



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

# **AGENDA**

## **Ordinary Te Kūkupa Committee for Strategy, Policy and Regulation Meeting**


**Wednesday, 18 March 2026**

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

**Membership:**

Cr Kelly Stratford - Chairperson  
Cr Ann Court – Deputy Chairperson  
Cr Rachel Baucke  
Cr Felicity Foy  
Cr Hilda Halkyard-Harawira  
Cr Davina Smolders  
(Ex-officio Member) Kahika - Mayor Moko Tepania



 <b>Te Kaunihera o Te Hiku o te Ika</b> Far North District Council	<b>Authorising Body</b>	Mayor/Council
	<b>Status</b>	Standing Committee
<b>COUNCIL COMMITTEE</b>	<b>Title</b>	Te Kūkupa Committee for Strategy, Policy and Regulation
	<b>Terms of Reference Adoption</b>	11 December 2025
	<b>Responsible Officer</b>	General Manager Planning and Policy

### **Kaupapa / Purpose**

Te Kūkupa – Strategy, Policy and Regulation Committee is established to provide governance oversight, leadership, and direction on the development, review, and monitoring of the Far North District Council’s strategies, policies, bylaws, and regulatory frameworks. The Committee ensures that Council’s strategic objectives are advanced through robust policy development and effective regulatory practice.

### **Ngā Huānga / Membership**

The Council will determine the membership of the Committee.

Te Kūkupa Committee for Strategy, Policy and Regulation will comprise of at least six elected members (one of which will be the chairperson).

Kahika / Mayor Moko Tepania is an ex-officio member of all Committees.

### **Membership is as follows:**

- Cr Kelly Stratford - Chairperson
- Cr Ann Court - Deputy Chairperson
- Cr Felicity Foy
- Cr Davina Smolders
- Cr Hilda Halkyard Harawira
- Cr Rachel Baucke

### **Kōrama / Quorum**

The quorum at a meeting of Te Kūkupa Committee for Strategy, Policy and Regulation is 4 members.

### **Ngā Hui / Frequency of Meetings**

The Committee shall meet 4 weekly.

### **Ngā Apatono / Power to Delegate**

The responsibilities, duties and powers of the Committee are subject to the prohibition on delegation of powers under Clause 32(1), Schedule 7, Local Government Act 2002, and any other restrictions on delegation under any other relevant legislation.

Te Kūkupa Committee for Strategy Policy and Regulation may not delegate any of its responsibilities, duties or powers however it may establish working groups to consider issues within the committee’s areas of responsibilities noting that working groups have no decision-making powers.

## **Ngā Herenga Paetae / Responsibilities**

The Committee's responsibilities include, but are not limited to:

- Leading the development, review, and recommendation of Council strategies, policies, and bylaws.
- Overseeing the preparation and review of the Long Term Plan, Annual Plan, and associated consultation processes.
- Monitoring the implementation and effectiveness of adopted strategies and policies.
- Provide Governance level insight on Council's approach to regulatory matters - having regard to the separation of regulatory and non-regulatory decision-making functions as between the Chief Executive and Governance (section 42(3)(a) LGA02).
- Have input into submissions on central government policy, legislation, and regulatory proposals relevant to Council's functions.
- Considering and recommending to Council on matters relating to:
  - District Plan and Resource Management Act functions,
  - Environmental policy and planning,
  - Economic development strategies,
  - Social and community wellbeing policies,
  - Climate change adaptation and mitigation policy,
  - Regulatory fees and charges,
  - Other strategic or regulatory matters as delegated by Council.

The Committee has delegated authority to:

- Approve for consultation draft strategies, policies, and bylaws.
- Hear and consider submissions, including oral submissions on strategies, policies, and bylaws, and recommend adoption to Council.
- Have Governance level oversight of regulatory and policy matters as specifically delegated by Council - subject to Clause 32(1), Schedule 7, Local Government Act 2002 and section 43(3)(a) of the LGA02.
- Request reports and briefings from staff on matters within its scope.

The Committee does NOT have the authority to:

- Adopt final strategies, policies, or bylaws (unless specifically delegated by Council).
- Make decisions that are the responsibility of the full Council or another committee.

## **Ngā Ture / Rules and Procedures**

Council's Standing Orders and Elected Member Code of Conduct apply to all meetings.

## **Reporting and Review of Committee Terms of Reference**

In December of each year, the Responsible Officer alongside Democracy Services will submit a report to Council. The report will summarise the activities of the Committee and how it has contributed to the Council's governance and strategic objectives. This will look at whether the Council are meeting the full requirements of the Committee Terms of Reference and whether any amendments are required to the Committees terms of reference to increase efficient and effective decision making.

The terms of reference of the Committee will be reviewed as part of this report but can be amended by Council at any point throughout the term.

**Far North District Council**  
**Ordinary Te Kūkupa Committee for Strategy, Policy and Regulation**  
**Meeting**

**will be held in the Council Chamber, Memorial Ave, Kaikohe on:**  
**Wednesday 18 March 2026 at 10:00 am**

**Te Paeroa Mahi / Order of Business**

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<b>2</b>	<b>Ngā Whakapāha Me Ngā Pānga Mema / Apologies and Declarations of Interest .....</b>	<b>7</b>
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<b>5</b>	<b>Ngā Pūrongo / Reports.....</b>	<b>14</b>
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<b>7</b>	<b>Karakia Whakamutunga / Closing Prayer .....</b>	<b>40</b>
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**1 KARAKIA TĪMATANGA / OPENING PRAYER****2 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND DECLARATIONS OF INTEREST**

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Committee 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.

**3 NGĀ TONO KŌRERO / DEPUTATION**

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

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

### **4.1 CONFIRMATION OF PREVIOUS MINUTES**

**File Number:** A5602822

**Author:** Imrie Dunn, Democracy Advisor

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

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

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

#### **TŪTOHUNGA / RECOMMENDATION**

**That Te Kūkupa Committee for Strategy, Policy and Regulation confirm the minutes of the meeting held 18 February 2026 are true and correct.**

#### **1) TĀHUHU KŌRERO / BACKGROUND**

Local Government Act 2002 Schedule 7 Section 28 states that a local authority must keep minutes of its proceedings. The minutes of these proceedings duly entered and authenticated as prescribed by a local authority are prima facie evidence of those meetings.

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

The minutes of the meetings are attached.

Far North District Council Standing Orders Section 27.3 states that no discussion shall arise on the substance of the minutes in any succeeding meeting, except as to their correctness.

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

The reason for the recommendation is to confirm the minutes are a true and correct record of the previous meetings.

