

**MINUTES OF FAR NORTH DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE
ON WEDNESDAY, 26 NOVEMBER 2025 AT 10:04 AM**

- PRESENT:** Kahika - Mayor Moko Tepania, Kohepu – Deputy Mayor Chicky Rudkin, Cr Arohanui Allen, Cr Ann Court, Cr Hilda Halkyard-Harawira, Cr Kelly Stratford, Cr Davina Smolders, Cr Tāmati Rākena, Cr John Vujcich, Cr Felicity Foy (online)
- APOLOGIES:** Cr Rachel Baucke and Cr Felicity Foy
- IN ATTENDANCE:** Belinda Ward (Bay of Islands-Whangaroa Community Board Chair), Jessie McVeagh (Kaikohe-Hokianga Community Board Chair), Kawiti Waetford (Kaiwhakawhiti Kōrero)
- STAFF PRESENT:** Emma Healy (Acting Chief Executive) Charlie Billington (GM – Corporate Services), Nicola Smith (Acting GM – Community & Engagement), Tanya Proctor (Head of Infrastructure), Roger Ackers (GM – Policy & Planning), Ken Macdonald (Chief Financial Officer), Lawrence Wharerau (Acting Pouhautu – Te Hono), Ken Lewis (Manager – Communications and Engagement), Margriet Veenstra (Transportation Business Manager), Johnathan Fairclough (Manager - Property & Facilities), Trish Routley (Manager - Resource Consents), Gaynor Muller (Waste Minimisation & Sustainability Specialist) Jeanette England (District Facilities Design Officer), Andy Dowdle (Change Specialist), Stephen Fitzherbert (Community Board Coordinator), Aisha Huriwai (Manager – Democracy Services), Amber Wihongi-Alderton (Democracy Advisor)

1 KARAKIA TIMATANGA / OPENING PRAYER

Kahika - Mayor Moko Tepania commenced the meeting with a karakia at 10.04 am. This was followed by the swearing in of Councillor-Elect Tāmati Rākena.

7.1 MAKING AND ATTESTING OF DECLARATIONS

Agenda item 7.1 document number A5459757, pages 25 - 26 refers

Kahika - Mayor Moko Tepania witnessed the declaration for Councillor Tāmati Rākena.

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

APOLOGIES

RESOLUTION 2025/120

Moved: Kahika - Mayor Moko Tepania
Seconded: Cr Kelly Stratford

That the apology received from Cr Baucke, Cr Foy be accepted and leave of absence granted.

CARRIED

Apologies also noted from Bill Subritzky (Te Hiku Community Board Chair), Guy Holroyd (CE), Ruben Garcia (Acting GM Delivery and Operations), Jacine Warmington (GM Strategic Relationships)

3 NGĀ KŌRERO A TE KAHIKA / MAYORAL ANNOUNCEMENTS

- Maramataka Phase: Tamatea Hotu
- Acknowledging those recently passed: Monty Knight, Joe Everitt (Te Aupōuri)
- Acknowledgements of recent achievements:
 - Roddy Hapati-Pihema – Kiwibank Local Heroes recipient
 - Bald Angels Charitable Trust – weekend event supporting cancer treatment
 - Te Hiku Maiangi Festival
 - Kerikeri Half Marathon & Street Party
 - Hōkūle'a visit to Waitangi

4 NGĀ TONO KŌRERO / DEPUTATION

1. Nicole Wihongi and Ngati Kawa Taituha – Waitangi Celebrations
2. Dallas King – Te Mauri o Te Wai

Yvonne Mutu will join 11 December Council meeting in person regarding Māngungu Celebrations, after experiencing technical issues joining via Teams at this meeting.

Meeting adjourned at 10.52 am and resumed at 11.06 am.

5 HE PĀNUI WHAKAMŌTINI / NOTICE OF MOTION

5.1 NOTICE OF MOTION - STRENGTHENING TRANSPARENCY AND PROCESS FOR EXTERNAL APPOINTMENTS

Agenda item 5.1 document number A5462550, pages 6 - 8 refers.

