustrates how many votes rangatahi gave each option to answer “What should we do with the building?”.

Question 1 asked “What should we do with the building?”. Out of 150 answers, 109 rangatahi chose to keep the building and make it fun, with 17 choosing to sell the building.

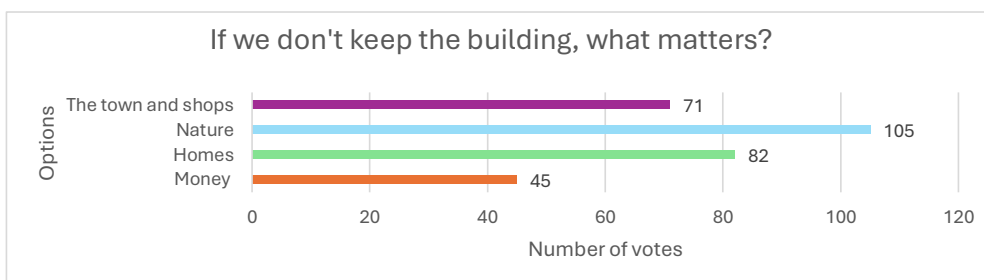
Figure 15: Question 2 from the rangatahi booklets



This graph illustrates how many votes rangatahi gave each option to answer the question “What should we use it for?”

Question 2 asked “Our building, your ideas! What should we use it for?”. Out of 6 options, there was a preference for “kids and play” (72 stickers), with “art and creating” coming in second (57 stickers). For “a business” came in last (8 stickers).

Figure 16: Question 3 from the rangatahi booklets

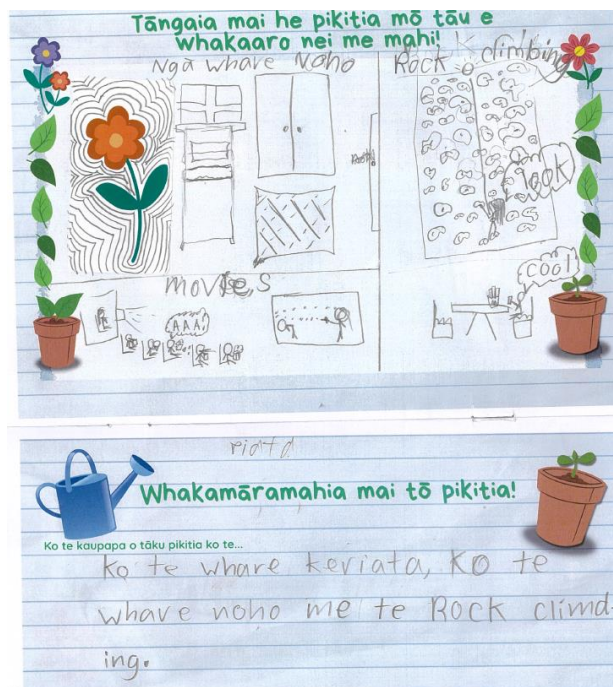


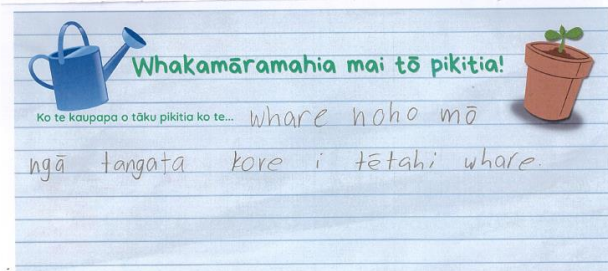
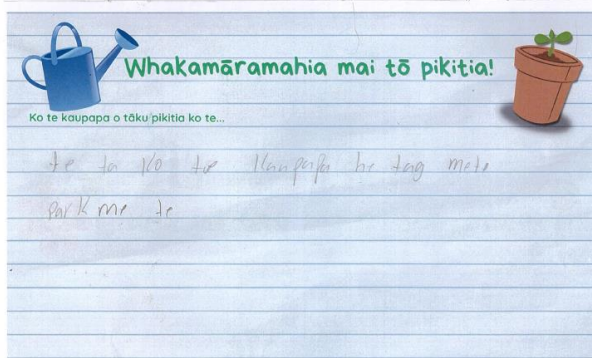
This graph illustrates how many votes rangatahi gave each option to answer the question “if we don’t keep the building, what matters?”