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

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

#### **ATTACHMENTS**

- 1. 2026-02-18 - Te Kūkupa Committee for Strategy, Policy and Regulation Minutes - A5583767**  

**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.	There are no implications for 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 minutes to be confirmed as true and correct record, any interests that affect other people should be considered as part of the individual reports.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision arising from this report.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

**UNCONFIRMED**

Ordinary Te Kūkupa Committee for Strategy, Policy and Regulation Meeting 18 February 2026  
Minutes

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
ORDINARY TE KŪKUPA COMMITTEE FOR STRATEGY, POLICY AND REGULATION  
MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE  
ON WEDNESDAY, 18 FEBRUARY 2026 AT 10:00 AM**

**PRESENT:** Chairperson Kelly Stratford, Cr Felicity Foy, Cr Davina Smolders, Cr Rachel Baucke, Cr Hilda Halkyard Harawira.

**IN ATTENDANCE:** Kaikohe-Hokianga Community Board Chairperson Jessie McVeagh, Cr Arohanui Allen, Cr Tāmati Rākena

**STAFF PRESENT:** Roger Ackers (Group Manager – Strategy and Policy) , Jaye Michalick (Team Leader - Growth Planning & Placemaking) , Hillary Sumpter (Group Manager - Delivery and Operations), Rachel Smith (Executive Officer – Mayors Office), Azman Rueben (Senior Strategic Planner), Briar Macken (Manager – Strategy and Policy), Steve Rylands (Senior Policy Advisor), Aya Morris (Net Zero & Sustainability Programme Lead), Esther Powell (Manager – Climate Action and Resilience), Sharlene Peri (Climate Coordination and Engagement Lead), Tammy Wooster (Manager - Integrated Planning)

**1 KARAKIA TIMATANGA / OPENING PRAYER**

At 10:02 am, Chairperson Kelly Stratford commenced the meeting with a karakia.

**MOTION**

**RESOLUTION 2026/1**

Moved: Chairperson Kelly Stratford  
Seconded: Cr Felicity Foy

**That the Kaikohe- Hokianga Community Board Chair Jessie McVeagh be given speaking rights during 18 February 2026 Te Kūkupa Committee for Strategy Policy and Regulation meeting.**

**CARRIED**

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

**APOLOGY**

**RESOLUTION 2026/2**

Moved: Chairperson Kelly Stratford  
Seconded: Cr Felicity Foy

**That the apology received from Kahika Moko Tepania, Deputy Chair Ann Court, and Cr Hilda Halkyard- Harawira be accepted and leave of absence granted.**

**CARRIED**

**UNCONFIRMED**

Ordinary Te Kūkupa Committee for Strategy, Policy and Regulation Meeting 18 February 2026  
Minutes

**3 NGĀ TONO KŌRERO / DEPUTATION**

Nil

**4 NGĀ PŪRONGO / REPORTS**

**4.1 GREENHOUSE GAS EMISSIONS REDUCTION OPTIONS**

Agenda item 4.1 document number A5530352, pages 8 - 18 refers.

**MOTION**

Moved: Chairperson Kelly Stratford

Seconded: Cr Felicity Foy

That Te Kūkupa Committee for Strategy, Policy and Regulation:

- a) Endorse Option 1, the adoption of science-aligned emissions reduction targets to support progress toward the net zero target for FNDC, and
- b) Recommend the inclusion of resources and funding for emissions reduction actions within the Long Term Plan for public consultation.

In Favour: Crs Kelly Stratford and Hilda Halkyard-Harawira

Against: Crs Felicity Foy, Davina Smolders and Rachel Baucke

LOST 2/3

At 10:29 am, meeting was adjourned and resumed at 10:41 am.

At 10:41 am, Cr Hilda Halkyard-Harawira joined the meeting

**4.1 GREENHOUSE GAS EMISSIONS REDUCTION OPTIONS**

Agenda item 4.1 document number A5530352, pages 8 - 18 refers.

**RESOLUTION 2026/3**

Moved: Cr Felicity Foy

Seconded: Cr Davina Smolders

That Te Kūkupa Committee for Strategy, Policy and Regulation recommend to Council:

- a) **Option 3 - emissions reduction is discontinued & investigate redirecting funding towards adaptation.**
- b) **a rates reduction policy for areas of indigenous biodiversity that are carbon sinks- such as indigenous bush and wetlands be created for inclusion in the long term plan; and**
- c) **that FNDC investigate the investment in solar infrastructure for our offices and other buildings to enable sustainable power generation and also overall cost savings, as part of this Long Term Plan.**

Against: Chairperson Kelly Stratford and Cr Hilda Halkyard-Harawira

**CARRIED**

**UNCONFIRMED**

Ordinary Te Kūkupa Committee for Strategy, Policy and Regulation Meeting 18 February 2026  
Minutes

**4.2 SIMPLIFYING LOCAL GOVERNMENT - DRAFT FNDC SUBMISSION**

Agenda item 4.2 document number A5559611, pages 19 - 41 refers.

**RESOLUTION 2026/4**

Moved: Chairperson Kelly Stratford  
Seconded: Cr Hilda Halkyard-Harawira

**Te Kūkupa Committee for Strategy, Policy and Regulation recommend that the Chief Executive approve the submission on the Government discussion document "Simplifying Local Government – a draft proposal " at Attachment 1.**

Against: Crs Davina Smolders and Rachel Baucke

**CARRIED**

Meeting adjourned at 11:22 am. Resumed 11:33 am.  
At 11:52 am, Cr Hilda Halkyard-Harawira left the meeting.

**4.3 WAIPAPA STRUCTURE PLAN**

Agenda item 4.3 document number A5581975, pages 42 - 53 refers.

**RESOLUTION 2026/5**

Moved: Cr Kelly Stratford  
Seconded: Cr Rachel Baucke

**That Te Kūkupa Committee for Strategy, Policy and Regulation approve:**

- a) **Exclusion of the following from the Waipapa Structure Plan project scope:**
- i) **Preparation of a catchment management plan for Waipapa.**
  - ii) **Masterplanning for Te Puāwaitanga**
- b) **That establishment of an Elected Member Working Group is not required for this project, instead key project milestones discussed in this report are reported to Te Kūkupa.**

Against: Cr Rachel Baucke  
Abstained: Cr Davina Smolders

**CARRIED**

**5 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**

**5.1 DISTRICT WIDE SPATIAL STRATEGY PROJECT UPDATE**

Agenda item 5.1 document number A5543020, pages 54 - 66 refers.

**RESOLUTION 2026/6**

Moved: Cr Kelly Stratford  
Seconded: Cr Davina Smolders

**That Te Kūkupa Committee for Strategy, Policy and Regulation receive the report District Wide Spatial Strategy Project Update.**

**CARRIED**

**UNCONFIRMED**

Ordinary Te Kūkupa Committee for Strategy, Policy and Regulation Meeting 18 February 2026  
Minutes

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*Secretarial Note: The Head of Infrastructure clarified that oversight of significant infrastructure projects is within scope of Te Koukou Committee for Transport and Infrastructure and that reports on projects and their allocated budgets will be provided to that Committee rather than at this forum.*

At 12:08 pm Chairperson Kelly Stratford closed the meeting with a karakia.

