

AGENDA

Ordinary Council Meeting

Membership:

Kahika - Mayor Moko Tepania - Chairperson
Kohepu - Deputy Mayor Chicky Rudkin
Cr Arohanui Allen
Cr Rachel Baucke
Cr Ann Court
Cr Felicity Foy
Cr Hilda Halkyard-Harawira
Cr Tāmāti Rākena
Cr Davina Smolders
Cr Kelly Stratford
Cr John Vujcich

Wednesday, 29 April 2026

Time: 10:00 AM

Council Chamber

Memorial Ave

Kaikohe

**Far North District Council
Ordinary Council Meeting**
will be held in the Council Chamber, Memorial Ave, Kaikohe on:
Wednesday 29 April 2026 at 10:00 AM

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Supplementary Reports - under separate cover

- 6.11 Northland Water Done Well: Commitment to the Regional Council-Controlled Organisation and Incorporation Date
- 6.12 Northland Inc Draft Statement of Intent

FAR NORTH DISTRICT COUNCIL VALUES

THE CODE OF CONDUCT 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 AND UPHOLD THE VALUES OF HONESTY, INTEGRITY, ACCOUNTABILITY AND TRANSPARENCY;
3. **ETHICAL BEHAVIOR:** MEMBERS WILL NOT PLACE THEMSELVES IN SITUATIONS WHERE THEIR HONESTY AND INTEGRITY MAY BE QUESTIONED, WILL NOT BEHAVE IMPROPERLY AND WILL AVOID THE APPEARANCE OF ANY SUCH BEHAVIOR;
4. **OBJECTIVITY:** MEMBERS WILL MAKE DECISIONS ON MERIT; INCLUDING APPOINTMENTS, AWARDED 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. MEMBERS WILL RESPECT THE IMPARTIALITY AND INTEGRITY OF OFFICIALS;
6. **DUTY TO UPHOLD THE LAW:** MEMBERS WILL COMPLY WITH ALL LEGISLATIVE REQUIREMENTS CONCERNING THEIR ROLE, ABIDE BY THIS 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 ENSURE THEY FULFIL THE DUTIES AND RESPONSIBILITIES OF OFFICE, INCLUDING ATTENDANCE AT MEETINGS AND WORKSHOPS, BACKGROUND READING, ATTENDANCE AT CIVIC EVENTS, AND PARTICIPATION IN RELEVANT TRAINING SEMINARS ORGANISED BY THE COUNCIL.

8. LEADERSHIP: MEMBERS WILL ACTIVELY PROMOTE AND SUPPORT THESE PRINCIPLES AND ENSURE THEY ARE REFLECTED IN THE WAY IN WHICH THE COUNCIL OPERATES INCLUDING REGULAR REVIEW AND ASSESSMENT.

THESE VALUES COMPLEMENT, AND WORK IN CONJUNCTION WITH, THE PRINCIPLES OF S.14 OF THE LGA 2002 AND THE GOVERNANCE PRINCIPLES OF S.39 OF THE LGA 2002.

1 KARAKIA TIMATANGA / OPENING PRAYER

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

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

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

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

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

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

[Elected Member - Register of Interests](#)

3 NGĀ TONO KŌRERO / DEPUTATIONS

- Wendy Henwood, representing Te Mauri o Te Wai, in relation to the commissioning of the Electrocoagulation (EC) machine at the Rawene Wastewater Treatment Plant.
- Elyse King, in relation to Water Done Well.
- Dallas King, representing Ngāti Kaharau and Ngāti Hau Hapū, in relation to wastewater treatment systems discharging into the Hokianga Harbour and the economic benefits of working with hapū and communities on water-related infrastructure.
- Richard Duley, in relation to matters associated with the Kawakawa Housing Development

4 NGĀ KŌRERO A TE KAHIKA / MAYORAL ANNOUNCEMENTS

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

5.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A5675037

Author: Imrie Dunn, Democracy Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