Question 3 asked “If we don’t keep the building, what matters? Out of 4 options, “nature” received the most votes (105 stickers), “homes” came in second (82 stickers), “town and shops” came in third (71 stickers) and “money” came in last (45 stickers).

Rangatahi feedback showed a clear preference to keep and reuse the old library building, with most wanting it to become a fun, engaging space rather than selling it. Suggested uses focus on youth friendly and creative activities, including spaces for play, art, creativity and music. If the building is not retained, priorities shift to protecting nature, enabling housing within Kaikohe and supporting the town centre, with financial return not appearing as important.

A small sample of some of the rangatahi suggestions received are included below as examples of the creative depth of responses received.





**Draw what you think we should do!**

**Explain your picture to us!**

My picture is of... the things I would like to see happen to the old library space. We need a place we can go and do interactive digital learning.

**Draw what you think we should do!**

**Explain your picture to us!**

My picture is of... I want a normal library with books and fun games like pool the POOLS can be no sharing no raving no cheating in pool and that's it.



## 8.4 TE HONO GROUP ANNUAL OPERATIONAL REPORT

**File Number:** A5822991

**Author:** Llani Harding, Pouhautū - Manager - Te Hono

**Authoriser:** Aaron Taikato, Manuhautū Te Hono – Group Manager Te Hono

### TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to provide the Kaikohe – Hokianga Community Board with an annual operational group report from Te Hono.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Te Hono is the Māori Engagement group for FNDC. The group is responsible for engaging with whānau, hapū, iwi, marae, rōpū and hapori across the district.

### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board receives Te Hono Group Annual Operational Report .**

### TĀHUHU KŌRERO / BACKGROUND

Te Hono also provide expert tikanga advice and support to elected members, staff, contractors and internal groups of FNDC and our CCOs. Additionally, Te Hono supports FNDC groups to implement Te Pae o Uta across the organisation, as well as supporting Whenua Māori enquiries.

#### **Te Pae o Uta – Implementation and Monitoring:**

Te Pae o Uta was formally adopted by Council in September 2023 alongside the Reo and Tikanga Policy.

A nine-month sprint was undertaken to ensure a 1 July, 2024 implementation phase of activation. Staff were supported through this phase in understanding, developing and delivering 3 goals per team.

Throughout the design and implementation phase of Year 1 goals, staff made recommendations to further enhance the learning and understanding of Council through the development of targeted strategies and actions plans.

Te Pae o Uta focuses on guiding and supporting staff to respond to the needs of Māori.

The Far North District Māori population of over 52% is the primary driver in ensuring that FNDC work is fit for purpose for the district we serve.

Te Hono are the unit responsible for monitoring and reporting on Te Pae o Uta progress, however, each group are responsible for owning their goals and ensuring staff within the group are aware of their commitments.

All Council teams provide status updates to Te Hono on their Te Pae o Uta goals. In addition, all group managers provide a Te Pae o Uta update in their Operational report to Council. Te Hono provide a weekly drop-in service for all Te Pae o Uta or Te Hono related queries.

#### **Te Pae o Waho monitoring and reporting:**

Te Pae o Waho is the Reo Māori and Tikanga course offered to staff. The aim is to build Te Reo capability, competency and confidence when engaging with Māori.

The course has three levels, and staff are required to work their way through the course during their time at Council.

Te Pae o Waho is delivered by Te Hono staff and is available year-round across all three major FNDC work sites to staff and is offered to our CCO partners.

#### Te Pae o Waho Annual Stats

	Annual total	Intake 1 Aug-Oct 2025	Intake 2 Oct-Dec 2025	Intake 3 Feb-Apr 2026	Intake 4 Apr-Jun/July 2026
Classes	340	80	90	90	80
Enrolments	206	51	45	72	38
Completed	91	39	21	31	35 in progress
Did not complete	60	10	19	31	35 in progress
Withdrawn	20	2	5	10	3

Intake 4 – last classes on **2<sup>nd</sup> July 2026**

#### **Te Pae Waiata:**

Te Pae Waiata gives staff of FNDC guidelines for improving waiata to tautoko speakers for the many ceremonies hosted by Council. This empowers Te Ao Māori in all aspects of work undertaken by the Far North District Council.

#### Participation Statistics

<u>Month</u>	<u>Participants</u>
July 2025	15
August	15
September	9
October	50
November	9
December	25
January 2026	15
February	25
March	27
April	50
May	10
June 2026	

Total Participants Engaged (July 2025-June 2026): 250

**Hapū Engagement Strategy:**

Te Hono have developed an internal strategy that guides our Hapu engagement for Council.