**6 MEETING CLOSE**

**The meeting closed at 12:08 pm .**

**The minutes of this meeting will be confirmed at the Ordinary Te Kūkupa Committee for Strategy, Policy and Regulation Meeting held on 18 March 2026.**

.....  
**CHAIRPERSON**

## 5 NGĀ PŪRONGO / REPORTS

### 5.1 TE KŪKUPA WORK PROGRAMME 2026

**File Number:** A5608621

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

**Authoriser:** Guy Holroyd, Chief Executive Officer

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to seek Committee approval of the proposed Te Kūkupa Work Programme for 2026, as attached

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- This report presents the proposed Te Kūkupa Work Programme for 2026 for Committee approval.
- The Work Programme has been developed to give effect to the Committee's full Terms of Reference, including responsibility for:
  - strategy and policy development and adoption
  - monitoring the implementation and effectiveness of adopted strategies and policies
  - governance-level oversight of regulatory matters
  - review of bylaws and regulatory frameworks
  - oversight of regulatory system performance, compliance, and risk
- The Work Programme reflects feedback from the Chair and Deputy Chair combining forward-looking decision making with structured governance assurance.
- Key features of the proposed Work Programme include:
  - scheduled governance reporting on strategy and policy implementation
  - six-monthly and annual reporting on regulatory performance and bylaw review programmes
  - clear distinction between governance assurance reporting and operational awareness provided through Monthly Operational Briefings
  - a disciplined, dashboard-led reporting approach to support assurance and early warning without unnecessary reporting burden

#### TŪTOHUNGA / RECOMMENDATION

**That Te Kūkupa Committee for Strategy, Policy and Regulation:**

- a) Approves the Te Kūkupa Work Programme for 2026, as attached; and**
- b) Notes that the Work Programme has been designed to reflect the Committee's full governance responsibilities under its Terms of Reference, with operational updates provided through Monthly Operational Briefings.**

#### 1) TĀHUHU KŌRERO / BACKGROUND

Te Kūkupa Committee for Strategy, Policy and Regulation is established to provide governance leadership, oversight, and direction across Council's strategy, policy, and regulatory functions.

The Committee's Terms of Reference extend beyond policy development and adoption to include ongoing governance responsibilities for monitoring implementation, regulatory system performance, compliance, and effectiveness.

An annual Work Programme supports the Committee by:

- providing transparency about upcoming governance decisions and assurance activities
- aligning reporting with the Committee's delegated responsibilities
- supporting effective agenda management and Committee time discipline

The proposed 2026 Work Programme has been refined following from the Chair and Deputy Chair of the Committee to ensure it appropriately balances governance assurance with proportionality.

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

In considering the Te Kūkupa Work Programme for 2026, the Committee has the following options;

### **Option One: Approve the Te Kūkupa Work Programme (recommended option)**

The Committee approves the attached Te Kūkupa Work Programme for 2026 as presented.

#### *Advantages*

- Confirms a clear, agreed forward programme aligned to the Committee's Terms of Reference, including strategy, policy, and regulatory oversight.
- Provides certainty for elected members and staff about scheduled governance decisions and assurance reporting.
- Enables the Committee to discharge its responsibilities for implementation monitoring, regulatory performance oversight, and bylaw review in a structured way.
- Supports disciplined agenda planning and early signalling of governance issues throughout the year.

#### *Disadvantages*

- Limits the opportunity to further refine scope, frequency, or reporting format at this meeting.
- Any subsequent refinements would need to be managed through adjustments to the Work Programme via future resolutions of the Committee.

### **Option Two: Approve the Te Kūkupa Work Programme with amendments**

The Committee approves the Te Kūkupa Work Programme subject to agreed amendments (for example, changes to reporting frequency, scope, or format).

#### *Advantages*

- Allows the Committee to adopt the Work Programme while refining specific elements to better reflect governance preferences.
- Enables adjustments to ensure reporting remains proportionate, assurance-focused, and aligned with Committee expectations.
- Maintains momentum and certainty while responding to feedback from the Chair and Deputy Chair.

#### *Disadvantages*

- May require additional officer time to incorporate amendments and confirm the final version.

- Risk of ambiguity if amendments are not clearly specified at the meeting.

### **Option Three: Defer adoption of the Work Programme to a later Committee meeting**

The Committee defers consideration of the Work Programme to a future meeting to allow further discussion or refinement.

#### *Advantages*

- Provides additional time for detailed discussion on governance scope and reporting expectations.
- Allows further alignment between elected members before committing to a full-year programme.

#### *Disadvantages*

- Delays formal adoption, reducing clarity and certainty for both the Committee and staff.
- Risks creating gaps in planned governance assurance and forward planning during the early part of 2026.
- May result in ad-hoc agenda setting rather than a structured programme aligned to the Terms of Reference.

### **Option Four: Do not approve the Te Kūkupa Work Programme**

The Committee decides not to approve the Te Kūkupa Work Programme for 2026.

#### *Advantages*

- Signals that the Committee is not satisfied that the proposed Work Programme appropriately reflects its governance role or priorities.

#### *Disadvantages*

- Leaves the Committee without an agreed forward programme, reducing transparency and governance discipline.
- Increases the risk of reactive or fragmented agenda planning.
- Makes it more difficult for the Committee to systematically meet its Terms of Reference obligations, particularly for implementation monitoring and regulatory oversight.

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

Option One is recommended option as it enable the Committee to adopt a structured Work Programme aligned to its Terms of Reference while maintaining the ability to refine governance reporting expectations as required via future resolutions of committee.

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

There are no direct financial implications arising from approval of the Te Kūkupa Work Programme.

Any financial implications associated with individual agenda items will be addressed through those specific reports as they are brought to the Committee.

## ĀPITIHINGA / ATTACHMENTS

1. Te Kūkupa Work Programme 2026 - A5619272 [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
<p>State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a></p>	<p>Assessment: Low significance</p> <p>Staff assessment: approval of the Te Kūkupa Work Programme establishes the Committee's forward governance agenda and reporting framework for 2026. It does not in itself commit Council to specific policy decisions, budget changes, or service level adjustments. Individual agenda items arising from the Work Programme will be subject to their own significance assessment at the time they are considered.</p>
<p>State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.</p>	<p>Staff assessment:</p> <p>The decision relates to the following:</p> <ul style="list-style-type: none"> <li>• Local Government Act 2002 – particularly sections relating to governance, decision-making, and committee delegation</li> <li>• Te Kūkupa Committee Terms of Reference – Strategy, Policy and Regulation</li> <li>• Long Term Plan (LTP) and Annual Plan – governance oversight of delivery, implementation, and regulatory performance</li> <li>• Council's Significance and Engagement Policy – applied at the level of individual decisions arising from the Work Programme</li> </ul> <p>The Work Programme supports Council's community outcomes by enabling structured governance oversight of strategy implementation, regulatory effectiveness, and statutory compliance.</p>
<p>State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.</p>	<p>Staff assessment:</p> <p>The Te Kūkupa Work Programme has district-wide relevance, as the Committee's Terms of Reference cover Council-wide strategy, policy, and regulatory</p>