That Council confirm the minutes of the meeting held 01 April 2026 and Extraordinary Council meeting held 15 April 2026 as 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 Council meeting held 11 December 2025 are attached:

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

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. 2026-04-01 Council Minutes - A5657624 [↓](#) 
2. 2026-04-15 Extraordinary Council Minutes - A5678710 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

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1 April 2026

**MINUTES OF FAR NORTH DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE
ON WEDNESDAY, 1 APRIL 2026 AT 10:00 AM**

- PRESENT:** Kahika - Mayor Moko Tepania, Kohepu - Deputy Mayor Chicky Rudkin, Cr Arohanui Allen, Cr Rachel Baucke, Cr Felicity Foy, Cr Hilda Halkyard-Harawira, Cr Tāmāti Rākena, Cr Davina Smolders, Cr Kelly Stratford, Cr John Vujcich
- IN ATTENDANCE:** Bill Subritzky (Te Hiku Community Board Chairperson), Belinda Ward (Bay of Islands-Whangaroa Chairperson) and Jessie McVeagh (Kaikohe-Hokianga Community Board Chairperson).
- STAFF PRESENT:** Guy Holroyd (Chief Executive Officer), Emma Healy (Chief of Staff), Charlie Billington (GM Corporate Services), Ruben Garcia (GM Community and Engagement), Tanya Proctor (Head of Infrastructure), Aaron Taikato (GM Te Hono), Rebecca Rowsell (Senior Solicitor), Hilary Sumpter (GM Delivery and Operations), Ken Macdonald (Chief Financial Officer) Rachel Smith (Executive Officer), Myjanne Jensen (Communications Advisor), Aisha Huriwai (Democracy Services Manager), Natasha Rmandic (Democracy Advisor), Mike McMurtrie (Manager – Compliance), Tammy Wooster (Acting GM Planning and Policy), Trish Routley (Manager – Resource Consents).

1 KARAKIA TIMATANGA / OPENING PRAYER

At 10:00 am, Kahika - Mayor Moko Tepania commenced the meeting with a karakia.

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

2.1 APOLOGIES

RESOLUTION 2026/14

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Tāmāti Rākena

That the apology received from Cr Ann Court be accepted and leave of absence granted.

CARRIED

3 NGĀ TONO KŌRERO / DEPUTATION

There were no Deputations.

4 NGĀ KŌRERO A TE KAHIKA / MAYORAL ANNOUNCEMENTS

- Maramataka | Ōturu
- Far North District Council Values / Code of Conduct
- Mangōnui Waterfront Festival
- Maranga Mai E Te Iwi Senior Kapa Haka Regionals
- Te Tai Tokerau Festival 51st Annual Festival

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- State of Emergency
- Mayoral Disaster Relief Fund
- Ordersheet Printed to help navigate the agenda and supplementary reports
- Mayor and Councillor Reports will be put on our website
- First Operational Briefing
- Fuel Crisis / Ministers meetings

5 NGĀ PŪRONGO / REPORTS

5.1 NORTHLAND WATERS CCO - FOUNDATIONAL LEGAL DOCUMENTS

Agenda item 6.3 document number A5571940, pages 47 - 117 refers

MOTION

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Kelly Stratford

That Council:

- a. Note that the Elected Member Steering Group recommends the establishment of an asset owning joint council-controlled organisation (CCO) to provide drinking water and wastewater services for Northland.
- b. Confirm its commitment in principle to the formation of an asset-owning joint Council Controlled Organisation (CCO) to provide drinking water and wastewater services in Northland. Endorses in principle the Shareholders Agreement between Far North District Council, Whangarei District Council and Kaipara District Council to establish the CCO, subject to amendment of clause 6 of Schedule 4 (and any related provisions) to ensure that both appointed SRG representatives of each shareholder are elected members of the respective councils.
- c. Endorse in principle the Shareholders Agreement between Far North District Council, Whangarei District Council and Kaipara District Council to establish the CCO. Endorses in principle amendment of the Shareholders' Agreement to provide that cross-utilisation of LGFA borrowing headroom across ringfenced shareholder Service Areas may only occur with unanimous shareholder approval as a Reserved Matter under Schedule 3.
- d. Endorse in principle the Constitution of the CCO as the foundation document for the entity.
- e. Endorse that the Establishment Advisory Group will become the first Board of the CCO when the company is incorporated, subject to reconfirmation from the Elected Member Steering Group.