The purpose of this strategy is to guide consistent, high-quality engagement between Council and hapū and marae across the district, and to embed Te Ao Māori and Te Tiriti partnership practice into council's day to day work. It applies to all staff and contractors involved in planning, projects, policy, operations, and decision making that may affect Māori communities, whenua, wai, taonga, or marae. This strategy sits under the Long Term Plan, Te Pae o Uta (Te Ao Māori framework), and Council's Significance and Engagement Policy.

It is an internal strategy for staff and elected members.

Engagement Statistics

- **Kaikohe – Hokianga Ward**
- Hapū Engaged- 16
- Iwi Engaged- 2
- Marae Engagement Hui- 2 (Kokohuia Marae, Kohewhata Marae)
- **Te Hiku Ward**
- Hapū Engaged- 15
- Iwi Engaged- 5
- Marae Engagement Hui -2 (Waimanoni Marae, Roma Marae)
- **Bay of Islands - Whangaroa Ward**
- Hapū Engaged- 17
- Iwi Engaged- 3
- Marae Engagement Hui- 2 (Ōtiria Marae, Te Tii Waitangi Marae)

**Whenua Māori Programme Delivery:**

The purpose of this work programme is to provide a coordinated, specialist approach to managing whenua Māori-related matters across council, in response to evidence that a majority of Māori-related issues engaging council systems relate to Māori Freehold Land.

The programme guides how the Whenua Māori Specialist supports whānau, hapū, iwi, and council staff to navigate council processes, statutory requirements, rating matters, and development pathways relating to whenua Māori.

This programme applies to all council activities where whenua Māori, Māori Freehold Land, Treaty Settlement Land, or associated interests are affected, including customer services, rates, regulatory services, planning, infrastructure, policy development, and governance reporting.

This is an internal programme for affected staff.

Whenua Māori Statistics

Māori Land Correspondence via RFS	441
Māori Freehold Land Online Registrations	18
Onsite Customer Hui	108
Offsite customer Hui	44
Inhouse Training held	10

Engagement Hui	3
Applications (01 Balance of land unused remission and 02 Papakāinga remissions)	11

### **Wider Council Contribution and Support:**

Te Hono also contribute to wider work programmes across Council including support for Civic Engagement and supporting wider council teams to undertake their mahi.

#### Highlights:

- July- Signed Mana Whakahono a Rohe with Te Rūnanga ā Iwi o Ngāpuhi
- September – Signed Mana Ōrite Relationship agreement with Te Rūnanga o Whaingaroa
- Supporting Waitangi, Māngūngū and Kaitāia Treaty Signing Commemorations.
- Civic Education and Electoral support
- Elected Member Pōwhiri
- Quarterly New Starters Pōwhiri/Long Service/Love Your Work Awards and Te Pae o Waho Graduation Hui
- Citizenship Ceremonies
- Cadetship Welcomes and Graduation Ceremonies

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

That the Community board receive this report

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

There are no financial implications in this report

### **ĀPITIHINGA / ATTACHMENTS**

**Nil**

## 8.5 OPEN RESOLUTIONS - JULY 2026

**File Number:** A5825387

**Author:** Marysa Maheno, Democracy Advisor

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

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide the Kaikohe-Hokianga Community Board with an overview of outstanding open resolutions and actions for Kaikohe-Hokianga Community Board.

### 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.
- This report introduces the inclusion of 'action points' in this reporting going forward.
- Action points are a mechanism to capture actions that are not part of a formal decision/resolution but require follow up or confirmation from staff.

### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board receive the report Open Resolutions - July 2026.**

### TĀHUHU KŌRERO / BACKGROUND

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

Since some reports received by this Board are informational, they do not generate open resolution items. However, a need has been identified to record and track action points arising from information reports or meeting discussions.

There are currently no action point open items recorded. Moving forward, these will be captured and reported at Board meetings.

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

Managers will assist in recording and following up outstanding open resolutions or actions points with their staff.

Community Board Coordinators will assist where appropriate, and occasionally, may be in a position to provide a further verbal update at meetings, following the printing of an agenda. Democracy Services staff will support the process by generating reports.