	<p>matters. Community Board views are considered where required through specific agenda items and decision-making processes arising from the Work Programme.</p>
<p>State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.</p> <p>State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.</p>	<p>Staff assessment:</p> <p>Approval of the Work Programme does not of itself have direct implications for land or water, nor does it make substantive policy decisions. However, the Work Programme explicitly includes governance oversight of strategies, policies, and regulatory frameworks that engage with Māori interests and Te Tiriti o Waitangi obligations.</p> <p>Māori participation and partnership considerations will be addressed in detail through individual agenda items as they arise, in accordance with Council's Te Tiriti commitments and statutory obligations.</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>Staff assessment:</p> <p>Approval of the Work Programme primarily affects internal governance planning and reporting. External stakeholders, including the wider community, iwi, hapū, and sector groups, will be engaged through individual policy, strategy, and regulatory processes scheduled within the Work Programme, where appropriate.</p>
<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>Staff assessment:</p> <p>There are no direct financial implications arising from approval of the Te Kūkupa Work Programme. Financial implications associated with individual strategies, policies, or regulatory decisions will be considered and reported through those specific agenda items.</p>
<p>Chief Financial Officer review.</p>	<p>The CFO has reviewed this report..</p>



HE ARA TĀMATA  
CREATING GREAT PLACES  
*Supporting our people*

## Work Programme 2026

### Te Kūkupa Committee for Strategy, Policy and Regulation

March 2026

#### Purpose and scope

This Work Programme sets out the forward programme of work for the Te Kūkupa Committee for Strategy, Policy and Regulation for 2026.

The Work Programme reflects feedback from the Chair and Deputy Chair of the Committee and is intended to give practical effect to the Committee's full governance responsibilities under its Terms of Reference.

The programme provides a balanced approach to governance oversight, covering forward policy development and approvals, together with structured monitoring of strategy implementation, regulatory system performance, and effectiveness.

#### Operating Principles

- The Work Programme reflects the full breadth of the Committee's Terms of Reference, including policy development, implementation monitoring, and regulatory oversight.
- Formal Committee meetings focus on governance assurance, decision-making, endorsement, adoption, and risk and compliance oversight.
- Structured and scheduled governance reporting is included to enable the Committee to monitor effectiveness, compliance, and delivery outcomes.
- Monthly Operational Briefings (MOBs) provide operational awareness but do not replace formal governance assurance reporting.

### Integrated Work Programme 2026 - Committee Meetings and Monthly Operational Briefings (MOBs)

Date	Forum	Key Programme / Topic	Purpose	Details to be reported on	Te Kūkupa Role / Outcome
18 March 2026	Committee	Work Programme	Adoption of the Work Programme (this document)	Adoption of Te Kūkupa work programme 2026	Approval
19 March 2026	MOB – Full Council	Planning and Policy Group – Monthly Operational Briefing	Operational awareness and progress updates	Narrative update on progress on planned works, highlights, what is planned next.  Status of Submissions  Confirm metrics	Note and participate as part of full Council
15 April 2026	Committee	District Plan update	Governance direction on next statutory stage	Status of District Plan, next phases, key dates and upcoming decisions	Governance assurance
15 April 2026	Committee – Workshop	LGNZ Remit topics and planning	To workshop what FNDC wants to submit on and plan any submissions or support of submissions	<ul style="list-style-type: none"> <li>Remits identified and scheduled approval by Council in alignment Zone meetings.</li> </ul>	Oversight and Approval
16 April 2026	MOB – Full Council	Planning and Policy Group – Monthly Operational Briefing	Operational awareness and progress updates	Narrative update on progress on planned works, highlights, what is planned next.  Status of Submissions  Confirm metrics	Note and participate as part of full Council

Date	Forum	Key Programme / Topic	Purpose	Details to be reported on	Te Kūkupa Role / Outcome
13 May 2026	Committee	Strategies and policies – Adoption and Implementation - Six monthly update	Monitoring and reporting on the implementation of adopted strategies and policies	<ul style="list-style-type: none"> <li>• Implementation progress of adopted strategies and policies</li> <li>• Performance against intended outcomes</li> <li>• Risks and issues</li> <li>• Delivery constraints and issues</li> </ul> <p><i>Dashboard style report, narrative on what is off track and recommended corrective actions</i></p>	Governance assurance
10 June 2026	Committee	Bylaw Review Programme – Annual Status Report	Annual governance oversight of bylaw review programme	<ul style="list-style-type: none"> <li>• Statutory review schedule and timeframes</li> <li>• Expiry risks and legislative triggers</li> <li>• Compliance and enforcement trends by bylaw</li> <li>• Revenue versus cost (where applicable)</li> <li>• Recommended review priorities</li> </ul>	Confirm priorities and sequencing

Date	Forum	Key Programme / Topic	Purpose	Details to be reported on	Te Kūkupa Role / Outcome
08 July 2026	Committee	Regulatory Performance Dashboard	Six monthly governance oversight of regulatory system performance	<ul style="list-style-type: none"> <li>• Building Consent Authority performance and accreditation</li> <li>• Resource consent statutory compliance and trends</li> <li>• Compliance and enforcement activity</li> <li>• Environmental monitoring trends</li> <li>• Backlogs</li> <li>• Contractor performance (where applicable)</li> <li>• Emerging risks and issues</li> </ul> <p><i>Dashboard style report – 3 to 5 pages</i></p>	Governance assurance and risk oversight
08 July 2026	Committee	District Plan status report	Status report on District Plan post Council decision to adopt	<ul style="list-style-type: none"> <li>• Summary of Decisions</li> <li>• What is implemented</li> <li>• Next Steps</li> </ul>	Note performance and provide governance direction
12 August 2026	Committee	Climate Adaptation Programme – Strategy Implementation Report	Six-monthly governance assurance on implementation	<ul style="list-style-type: none"> <li>• Progress against agreed milestones and action plan</li> <li>• Budget tracking against allocated funding</li> <li>• Key performance indicators and outcome measures</li> <li>• Risks, constraints and interdependencies</li> <li>• Areas of slippage or reprioritisation</li> <li>• Forward look to next period</li> </ul>	Note performance and provide governance direction