AMENDMENT:

Moved: Cr Davina Smolders

Seconded: Cr Rachel Baucke

- e. Endorses that the Establishment Advisory Group will become the first Board of the CCO when the company is incorporated.

In Favour: Crs Rachel Baucke and Davina Smolders

Against: Crs Moko Tepania, Chicky Rudkin, Arohanui Allen, Felicity Foy, Hilda Halkyard-Harawira, Tāmati Rākena, Kelly Stratford and John Vujcich

LOST

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RESOLUTION 2026/15

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Kelly Stratford

That the Far North District Council:

- a. **Note that the Elected Member Steering Group recommends the establishment of an asset owning joint council-controlled organisation (CCO) to provide drinking water and wastewater services for Northland.**
- b. **Confirm its commitment in principle to the formation of an asset-owning joint Council Controlled Organisation (CCO) to provide drinking water and wastewater services in Northland. Endorses in principle the Shareholders Agreement between Far North District Council, Whangarei District Council and Kaipara District Council to establish the CCO, subject to amendment of clause 6 of Schedule 4 (and any related provisions) to ensure that both appointed SRG representatives of each shareholder are elected members of the respective councils.**
- c. **Endorse in principle the Shareholders Agreement between Far North District Council, Whangarei District Council and Kaipara District Council to establish the CCO. Endorses in principle amendment of the Shareholders' Agreement to provide that cross-utilisation of LGFA borrowing headroom across ringfenced shareholder Service Areas may only occur with unanimous shareholder approval as a Reserved Matter under Schedule 3.**
- d. **Endorse in principle the Constitution of the CCO as the foundation document for the entity.**
- e. **Endorse that the Establishment Advisory Group will become the first Board of the CCO when the company is incorporated, subject to reconfirmation from the Elected Member Steering Group.**

In Favour: Kahika Moko Tepania, Kohepu Chicky Rudkin, Crs Felicity Foy, Tāmati Rākena, Kelly Stratford and John Vujcich

Against: Crs Arohanui Allen, Rachel Baucke, Hilda Halkyard-Harawira and Davina Smolders

CARRIED

At 11.12am Meeting adjourned and reconvened at 11.22am.

6 MAJOR ITEMS NOT ON AGENDA

MOTION

Moved: Kahika - Mayor Moko Tepania

Seconded: Kohepu - Deputy Mayor Chicky Rudkin

RESOLUTION 2026/165

Far North District Council Standing Orders (9.12) state that a major item not on the agenda may be dealt with.

The following reports were late for inclusion in the agenda that was published publicly before the 2 clear working days public notification cut off:

- **Notice of Motion – Transparency, Accountability, and Governance Oversight of Council Funding and Financial Commitments**

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<ul style="list-style-type: none"> • Annual Plan 2026/27 • Proposal: Taipā Waste Water Treatment Plant Ponds Desludge • Notice of Motion – Failure to Accurately Present Committee Resolution <p><u>In Favour:</u> Kahika Moko Tepania, Kohepu Chicky Rudkin, Crs Arohanui Allen, Kelly Stratford, Rachel Baucke, Felicity Foy, Hilda Halkyard-Harawira and John Vujcich</p> <p><u>Against:</u> Cr Davina Smolders</p> <p style="text-align: right;">CARRIED</p>