MOTION

Moved: Cr Davina Smolders

Seconded: Cr Ann Court

That the Far North District Council amends its Standing Orders (adopted September 2023) by inserting a new clause 7.4A – External Appointments Process immediately following Standing Order 7.4, as follows:

7.4A External Appointments Process

When an external appointment is proposed to any Council committee or subcommittee, the following process must apply:

- a) A clear and transparent Expression of Interest or nomination process must be undertaken and publicly notified where practicable.*
- b) All candidates shall be assessed against pre-determined skills, experience, and expertise criteria relevant to the committee's function, and be subject to appropriate vetting or background checks consistent with Council's safeguarding and integrity policies.*
- c) A report outlining the assessment process and recommendation shall be presented to the full Council for ratification prior to the appointment.*
- d) Council shall maintain and publish a register of all external appointees, including each appointee's area of expertise and the rationale for their selection, which shall be made publicly available on the Council website.*

Against: Kahika-Mayor Moko Tepania, Kohepu-Deputy Mayor Chicky Rudkin, Arohanui Allen, Hilda Halkyard-Harawira, Kelly Stratford, Tāmati Rākena and John Vujcich

Abstained: Cr Ann Court

LOST

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A5449084, pages 9 – 24 refers.

RESOLUTION 2025/121

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Kelly Stratford

That Council confirm the minutes of the following meetings as a true and correct record:

- a) Inaugural Council Meeting held on 29 October 2025; and
- b) Extraordinary Council Meeting held on 31 October 2025.

Subject to minor amendments to the notation for 29 October 2025 – Item 5.7 2025 Far North District Council Governance Structure and External Appointments (Resolution 2025/140).

CARRIED

Amendments:

The Mayor has, established the following Committees:

- 1. Te Huia Committee for Chief Executive Performance – EXT / Deputy Mayor Chicky Rudkin
- 2. Te Koekoeā Committee for Council Controlled Organisations - Cr John Vujcich/EXT
- 3. Te Koukou Committee for Transport & Infrastructure - Cr Felicity Foy/EXT
- 4. Te Kuaka Committee for Māori Strategic Relationships - Cr Tāmati Rākena/TKOT
- 5. Te Kūkupa Committee for Strategy, Policy & Regulation - Cr Kelly Stratford / Cr Ann Court
- 6. Te Miromiro Committee for Assurance, Risk & Finance - EXT/Cr John Vujcich
- 7. Te Pīpīwharau Committee for External Appointments - Deputy Mayor Chicky Rudkin/ Mayor Moko Tepania.

7 NGĀ PŪRONGO / REPORTS

7.2 COMMUNITY BOARD MINUTES

Agenda item 7.2 document number A5453895, pages 27 - 40 refers.

RESOLUTION 2025/122

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr John Vujcich

That Council note the minutes from the following Community Board meetings:

- a) Te Hiku Community Board Meeting held on 31 October 2025;
- b) Bay of Islands-Whangaroa Community Board meeting held on 31 October 2025
- c) Kaikohe-Hokianga Community Board Meeting held on 31 October 2025;
- d) Bay of Islands-Whangaroa Community Board Extraordinary Meeting held on 7 November 2025.

CARRIED

7.3 COUNCIL OPEN RESOLUTIONS AND ACTIONS UPDATE - NOVEMBER 2025

Agenda item 7.3 document number A5452192, pages 41 - 69 refers.

RESOLUTION 2025/123

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Ann Court

That Council

- a) receive the report Council Open Resolutions and Actions Update November 2025.
- b) note that future reporting on open resolutions and actions will take place during monthly operational briefing meetings.

CARRIED

7.4 ADDITIONAL TEMPORARY ROAD CLOSURES - WAITANGI DAY

Agenda item 7.4 document number A5445625, pages 70 - 72 refers.

RESOLUTION 2025/124

Moved: Cr Kelly Stratford

Seconded: Cr John Vujcich

That pursuant to the Local Government Act 1974, section 342 and schedule 10 clause 11(e), Council approves the temporary closure of Davis Crescent, Paihia from 8pm on Thursday 5 February to 6pm on Friday 6 February 2026 to enable the safe operation of the following event:

- **Waitangi Day Celebration Week: Tuesday 3rd – Friday 6th February 2026.**

CARRIED

7.5 NEW LEASE TO HIHI BEACH HOLIDAY PARK OVER 63 & 53 HIHI BEACH ROAD, HIHI

Agenda item 7.5 document number A5264109, pages 73 - 79 refers.