Date	Forum	Key Programme / Topic	Purpose	Details to be reported on	Te Kūkupa Role / Outcome
09 September 2028	Committee	Spatial Planning, Reserves and Placemaking – development and implementation	Six-monthly governance assurance of spatial plan development and implementation	<ul style="list-style-type: none"> <li>• Progress against agreed milestones and action plan</li> <li>• Budget tracking against allocated funding</li> <li>• Key performance indicators and outcome measures</li> <li>• Risks, constraints and interdependencies</li> <li>• Areas of slippage or reprioritisation</li> <li>• Forward look to next period</li> </ul>	Note performance and provide governance direction
07 October 2026	Committee	Governance review of selected regulatory policies and bylaws	Review effectiveness of regulatory frameworks	<ul style="list-style-type: none"> <li>• Effectiveness of current regulatory settings</li> <li>• Compliance and enforcement trends</li> <li>• Revenue versus cost (where applicable)</li> <li>• Identified gaps or issues</li> <li>• Potential review triggers</li> </ul>	Direction on review priorities
03 December 2026	Committee	Strategies and policies – Adoption and Implementation - Six monthly	Monitoring and reporting on the implementation of adopted strategies and policies	<ul style="list-style-type: none"> <li>• Implementation progress of adopted strategies and policies</li> <li>• Performance against intended outcomes</li> <li>• Risks and issues</li> <li>• Delivery constraints and issues</li> </ul> <p><i>Dashboard style report, narrative on what is off track and recommended corrective actions</i></p>	Governance assurance

Date	Forum	Key Programme / Topic	Purpose	Details to be reported on	Te Kūkupa Role / Outcome
<i>Monthly (to be scheduled)</i>	<i>MOB – Full Council</i>	<i>Planning and Policy Group – Monthly Operational Briefing</i>	<i>Operational awareness and progress updates</i>	<i>Narrative update on progress on planned works, highlights, what is planned next.  Status of Submissions  Confirm metrics</i>	<i>For noting only</i>

## 6 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 6.1 TE PĀTUKUREA KERIKERI WAIPAPA SPATIAL PLAN - IMPLEMENTATION REFERENCE GROUP ESTABLISHMENT

**File Number:** A5604285

**Author:** Jaye Michalick, Team Leader – Growth Planning & Placemaking

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

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of the report is to inform Te Kūkupa Committee for Strategy, Policy and Regulation (Te Kūkupa) of the establishment of the Te Pātukurea Kerikeri Waipapa Spatial Plan Implementation Reference Group (Reference Group), including the appointment of two members of the Bay of Islands-Whangaroa Community Board (Community Board) as representatives on to the Reference Group. This report also informs Te Kūkupa of the name change for the Group, based on feedback given at the Community Board meeting.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

This report:

- Outlines the initial projects required to be commenced as part of the implementation plan within Te Pātukurea Kerikeri Waipapa Spatial Plan, including to establish the Reference Group.
- Reiterates the extent of mana whenua partnership and stakeholder engagement undertaken to prepare the adopted spatial plan as context for the need to establish an ongoing Reference Group.
- Discusses the change of name for the Reference Group, from 'Steering Group' as described in Te Pātukurea implementation plan, to 'Reference Group' as suggested by our Community Board representative.
- Outlines the purpose, composition and draft Terms of Reference, of the Reference Group.
- Informs Te Kūkupa that the Reference Group is currently being established.

#### TŪTOHUNGA / RECOMMENDATION

**That the Te Kūkupa Committee for Strategy, Policy and Regulation receive the report Te Pātukurea Kerikeri Waipapa Spatial Plan - Implementation Reference Group Establishment.**

#### TĀHUHU KŌRERO / BACKGROUND

Te Pātukurea Kerikeri Waipapa Spatial Plan (Te Pātukurea) is a non-statutory plan that was adopted by Council in June 2025 via Resolution 2025/61 (link to adopted version here: [Te Pātukurea](#)). Te Pātukurea is a plan for the long-term growth (30+ years) of Kerikeri and Waipapa, it is based on good-practice spatial planning principles and sets out how we can grow and service the subject

urban areas. The spatial plan was developed in partnership with Te Pātukurea Hapū Rōpū<sup>1</sup> and with significant iterative stakeholder engagement and public consultations.

Te Pātukurea includes an implementation plan with actions that need to be carried out over the short-, medium- and long-term to deliver the plan.

To ensure ongoing mana whenua partnership and stakeholder engagement throughout the implementation phase of Te Pātukurea, the implementation plan includes two key actions:

- Establish an implementation steering group (the subject of this paper); and
- Explore co-governance and collaboration opportunities with hapū (staff have met with Te Pātukurea Hapū Rōpū, which confirmed a desire to reform and continue to partner with Council on the implementation of Te Pātukurea).

The purpose of the implementation reference group (formerly “Steering”) is defined in the implementation plan as:

*to ensure the community’s needs, values, and priorities are represented throughout the process. It fosters shared ownership and transparency in delivering the plan. A diverse membership is key – Community Board representation connects the plan to local governance, while Hapū Rōpū representation brings mana whenua perspectives and Kaitiakitanga. Young people’s participation ensures their unique perspectives are recognised, valued and included.*

In accordance with Bay of Islands-Whangaroa Community Board resolution 2026/7 (12 February 2026), the Community Board appointed **Tyler Bamber** and **Jo Alexander** to the Implementation Steering Group, now called the Reference Group.

At the February 2026 Community Board meeting, the name of the steering group was discussed, it was agreed that the word steering infers decision making responsibilities, rather than providing community advisory input to projects. As a result, the name of this group has changed from Steering Group to Reference Group. A representative of Vision Kerikeri spoke at the February Community Board meeting, providing suggested changes to the draft terms of reference for the Reference Group. The terms of reference will be on the first meeting agenda for the Reference Group to finalise. They will be able to raise their suggested changes directly to the Reference Group members.

Te Pātukurea Hapū Rōpū representatives have confirmed that, alongside regular meetings with staff on implementation plan projects, and potentially workshopping with elected members on certain project milestones in the same way the rōpū did for Te Pātukurea, they also agree to be members of the Reference Group. This is both to ensure that there is a full sharing of knowledge and ideas between mana whenua and other community representatives on implementation plan projects and at the request of both the rōpū and community group representatives to have ‘everyone in the room’ at key stages of projects.

Along with setting up this Reference Group, staff are in the process of commencing two further Implementation Plan actions: Waipapa Structure Plan project – which was reported on to Te Kūkupa in February 2026, and starting a Kerikeri Urban Design Framework project, which will be the subject of a future agenda item paper.