6.1 ANNUAL PLAN 2026/27

Agenda item document number A5619998, pages 0 - 0 refers

<p>MOTION</p> <p>Moved: Cr Felicity Foy Seconded: Cr Kelly Stratford</p> <p>That Council:</p> <p>a) Endorses in principle a general rates increase of approximately 4.2% for the 2026/27 financial year, consistent with Year 3 of the Long Term Plan 2024–27;</p> <p><u>In Favour:</u> Crs Rachel Baucke, Felicity Foy, Hilda Halkyard-Harawira and Davina Smolders</p> <p><u>Against:</u> Kahika Moko Tepania, Kohepu Chicky Rudkin, Crs Arohanui Allen, Kelly Stratford and John Vujcich</p> <p><u>Abstained:</u> Cr Tāmāti Rākena</p> <p style="text-align: right;">LOST</p> <p>RESOLUTION 2026/17</p> <p>Moved: Kahika - Mayor Moko Tepania Seconded: Kohepu - Deputy Mayor Chicky Rudkin</p> <p>That Council:</p> <p>a) Endorses in principle a general rates increase of approximately 6.7% for the 2026/27 financial year, consistent with Year 3 of the Long Term Plan 2024–27;</p> <p>b) Approves an inform-only community engagement approach for the Annual Plan 2026/27, including a community feedback workshop in May 2026;</p> <p>c) Notes that the Annual Plan 2026/27 will be presented for adoption at the ordinary Council meeting on 25 June 2026;</p> <p>d) Notes that any Annual Plan incorporating a rates increase materially different from the Long Term Plan 2024–27 will constitute a significant or material difference from the LTP, which would require formal public consultation and a create timing risk for meeting statutory requirements for adopting the Annual Plan and striking rates by the required date.</p> <p><u>In Favour:</u> Kahika Moko Tepania, Kohepu Chicky Rudkin, Crs Arohanui Allen, Kelly Stratford and John Vujcich</p> <p><u>Against:</u> Crs Rachel Baucke, Felicity Foy, Hilda Halkyard-Harawira and Davina Smolders</p> <p><u>Abstained:</u> Cr Tāmāti Rākena</p> <p style="text-align: right;">CARRIED</p> <p>Note: Elected members requested staff to provide monthly update on progress to be published through Friday Notices.</p>
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At 12.20pm Cr Stratford left the meeting and returned at 12.37pm.

5 NGĀ PŪRONGO / REPORTS CONTINUED

5.1 APPROVAL OF TOURISM FRAME FOR PAIHIA

Agenda item 6.7 document number A5631535, pages 144 - 157 refers

RESOLUTION 2026/22

Moved: Kahika - Mayor Moko Tepania
 Seconded: Cr Arohanui Allen

That Council, approve the installation of a Tourist Photo Frame at Stockyard Point Scenic Reserve in the position indicated, subject to the applicant undertaking the installation to Council specifications.

CARRIED

At 12.32pm Cr Rakena left the meeting and returned at 12.45pm – absent for vote on item 6.7

5.2 ADOPTION OF STATEMENT OF PROPOSAL FOR FEES & CHARGES FOR 2026/27

Agenda item 6.1 document number A5614417, pages 8 - 19 refers

RESOLUTION 2026/17

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

That Council adopt the Statement of Proposal to consult on the Schedule of Fees and Charges for 2026/27.

CARRIED

Note: Staff will seek feedback from Community Boards around fees and charges not being aligned with their delegations.

At 1:10 pm, Cr Halkyard-Harawira left the meeting and returned at 1:12pm.
 At 1.15pm Council adjourned for lunch and reconvened at 2.00pm.