MOTION:

Moved: Kahika – Mayor Moko Tepania

Seconded: Kohepu – Deputy Mayor Chicky Rudkin

That Council:

- a) approve a new lease to Hihi Beach Holiday Park over Local Purpose (Esplanade) Reserve being Lot 1 DP 53180, approximately 2145 square metres, held in title MX-3308970

The terms of the proposed lease shall be:

- Term: 30 (5 + 5 + 5 + 5 + 5 + 5) years
 - Annual Rental: CPI rent review annually, and every three years a Market rent review to be determined by a registered valuer.
- b) authorise the Chief Executive to negotiate the final terms and conditions of the lease and execute the lease on behalf of Council.
 - c) approve the initiation of public consultation on the granting of a new Licence to Occupy over Recreation Reserve being 10 DP 53180, approximately 2314 square metres, held in title

MX-3308964. While investigations on the land being classed as surplus are conducted. The terms of the proposed lease shall be:

- Term: 6 (2 + 2 + 2) years
- Annual Rental: CPI rent review annually, and every three years a Market rent review to be determined by a registered valuer.

- d) authorise the Chief Executive to negotiate the final terms and conditions of the lease and execute the lease on behalf of Council.

AMENDMENT:

Moved: Cr Davina Smolders

Seconded: Cr Ann Court

Add the following clauses to the resolution:

- e) That before the execution of any lease or Licence to Occupy, an indicative market rental valuation and projected annual revenue return be reported back to Council for approval.
- f) That no settlement authority be delegated to staff for execution without a further Council resolution confirming the commercial terms.
- g) That public access rights to the esplanade reserve must be maintained and not restricted by commercial operations.

PROCEDURAL MOTION:

RESOLUTION 2025/125

Moved: Cr Ann Court

Seconded: Kahika - Mayor Moko Tepania

That Council leave this item to lie until further information is made available to Council to support a decision.

CARRIED

7.6 NEW GROUND LEASE TO WAIPAPAKAURI SPORTS COMPLEX INCORPORATED OVER 24 WAIPAPAKAURI DOMAIN ROAD

Agenda item 7.6 document number A5181316, pages 80 - 86 refers

MOTION:

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Ann Court

That Council:

- a) Initiate public consultation on the granting of a new ground lease to Waipapakauri Sports Complex Incorporated over 24 Waipapakauri Domain Road, Recreation Reserve being Section 34 Block X Rangaunu SD, approximately 82,988 square metres, held in New Zealand Gazette 1952 page 1995.
- b) Approve the proposed lease on the following terms:
 - Term: 4 years (2 + 2), as permitted under the Reserves Act 1977.
 - Right of Renewal: A further 4 years (2 + 2), at Council's discretion and informed by hapū consultation.
 - Land Discharge Obligation: To be included under the Reserves Act 1977 to support

Treaty claim considerations as they evolve.

- Rental: \$124.00 plus GST for the 2024/25 financial year, adjusted annually in accordance with the FNDC Fees and Charges Schedule.

- c) Appoint Te Hiku Community Board to hear any submissions received in response to the consultation process and to make recommendations to Council.

PROCEDURAL MOTION:

RESOLUTION 2025/126

Moved: Cr Hilda Halkyard-Harawira

Seconded: Cr Kelly Stratford

That Council leave this item to lie until Ngāi Takoto have met for discussion and provided feedback (*anticipated to take place in late December 2025*).

CARRIED

Meeting adjourned at 12.33am and resumed at 1.05 pm.

Councillor Foy joined the meeting online from 1:10 pm.

7.7 ELECTED MEMBER REPRESENTATIVES ON THE TE PUĀWAITANGA GOVERNANCE GROUP APPOINTMENTS PANEL

Agenda item 7.7 document number A5426639, pages 87 - 91 refers.