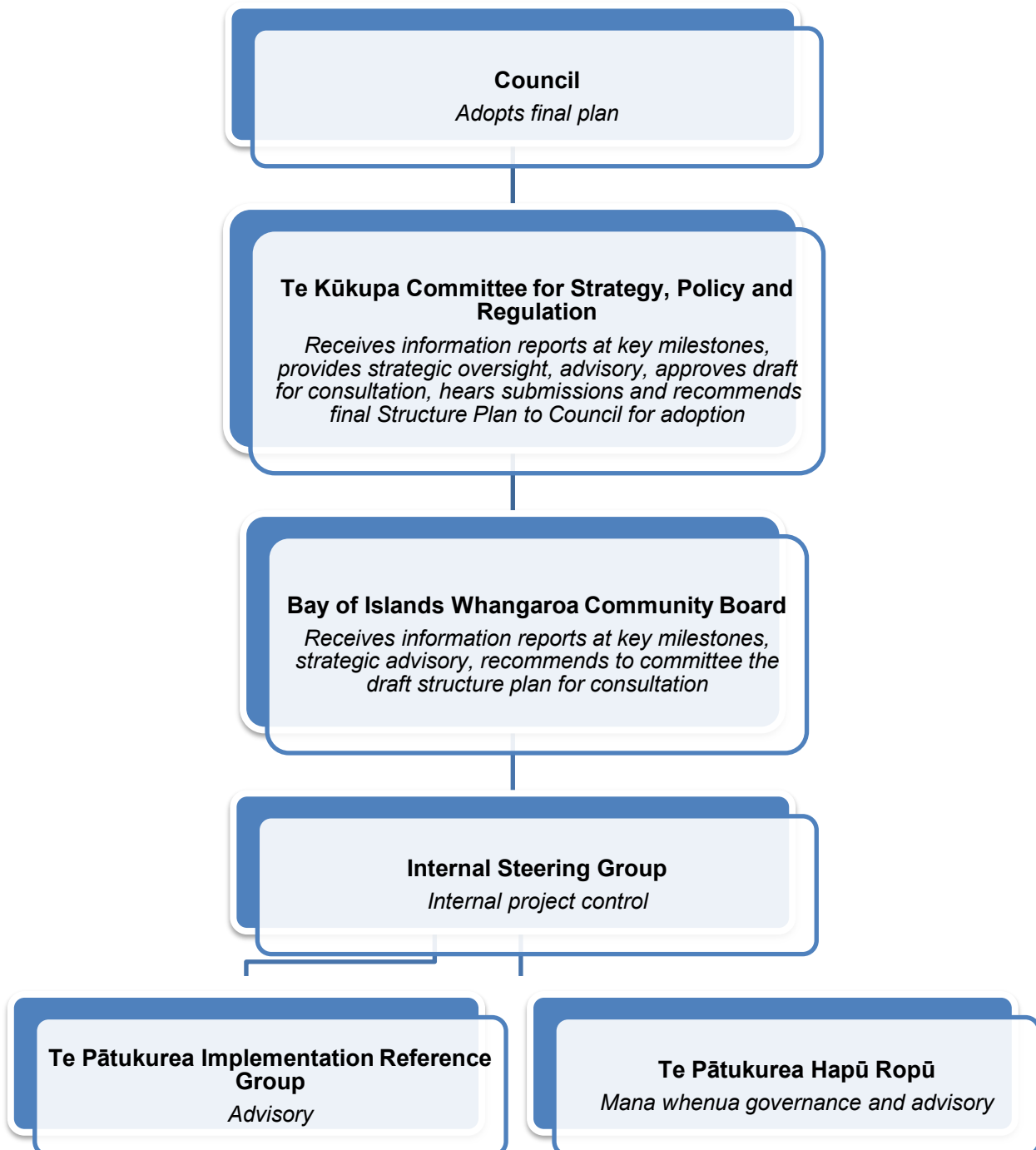
## **MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS**

The Reference Group will serve in an advisory role, assisting with the monitoring and evaluation of Te Pātukurea and the implementation of related projects. The Reference Group can offer guidance and suggestions; however, it will not possess decision-making authority regarding projects that it advises on. The Reference Group will provide critical community voice to key projects required to deliver Te Pātukurea. Refer to the diagram below, being the Project Governance Structure for the

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<sup>1</sup> Established for the purpose of working alongside staff on the development of the spatial plan until it became adopted. The rōpū comprised representatives from Ngāti Hineira, Ngāti Korohue, Ngāti Mau, Ngāti Rangī, Ngāti Rēhia, Ngāti Torehina ki Matakā, Te Uri Taniwha, Te Whiu.

Waipapa Structure Plan, which demonstrates how the Reference Group is intended to fit within a project governance structure for implementation plan projects.



It is anticipated that the Reference Group would meet approximately 2 to 4 times per year, to be kept up to date with the various Te Pātukurea implementation plan projects that are underway, and to identify further opportunities for relevant representatives to participate in individual projects, or collectively as the Reference Group, if appropriate. Attachment 1 contains a draft Terms of Reference for the Reference Group, which will be finalised following establishment of the Reference Group.

In addition to establishing the Reference Group, it is expected that all projects established to implement Te Pātukurea will be reported on to Te Kūkupa at key milestones as standard practice.

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

The costs of facilitating the Reference Group meetings are estimated to be between \$5,300 (2 meetings p/a) and \$10,600 (4 meetings p/a) per annum, and these costs have been budgeted for in the Growth Planning and Placemaking Team cost centre for this financial year. Other than rangatahi and the Hapū Rōpū, membership of the Reference Group is voluntary and not remunerated.

### **ĀPITIHINGA / ATTACHMENTS**

1. **Draft Terms of Reference Te Pātukurea Implementation Reference Group - A5607444** [↓](#)



## Ngā Tikanga - Te Pātukurea Implementation Reference group Terms of Reference

### Whakataki / Background

The Implementation Reference group (**Steering Group**) is a key element for the successful implementation of Te Pātukurea. The Reference group ensures that the community's needs, values, and priorities are represented throughout the implementation of the plan. It fosters shared ownership and transparency in delivering the plan.

The reference group consists of members from various backgrounds, including but not limited to Community Board representatives, Hapū representatives, Kerikeri-Waipapa community organisations and rangatahi (local young people).

### Ngā Kaupapa - Purpose of the Steering Group

The Reference group serves in **an advisory role**, assisting with the monitoring and evaluation of Te Pātukurea and the implementation of related projects. The Reference group offers guidance and suggestions; however, it **does not possess decision-making authority** regarding the project. The Implementation Reference group provides a critical community voice to key projects required to deliver Te Pātukurea.

The Reference group will initially convene for a period of 12 months, after which time its function and membership will be reviewed.

Its purposes are to:

- Provide an inclusive community forum, grounded in both tikanga Pākehā and tikanga Māori, for the deliberation of Te Pātukurea's implementation.
- Ensure alignment of implementation projects with the overall vision, values, and strategic objectives of Te Pātukurea and community aspirations.
- Review and provide advice on the quality and alignment of project outputs and deliverables before they are finalised or presented to decision-makers.
- Review project direction and offer feedback for ongoing improvement.
- Act as a platform for discussing ideas. Encourage the exchange of information to promote effective practices and new developments.
- Participate in implementation project workshops as necessary.
- Offer guidance on strategies to enhance engagement and champion community engagement.

- Serve as a sounding board for new ideas and proposals, providing constructive feedback and diverse perspectives to support innovation and continuous improvement.
- Where relevant, advocate for necessary resources and support to ensure successful project delivery.
- Identify and help manage risks and interdependencies early, supporting mitigation strategies for critical issues.
- Champion transparent reporting to Council and the community on progress, challenges, and achievements.
- Advocate for and participate in constructive, respectful community deliberation.