5.3 LOCAL GOVERNMENT REFORM PROGRAMME

Agenda item 6.4 document number A5619316, pages 0 - 0 refers

RESOLUTION 2026/18

Moved: Cr Kelly Stratford
 Seconded: Cr Tāmati Rākena

That Council:

- a) **Approves the establishment of a staged programme for Local Government Reform as set out in this report.**
- b) **Approves the governance structure set out in this report, including the establishment of a Local Government Reform Steering Group and External Advisory Group.**
- c) **Endorse the Mayor of Whangārei District Council as Chair of the Local Government Reform Steering Group.**
- d) **Notes the Mayor and two councillors as members of the Local Government Reform Steering Group to be determined by Standing Orders item 5.6 under Voting System**

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- B.**
- e) Approve the Draft Terms of Reference for the Local Government Reform Governance Steering Group (Attachment 1).
 - f) Approve the Draft Terms of Reference for the Local Government Reform External Advisory Group (Attachment 2) on the provision that each Council appoints an observer with speaking but not voting rights.
 - g) Approve the indicative timeline set out in this report, which subject to detailed planning once the programme is established, would enable a new governance structure(s) to be in place for the October 2028 local government election.
 - h) Approve the allocation of \$31,250 to meet FNDC’s share of programme costs for the remainder of the 2025/26 financial year.
 - i) Approve the allocation of \$250,000 to meet the placeholder budget of \$1,000,000 in its 2026/27 Annual Plan, noting that this amount is indicative only and subject to further detailed planning and refinement.
 - j) Agree to proceed with the proposed programme and to fund a third of the costs, as outlined in this report, rather than a quarter if only three Northland councils are participating.
 - k) Agree that the programme approach needs to be reviewed if fewer than three Northland Councils agree to proceed with the programme as proposed.
- CARRIED**
- Note: By majority votes Cr Stratford and Foy have been voted as members of the Local Government Reform Steering Group.*

At 3:06pm, Cr Tāmati Rākena left the meeting.

5.4 RESERVES ADJOINING SIMSON PARK DOMAIN - RESERVES ACT CLASSIFICATION

Agenda item 6.4 document number A5624582, pages 118 - 122 refers

- RESOLUTION 2026/19**
- Moved: Cr Kelly Stratford
 Seconded: Kahika - Mayor Moko Tepania
- That the Far North District Council:**
- a) Approves the reclassification of Lot 25 and Lot 26 DP 51470 as Recreation Reserves under section 24 of the Reserves Act 1977 by delegation of the Minister of Conservation; and
 - b) Approves the classification of Lot 35 DP 51470 as a Recreation Reserve under Section 16 of the Reserves Act 1977 by delegation of the Minister of Conservation.
- CARRIED**

At 1.15pm Council adjourned for lunch and visit to EOC and reconvened at 2.08pm

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5.5 DEVELOPMENT CONTRIBUTIONS – OPERATIONAL IMPLEMENTATION STATUS UPDATE AND GO-LIVE TIMING

Agenda item 6.5 document number A5585491, pages 123 - 129 refers

RESOLUTION 2026/20
 Moved: Kahika - Mayor Moko Tepania
 Seconded: Cr Kelly Stratford
That Council Approve Option B, delaying the Development Contributions go-live date to 1 July 2026.
Abstained: Cr Hilda Halkyard-Harawira
CARRIED
 Note: Information presentations to be run for Community Boards to provide information on Development Contributions.

5.6 REVIEW OF APPOINTMENT OF NON-ELECTED MEMBERS (APPOINTED MEMBERS) TO COMMITTEES OF COUNCIL

Agenda item 6.6 document number A5651871, pages 130 – 143 refers

RESOLUTION 2026/21
 Moved: Kahika - Mayor Moko Tepania
 Seconded: Cr Arohanui Allen
That Council adopt the amended Appointment of Non-Elected Members (Appointed Members) to Committees of Council Policy as in Attachment 2.
In Favour: Crs Moko Tepania, Chicky Rudkin, Arohanui Allen, Felicity Foy, Hilda Halkyard-Harawira, Tāmāti Rākena, Kelly Stratford and John Vujcich
Against: Crs Rachel Baucke and Davina Smolders
CARRIED