### 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 - July - A5825348**  

<b>Division:</b> <b>Committee:</b> Kaikohe-Hokianga Community Board <b>Officer:</b>		<b>Date From:</b> <b>Date To:</b> <b>Printed: Monday, 15 June 2026 9:09:35 AM</b>	
<b>Action Sheets Report</b>			
Meeting	Officer/Director	Section	Subject
Kaikohe-Hokianga Community Board 21/02/2025	Sumpter, Hilary Johnson, Kevin	Reports	Ground lease requests over Kaikohe landfill
<p><b>RESOLUTION 2025/6</b></p> <p>Moved: Member Jessie McVeagh                  Seconded: Member Harmonie Gundry</p> <p><b>That the Kaikohe – Hokianga Community Board recommend that Council deny all new ground lease requests over Part 3 and 4 DP 22327 Blk XV Omapere SD, located at Recreation Road, Kaikohe and vested in Far North District Council as recreation reserve, known as the Kaikohe Landfill, due to health and safety risks.</b></p> <p><u>Abstained:</u> Deputy Chairperson Tanya Filia</p> <p style="text-align: right;"><b>CARRIED</b></p>			
<p><b>28 Mar 2025 10:09am Community Board Coordinator</b>                  Report has been escalated to 10 April Council meeting for a decision.</p> <p><b>28 Apr 2025 12:56pm Projects Lead</b>                  More information requested before passing resolution. A workshop will be held by staff with Councillors and CB members at a later date</p> <p><b>27 May 2025 2:44pm Community Board Coordinator</b>                  The Property Team are progressing internal reports and a handover due to staff changes. An update on next steps will then be provided.</p> <p><b>24 Jun 2025 11:56am Executive Assistant – Delivery and Operations</b>                  • Status: On hold, • Reason: Requires extensive ground engineering and monitoring to assess site capability, • Current lead: Leeara Maxwell</p> <p><b>21 Jul 2025 2:07pm Executive Assistant – 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., Recent Actions:, • Kaikohe's flowmeter was installed last week by McKay Electrical, which enables integration with the new telemetry system., • The next step is to calibrate and test the equipment so we can begin collecting reliable data., • 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. 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><b>19 Feb 2026 1:43pm Executive Assistant – Delivery and Operations</b>                  Kaikohe Closed Landfill – Resource Consent and Land Use Considerations, The resource consent for the Kaikohe closed landfill was granted on 4 November 2025. A Landfill Gas Management Plan (LGMP) has been prepared by NZ Environmental Management in accordance with the consent requirement to provide this within three months of commencement., The LGMP confirms that activities involving ground disturbance on the capped landfill areas present environmental and health and safety risks. These include potential damage to the landfill cap and the presence of landfill gases that require mitigation. As is typical for closed landfills, the land may also continue to settle over time, limiting suitability for structures or services requiring stable foundations., These constraints apply primarily to the capped landfill footprint. Adjacent areas, including overflow zones and non capped spaces, may remain suitable for low impact recreational activities that do not require ground penetration. Any future proposals would need to be assessed against the Reserve Management Plan, the Post Closure Management Plan, and the resource consent conditions., Recommendation (unchanged from Report 7.2):. "That Council deny all new ground lease requests over Part 3 and 4 DP 22327 Blk XV Ōmāpere SD, located at Recreation Road, Kaikohe and vested in Far North District Council as recreation reserve, known as the Kaikohe Landfill, due to health and safety risks.", In April 2025, Council requested further information regarding potential alternative uses, engagement with Ngā hapū o Kaikohe, and clarification of which areas of the site may be suitable for future recreational use. A follow up report responding to these queries is under development."</p> <p><b>11 May 2026 8:52am Executive Assistant – Delivery and Operations</b></p>			

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**Action Sheets Report**

The report regarding the closed Kaikohe Landfill was deferred and is now scheduled to be presented to Te Koukou Committee in August to make recommendation to Council. The report will include a recommendation that Council deny all new ground lease requests over the site. Staff have also met with external interested parties seeking a new ground lease and advised them of the upcoming report and proposed recommendation.