### Ngā Tāngata - Membership

The Reference group will include representatives from:

- Community board representatives.
- Hāpū Rōpū.
- Community group members.
- Healthy Families Far North.
- Rangatahi representative/s.
- Business association representative/s for Kerikeri and Waipapa.

These members ensure diverse perspectives within the group.

### Ngā Tikanga - Core Principles

The reference group must commit to the following principles in their ongoing work together:

- Tika, pono, me te aroha – Good faith participation; trust, openness, honesty and integrity
- Mana tangata - Show mutual respect to all members.
- Whaiwhakaaro - Take a constructive and solutions-focused approach in discussions and decision-making.
- Mahitahi - Foster a collaborative environment.
- Kia areare te whakarongo - Listen actively to one another.
- Ko te hāpori whānui te take - Strive for solutions that benefit the wider community.

- Kia tinitini ngā kōrero - Commit to equity and inclusion, ensuring all voices are valued.
- Whakamana tikanga, whakamana Te Tiriti - Uphold tikanga Māori and working in partnership with mana whenua.
- Kia matatapu te kōrero - Maintain confidentiality where appropriate.
- Kia manawaroa - Embrace constructive challenge and continuous learning.

### Ngā Mahi - Relevant Projects

The Reference group provides advice across a range of projects which deliver Te Pātukurea. These include:

- Monitoring and evaluation framework.
- Waipapa Structure Plan.
- Kerikeri Urban Design Framework.
- Kerikeri-Waipapa Long-term wastewater treatment and discharge strategy.

Additional projects may be included in the future.

### Ngā Hui - Meetings and Operations

The Reference group operates through regular, structured meetings to ensure effective engagement and coordination across various projects. The operational framework includes:

#### Tikanga

The Reference group will follow normal tikanga in relation to meetings and workshops. Mana whenua will advise the facilitators, chair and group members of the appropriate tikanga.

#### Meeting Frequency and Attendance

Meetings occur as required at Council offices, with remote access via MS Teams. If unavailable, members must send a **delegate** to ensure continuity. A Community Board representative chairs the meetings. **Special meetings** may be called for urgent issues with Council request and Chair approval.

#### Meeting Duration

Meetings are scheduled for a **minimum of one hour**, with flexibility to extend as needed based on the agenda.

### **Agenda Setting**

Council is responsible for preparing and distributing the agenda **at least two working days prior** to each meeting.

### **Meeting Records**

The Council is also responsible for recording and distributing meeting minutes, ensuring clear documentation of discussions, decisions, and action points.

### **Conflict of Interest**

All members must declare any conflicts of interest at the start of each meeting. Where a conflict exists, the member may be asked to withdraw from related discussions or decisions.

### **Respectful Conduct**

All members are expected to always treat each other and Council staff with respect. Abuse, harassment, or any form of inappropriate behaviour will not be tolerated and may result in removal from the Steering Group.

### **Decision-Making**

If decisions are required, the Reference group will endeavour to reach agreement through consensus. If consensus is not attainable, matters will be resolved by majority vote.

### **Remuneration**

This is a voluntary role. Reference group members are unpaid unless otherwise agreed.

### **Review of Terms of Reference**

The Terms of Reference will be reviewed annually, or as required in response to significant changes in project scope, governance, or organizational priorities.

## 6.2 STAGE ONE - COMMUNITY ADAPTATION PLANNING, TE HŌTAKA URUTAU HAPORI-COMMUNITY ADAPTATION PROGRAMME

**File Number:** A5556106

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

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

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To update Te Kūkupa Committee for Strategy, Policy and Regulation on the Stage One Community Adaptation Planning project.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

The Climate Action and Resilience Department is starting Stage One of community adaptation planning, as set by [Te Hōtaka Urutau Hapori, Council's Community Adaptation Programme](#).

This information report outlines Te Kūkupa Committee for Strategy, Policy and Regulation's (Te Kūkupa Committee) anticipated governance role in Stage One project. The report introduces the project plan and initial scoping decisions, ahead of Te Kūkupa Committee's direction on a draft scoping report.

### TŪTOHUNGA / RECOMMENDATION

**That Te Kūkupa Committee for Strategy, Policy and Regulation receive the report Stage One - Community Adaptation Planning, Te Hōtaka Urutau Hapori-Community Adaptation Programme.**

### TĀHUHU KŌRERO / BACKGROUND

[August 2025](#), Council approved Stage One Community Adaptation Planning as part of the decision to approve an accelerated Te Hōtaka Urutau Hapori – Community Adaptation Programme

Since this decision, the Climate Action and Resilience Department have procured professional services and established a project team to deliver Stage One. Early engagement and relationship-building has also continued with the support of Kaimanaaki Hapori, contracted community advisors.

The Stage One project is now formally starting. This community adaptation planning project spans multiple functions and areas of Council. Staff are briefing all Elected Members anticipated to have a governance role: Te Hiku Community Board, Kaikohe-Hokianga Community Board and Te Koukou Transport and Infrastructure Committee.

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

#### *Stage One Community Adaptation Planning*

By 2027, the project team aims to deliver adopted Community Adaptation Plans for the Stage One area. **Attachment A**, Stage One Community Adaptation Planning Project Summary, shows the project's phases, key tasks and decisions, and different roles. Staff will be available to answer questions on the project summary during this March 2026 Committee meeting.

Tonkin + Taylor, Isthmus and Ākau are jointly contracted to deliver Stage One. A project team has been established and is made up of the external specialists, Far North District Council, and Northland Regional Council staff. Katy Simon, Adaptation Programme Lead and Sarah Peri, Kaupapa Māori Lead – Climate Action and Resilience, are the key staff leading this project.

The Stage One area covers Whangapē, Herekino, North Hokianga, South Hokianga and Waimamaku areas. Figure One below shows a map of the area (also shown in Attachment A).



Figure 1 Stage One Project Area

Community Adaptation Plans will set out how communities and Council will prepare for and respond to increasing natural hazards. The purpose is to effectively plan for existing assets and elements of value to community, to manage and/or reduce risk to Council services and for Far North communities. Community Adaptation Plans will decide:

- What's happening?
  - o Future risks from natural hazards to services, places and elements we care about
- What matters most?
  - o Community values, outcomes and risk tolerance levels that set long-term priorities for services and assets
- What can we do about it?
  - o Adaptation response options available
- How are we going to do it?
  - o Preferred short, medium and long responses and the triggers for changing responses

Council's Pou 1, Stage One, webpage describes adaptation planning in more detail: [Pou 1 Community Adaptation Planning | Far North District Council](#).

Christchurch City Council's [Coastal Hazards Adaptation Plan](#) (2025) provides a good example of a community adaptation plan.