5.7 NOTICE OF MOTION – TRANSPARENCY, ACCOUNTABILITY, AND GOVERNANCE OVERSIGHT OF COUNCIL FUNDING AND FINANCIAL COMMITMENTS

MOTION
 Moved: Cr Davina Smolders
 Seconded: Cr Rachel Baucke
 That Council:
 a) Request that the Chief Executive provide a report to Council within 60 days outlining all funding, grants, donations, koha, or financial contributions made to external organisations or groups during the 2024–2025 and 2025–2026 financial years, including those not allocated through formal grants or funding programmes.
 b) Request that the report identify the budget source for each payment, including whether it was funded through formal grants and funding programmes or through operational or departmental budgets.
 c) Request that the report include the decision-making pathway for each allocation, including who authorised the funding, whether elected member approval was sought or required, and

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<p>whether any formal policy, framework, or criteria were applied.</p> <p>d) Request that the report identify the total value of all funding provided outside of formal grants and funding budgets.</p> <p>e) Request that the report include details of any Memoranda of Understanding, agreements, or arrangements that include current or future financial commitments, including the nature, duration, and value of those commitments.</p> <p>f) Request that the report identify any existing policies, guidelines, or delegations that enable operational budgets to be used for external funding purposes.</p> <p>g) Request that Council receive a follow-up report outlining options to strengthen governance oversight, transparency, and consistency of all external funding, including consideration of consolidating all grants, donations, and discretionary funding under a single transparent framework.</p> <p><u>In Favour:</u> Crs Rachel Baucke and Davina Smolders</p> <p><u>Against:</u> Kahika Moko Tepania, Kohepu Chicky Rudkin, Crs Arohanui Allen, Felicity Foy, Hilda Halkyard-Harawira, Kelly Stratford and John Vujcich</p> <p style="text-align: right;">LOST</p>

5.8 NOTICE OF MOTION - FAILURE TO ACCURATELY PRESENT COMMITTEE RESOLUTION TO COUNCIL, FETTERING OF DECISION-MAKING, AND COMPLIANCE WITH THE LOCAL GOVERNMENT ACT 2002

Agenda item document number A5657523, pages 0 - 0 refers

<p>MOTION</p> <p>Moved: Cr Davina Smolders Seconded: Cr Rachel Baucke</p> <p>That Council:</p> <p>a) Receive a report from the Chief Executive explaining how the resolution of the Te Kūkupa Committee for Strategy, Policy and Regulation meeting held on 17 February 2026 (Resolution 2026/3) was not accurately presented to Council.</p> <p>b) Require that the report identifies:</p> <ul style="list-style-type: none"> i. How the committee’s carried resolution (Option 3) was not presented to Council. ii. Who was responsible for preparing and approving the Council agenda in this instance. iii. Whether any changes, substitutions, or omissions were made to the committee recommendation, and by whom. iv. Whether any elected members, staff, or external parties influenced or directed any such change. v. What governance, legal, or quality assurance processes failed. <p>c) Request advice on whether this situation constitutes a breach of:</p> <ul style="list-style-type: none"> i. The Local Government Act 2002, including section 14 principles of transparency and democratic accountability; ii. The administrative law principle against fettering discretion; iii. Council Standing Orders and internal governance protocols. <p>d) Require a corrective report to Council clearly setting out:</p> <ul style="list-style-type: none"> i. The accurate committee resolution. ii. The implications for the Long Term Plan and associated policy direction. <p>e) Direct that Council considers whether the decision made should be reviewed or rescinded, on the basis that it may have been made on an incorrect and potentially unlawful foundation.</p> <p>f) Direct the Chief Executive to implement safeguards to ensure:</p>

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- i. Committee resolutions are carried forward to Council accurately and without alteration;
- ii. Any departure from a committee recommendation is explicitly identified, justified, and resolved by Council;
- iii. Processes prevent any action that could fetter Council’s discretion or misdirect future decision-making.