TRESOLUTION 2025/127

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Tāmati Rākena

That Council:

- a) **Recommend the Bay of Islands-Whangaroa Community Board appoint a Representative on the Te Puāwaitanga appointments panel; and**
- b) **Appoint Councillor Kelly Stratford as the Far North District Council Representative on the Te Puāwaitanga appointments panel.**

Abstained: Cr Stratford

CARRIED

7.8 NORTHLAND WATER - ADOPTION OF ELECTED MEMBERS STEERING GROUP TERMS OF REFERENCE

Agenda item 7.8 document number A5442769, pages 92 - 98 refers.

RESOLUTION 2025/128

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Ann Court

That Council:

- a) **Adopt the Terms of Reference for the Elected Member Steering Group;**
- b) **Delegate, on behalf of the Far North District Council, responsibility to the Elected Member Steering Group for reviewing short-listed applications and recommending members for appointment to the Establishment Advisory Group (EAG) to the Chief Executive of Whangarei District Council, as lead Council, to arrange the suitable**

contractual arrangements for their appointment and reimbursement.

- c) **Notes that under the Terms of Reference and Commitment Agreement, the recommendation of an appointment of a member to the EAG is a decision which may materially affect the scope, budget or governance structure of the joint operating model, and will require a supermajority, being at least 75% of the Elected Member Steering Group.**

CARRIED

7.9 KAITĀIA RECOVERY & RECYCLING CENTRE ACCESS BRIDGE UPGRADE

Agenda item 7.9 document number A5236932, pages 99 - 102 refers.

MOTION:

Moved: Cr Kelly Stratford

Seconded: Cr Hilda Halkyard-Harawira

That Council:

- a) Approve a new capital budget of \$215,000 for the upgrade of the access bridge to the Kaitāia Recovery & Recycling Centre; and
- b) Approve this new budget be funded from loan funding.

AMENDMENT:

Moved: Cr Davina Smolders

Seconded: Cr Ann Court

Addition of:

- c) That staff provide a post-project review report identifying causes of the budget shortfall, asset register omissions, and recommended controls to prevent recurrence, to be reported back to Te Koukou Committee for Transport and Infrastructure within 90 days of project completion.

Abstained: Cr Felicity Foy

CARRIED

THE AMENDMENT BECAME THE SUBSTANTIVE MOTION

RESOLUTION 2025/129

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Kelly Stratford

That Council:

- a) **Approve a new capital budget of \$215,000 for the upgrade of the access bridge to the Kaitāia Recovery & Recycling Centre; and**
- b) **Approve this new budget be funded from loan funding.**
- c) **That staff provide a post-project review report identifying causes of the budget shortfall, asset register omissions, and recommended controls to prevent recurrence, to be reported back to Te Koukou Committee for Transport and Infrastructure within 90 days of project completion.**

Abstained: Cr Felicity Foy

CARRIED

Conflict Disclosed: Cr Foy abstained from voting or participating in discussion due to owning a property nearby.

8 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2025/130

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Kelly Stratford

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

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

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

	<p>information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	section 7
<p>b) That the following staff and other persons be permitted to remain to provide advice on the item under consideration:</p> <ul style="list-style-type: none"> • Chief Executive • Group Managers • Democracy Services Manager • Meeting minute taker • Relevant staff required for discussion • Relevant Specialists required for discussion <p>c) That Community Board Chairs be permitted to remain at this meeting, after the public has been excluded, because as local leaders elected by their communities they may have local experience that may help inform the council discussions, which will be of assistance in relation to the matter to be discussed.</p>		

CONFIRMATION OF INFORMATION AND DECISIONS TO BE RELEASED IN PUBLIC

Council resolved that the information and decisions contained in the part of the meeting held with public excluded remain in public excluded and that the Annual Report will be released into public when finalised.

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

The closing karakia was delivered by Kahika-Mayor Moko Tepania.

10 MEETING CLOSE

The meeting closed at 2.50 pm

The minutes of this meeting will be confirmed at the Ordinary Council Meeting held on 11 December 2025.

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CHAIRPERSON