Stage One project also supports:

- Working relationships with tangata whenua and communities
- Collaboration and alignment across FNDC functions
- Collaboration between councils and regional agencies
- Quality of natural hazards risk information

#### *Te Kūkupa Committee's governance role*

Based on the Te Kūkupa Committee's Terms of Reference, Staff anticipate that this Committee will provide general governance oversight and will receive all draft deliverables and proposals across the Stage One Community Adaptation Planning project.

Staff will either present an information report or a report seeking endorsement to Te Kūkupa Committee before each Council decision.

Attachment A shows the anticipated governance touchpoints.

#### *Project structure and wider decision-making process*

Under Te Hōtaka Urutau Hapori – Community Adaptation Programme, Council commits to working alongside communities and tangata whenua on adaptation planning. The project is designed to deliver on this commitment.

This means:

- a haukāinga kaitiaki rōpū – local adaptation tangata whenua expert group will be set up to advise at the project level,
- Community Panels will be established to make recommendations on adaptation decisions to Council,
- staff expect to seek formal hapū or marae representation for the Community Panels.
- Community Board Members may also be invited to participate in the relevant Community Panels; and
- Council will be the final decision-maker because it is the main entity responsible for implementing the Community Adaptation Plans.

In some cases, elements of Community Adaptation Plans may need to go to Northland Regional Council, Regional Waters CCO, or other joint regional governance bodies for direction or decision. This will depend on their role and functions in future implementation of adaptation plans.

#### *Next steps – Stage One scoping report*

By June 2026, staff will seek Council's decision on Stage One scoping report. Ahead of this decision, Staff will present the draft Stage One scoping report to Te Kūkupa Committee at the April or May 2026 meetings.

A scoping report will decide:

- Sub-areas where adaptation plans will be created
- What we're planning for – elements of value included, hazards addressed
- The level of detail we're planning for – specificity of an adaptation response
- How long we're planning for – temporal extent for planning decisions
- Who we're working with, how decisions will be made and who will be involved in implementation

The scoping report will be informed by:

- Existing natural hazards risk information
- Current and future, anticipated legislation
- Current precedent of roles and responsibilities, if not specified in legislation
- Existing, related strategies, plans and projects
- Engagement on tangata whenua and community needs, issues and opportunities

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

Stage One Community Adaptation Planning has 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).

The Senior Leadership Team is reviewing a business case for an additional two FTE, as set by Council in the decision to approve the accelerated Adaptation Programme.

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

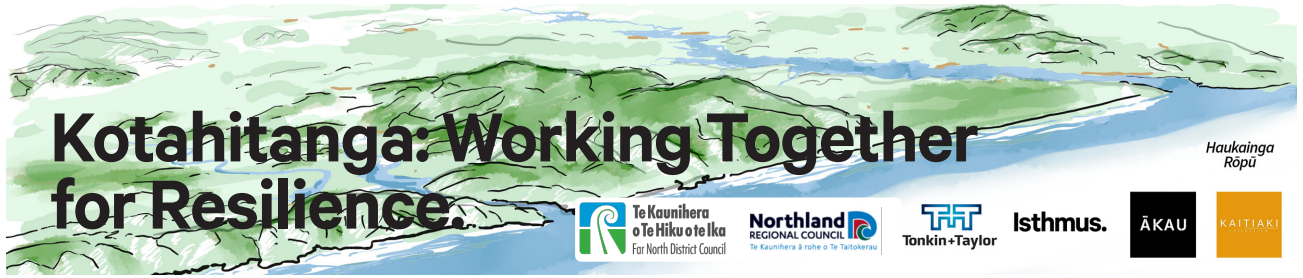
## **ĀPITIHINGA / ATTACHMENTS**

1. **Attachment A - Stage One Community Adaptation Planning Project Summary - A5589555** [↓](#) 

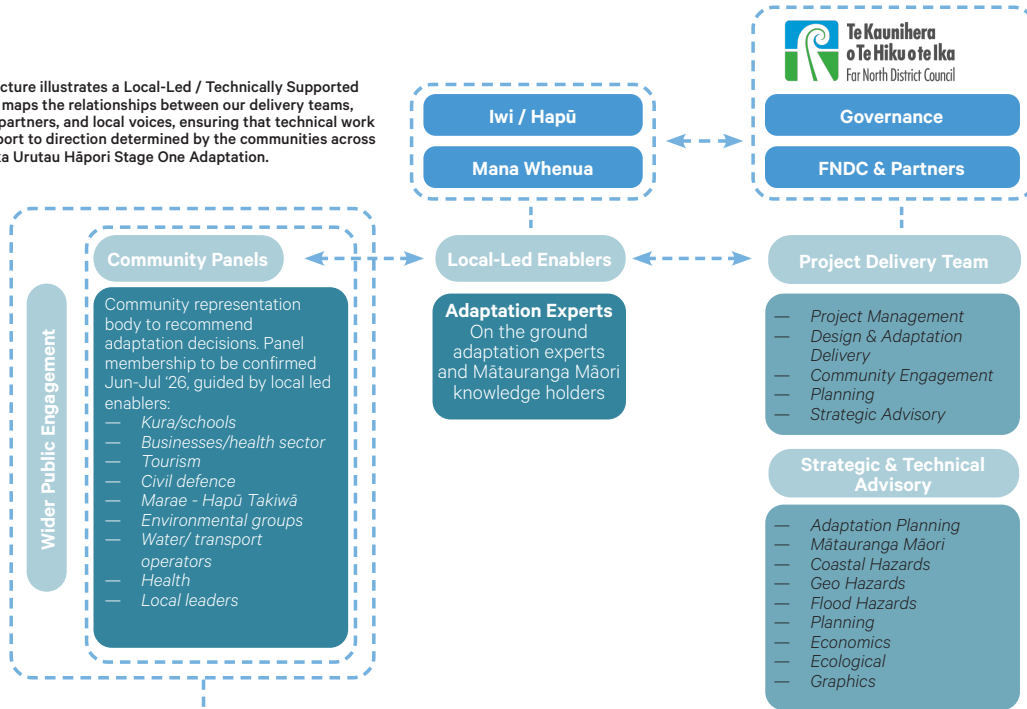


Project Initiation	Phase one: Stocktake + scoping	Phase two: Establishment + frameworks	Phase three: What's happening + What matters most?	Phase four: What can we do about it?	Phase five: How will we do it?	Finalise Plans
	By March 26 (4 months)	By May 26 (2 months)	By October 26 (5 months)	By March 27 (4 months)	By December 27 (6 months)	
<b>Engagement</b>						
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
<b>Governance Decision Making</b>						
● 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
<b>Tasks</b>						
<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>		
<b>Deliverables</b>						
<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>		
<b>Planning for success: Te Hōtaka Urutau Hāpori Adaptation Outcomes</b>						
✓	✓					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.

**7 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**8 TE KAPINGA HUI / MEETING CLOSE**