In Favour: Crs Rachel Baucke and Davina Smolders

Against: Kahika Moko Tepania, Kohepu Chicky Rudkin, Crs Arohanui Allen, Felicity Foy, Hilda Halkyard-Harawira, Kelly Stratford and John Vujcich

LOST

MEETING DURATION

RESOLUTION 2026/22

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Felicity Foy

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

CARRIED

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

7.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 5.1 document number A5633503, pages 8 - 9 refers

RESOLUTION 2026/23

Moved: Kahika - Mayor Moko Tepania

Seconded: Kohepu - Deputy Mayor Kohepu Chicky Rudkin

That Council confirm the minutes of the meeting held 05 March 2026 as a true and correct record.

CARRIED

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 RESPONSE TO COUNCIL - ROAMING AND AGGRESSIVE DOGS IN AHIPARA

Agenda item 7.1 document number A5629400, pages 158 - 165 refers

RESOLUTION 2026/24

Moved: Kahika - Mayor Moko Tepania

Seconded: Kohepu - Deputy Mayor Kohepu Chicky Rudkin

That Council receive the report Response to Council - Roaming and Aggressive dogs in Ahipara.

CARRIED

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At 3.51pm Chair McVeagh left the meeting.

8.2 COMMUNITY BOARD MINUTES

Agenda item 7.2 document number A5642773, pages 166 - 184 refers

RESOLUTION 2026/25

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Kelly Stratford

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

- a) **Te Hiku Community Board Meeting held 10 March 2026;**
- b) **Kaikohe-Hokianga Community Board Meeting held 11 March 2026.**
- c) **Bay of Islands-Whangaroa Community Board Meeting held 12 March 2026;**

CARRIED

Note: THCB Chairperson spoke of concerns around speed and public safety concerns along Tokerau Beach and requested staff assistance.

At 3:17pm, Cr Arohanui Allen left the meeting.

8.3 COMMITTEE AND JOINT COMMITTEE MINUTES - MARCH 2026

Agenda item 7.3 document number A5642783, pages 185 - 186 refers

RESOLUTION 2026/26

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Kelly Stratford

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

CARRIED

9 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2026/27

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Felicity Foy

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 - Notice of Motion - Far North Holdings Ltd Statement of Expectation	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the	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

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	subject of the information	
8.2 - 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>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
8.3 - Far North Holdings Limited - Letter of Expectations 2026-29	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
8.4 - Confirmation of March Community Boards 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>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
8.5 - Confirmation of Committee and Joint Committee March 2026 Minutes - Public Excluded	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good</p>

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	<p>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>	<p>reason for withholding would exist under section 6 or section 7</p>
<p>8.6 - Stormwater Unbudgeted Expenditure and Restricted Reserve Fund Allocation</p>	<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)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p> <p>s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

CARRIED

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9.2 FAR NORTH HOLDINGS LIMITED - LETTER OF EXPECTATIONS 2026-29

Agenda item 8.3 document number A5629474, pages 22 - 42 refers

RESOLUTION 2026/18

Moved: Cr John Vujcich

Seconded: Kahika - Mayor Moko Tepania

That Council:

- a) **Endorse the Letter of Expectations 2026-29 as issued to Far North Holdings Limited on 27 February 2026; and**
- b) **Note that FNHL’s draft Statement of Intent 2026-29 is now in hand and that Council’s shareholder feedback period runs to 1 May 2026 under Schedule 8 of the Local Government Act 2002.**
- c) **Note that FNHL’s draft Statement of Intent will be presented for consideration at the meeting of Te Koekoeā Committee on 21 April 2026.**

In Favour: Crs Moko Tepania, Chicky Rudkin, Arohanui Allen, Felicity Foy, Hilda Halkyard-Harawira, Tāmati Rākena, Kelly Stratford and John Vujcich

Against: Crs Rachel Baucke and Davina Smolders

CARRIED

9.3 CONFIRMATION OF PREVIOUS MINUTES - PUBLIC EXCLUDED

Agenda item 8.2 document number A5648835, pages 16 - 21 refers

RESOLUTION 2026/15

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Kelly Stratford

That Council confirm the minutes of the Public Excluded Extraordinary Council Meeting held on 05 March 2026 as a true and correct record.