Meeting	Officer/Director	Section	Subject
Kaikohe-Hokianga Community Board 11/07/2025	Ivicheva, Kate Ackers, Roger	Reports	Application for easement over Mangakahia Road Reserve (Lot 14 DP 38215)
<b>RESOLUTION 2025/59</b>			
Moved: Chairperson Chicky Rudkin			
Seconded: Member Jessie McVeagh			
<b>That the Kaikohe-Hokianga Community Board makes the following recommendation to the Far North District Council as follows:</b>			
<b>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:</b>			
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.			
<b>CARRIED</b>			
<b>17 Jul 2025 3:15pm Executive Assistant – Planning &amp; Policy</b>			
Discussed and resolved during the meeting. The Board supported the recommendation to Council and requested an information report on options for converting this reserve for other uses. The Parks & Reserves Planner is compiling the report.			
<b>22 Jul 2025 10:48am Executive Assistant – Planning &amp; Policy</b>			
The easement application will be reported to Council on 28 August for decision to approve or not.			
<b>08 Aug 2025 11:06am Executive Assistant – Planning &amp; Policy</b>			
The easement application will be reported to Council on 28 August for decision to approve or not.			
<b>03 Sep 2025 10:44am Executive Assistant – Planning &amp; Policy</b>			
The Applicant (Kainga Ora) has been advised that Councillors did not accept the approvals on behalf of the Whakarongotapuwaē Burial Ground Trust and have been asked to provide written approval from the current trustees to progress this application.			
<b>17 Oct 2025 3:18pm Executive Assistant – Planning &amp; Policy</b>			
Council's Parks and Reserves Planner advised the applicant that approvals from hapū needed to be received in writing for the easement to be considered, and that Elected Members had queried whether the right person had been consulted in relation to owners of the Whakarongotapuwaē Burial Ground.			
<b>17 Nov 2025 1:30pm Executive Assistant – Planning &amp; Policy</b>			
No change to the previous update.			
<b>09 Dec 2025 7:44am Executive Assistant – Planning &amp; Policy</b>			

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**Action Sheets Report**

No change to the previous update.

**14 Jan 2026 11:58am Executive Assistant – Planning & Policy**

No change to the previous update.

**02 Mar 2026 11:36am Community Board Coordinator**

This matter is sitting with Kaianga Ora to respond to Council, no response has been forthcoming. Information was provided to the CB as requested in August 2025

**20 Apr 2026 10:28am Executive Assistant – Planning & Policy**

This matter is sitting with Kaianga Ora to respond to Council, no response has been received.

Meeting	Officer/Director	Section	Subject
Kaikohe-Hokianga Community Board 8/04/2026	England, Jeanette Proctor, Tanya	Reports	Kaikohe-Hokianga Town Beautification prioritisation 2025/26
<b>RESOLUTION 2026/27</b>			
Moved: Chairperson Jessie McVeagh			
Seconded: Member Kelly van Gaalen			
<b>That the Kaikohe-Hokianga Community Board</b>			
a) <b>confirms allocation of up to \$58,254 of the FY2025/26 Town Beautification capital budget to Horeke village for a coordinated programme of eligible town beautification works:</b>			
b) <b>notes that specific project components will be refined through Board and community input and internal feasibility, and maintenance checks consistent with capital budget eligibility requirements.</b>			
<b>CARRIED</b>			
<b>18 May 2026 12:30pm Community Board Coordinator</b>			
DF Asset Manager: Progressing with community for input. pending feedback from Horeke.			

Meeting	Officer/Director	Section	Subject
Kaikohe-Hokianga Community Board 6/05/2026	Cameron, Fay Billington, Charlie	Reports	Kaikohe-Hokianga Community Board Footpath Prioritisation 2025/26
<b>RESOLUTION 2026/32</b>			
Moved: Chairperson Jessie McVeagh			
Seconded: Member Kelly van Gaalen			
<b>That the Kaikohe-Hokianga Community Board:</b>			
a) <b>Approves the delivery of the following Community Board prioritised footpath projects identified at the April 2026 workshop:</b>			

<b>Division:</b>	Kaikohe-Hokianga Community Board	<b>Date From:</b>	
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<b>Officer:</b>		<b>Printed:</b>	Monday, 15 June 2026 9:09:35 AM
<b>Action Sheets Report</b>			
<p>i) Panguru Kura to Panguru Clinic (West Coast Road)</p> <p>ii) Koutu Point Road, Ōpononi (Te Kura Kaupapa Māori o Te Tonga o Hokianga to Koutu Loop Road)</p> <p>iii) Freese Park Road, Ōmāpere; and</p> <p>b) Approves the delivery of the Hōreke Clinic footpath extension as part of the 2025/26 programme; and</p> <p>c) Where programme funding is insufficient, approves the use of a one-off allocation of up to \$25,000 from the Kaikohe-Hokianga 2025/26 Town Beautification capital budget to fund the Hōreke Clinic footpath extension, as set out in Option 2 of this report.</p> <p style="text-align: right;"><b>CARRIED</b></p>			

**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**10 TE KAPINGA HUI / MEETING CLOSE**