CARRIED

9.4 CONFIRMATION OF MARCH COMMUNITY BOARDS MINUTES - PUBLIC EXCLUDED

Agenda item 8.4 document number A5644266, pages 43 - 46 refers

RESOLUTION 2026/16

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Arohanui Allen

That Council confirm the minutes of Bay of Islands-Whangaroa Community Board - Public Excluded.

CARRIED

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9.5 CONFIRMATION OF COMMITTEE AND JOINT COMMITTEE MARCH 2026 MINUTES - PUBLIC EXCLUDED

Agenda item 8.5 document number A5644268, pages 47 - 56 refers

RESOLUTION 2026/17

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Kelly Stratford

That Council confirm the March 2026 Public Excluded minutes for the following Committees as a true and correct record;

- **Te Pipīwhararua Committee for External Appointments – 22 January 2026.**
- **Te Miromiro Committee for Assurance, Risk and Finance – 17 February 2026.**
- **Te Koukou Committee for Transport and Infrastructure - 25 February 2026.**

CARRIED

9.6 STORMWATER UNBUDGETED EXPENDITURE AND RESTRICTED RESERVE FUND ALLOCATION

Agenda item 8.6 document number A5632271, pages 57 - 62 refers

RESOLUTION 2026/18

Moved: Cr Kelly Stratford

Seconded: Cr Felicity Foy

That the Far North District Council approve:

- a) **unbudgeted expenditure, estimated at \$[REDACTED], to enable the completion of an accelerated delivery programme that will achieve compliance with provisions of the Local Government (Water Services) Act 2025 as it relates to the delivery of Stormwater services across the Far North District; and**
- b) **the transfer of targeted rate funds held in the Council created restricted reserve for Urban Stormwater to stormwater operations to meet the cost of the unbudgeted expenditure referred to in a) above.**

CARRIED

9.7 TAIPĀ WASTEWATER TREATMENT PLANT DESLUDGING PROCUREMENT

Agenda item 8.7 document number A5632271, separate cover

RESOLUTION 2026/19

Moved: Cr Hilda Halkyard-Harawira

Seconded: Cr Felicity Foy

That Council:

- a) **approve a direct award to Conhur Ltd to:**
 - i) **dredge and dewater the ponds at Taipā wastewater treatment plant; and**
 - ii) **dispose the sludge to the Kaitāia sludge drying facility; and**

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b) approve a variation to Contract 7/23/508 valued at \$ [REDACTED] for the works in a) and increasing the total contract value to \$ [REDACTED]; and

c) delegate to the Chief Executive / Head of Infrastructure authority to execute this variation; and

CARRIED

Note: Staff to review Procurement Policy to prioritise local contractors for work, and where possible contracts are split to direct award to local contractors and establish a list of local contractors to understand availability of the market. Report to be presented to Council.

At 4:17 pm, Cr Arohanui Allen returned to the meeting.

Meeting adjourned at 4.31pm and reconvened at 4.40pm.

10 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

Meeting closed by karakia from Kahika Moko Tepania.

11 MEETING CLOSE

The meeting closed at 5.28pm.

The minutes of this meeting will be confirmed at the Ordinary Council Meeting held on 29 April 2026.

.....
CHAIRPERSON

**MINUTES OF FAR NORTH DISTRICT COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE
ON WEDNESDAY, 15 APRIL 2026 AT 9:25 AM (Delayed start)**

PRESENT: Kahika - Mayor Moko Tepania, Kohepu - Deputy Mayor Chicky Rudkin, Cr Arohanui Allen (online), Cr Rachel Baucke, Cr Ann Court, Cr Felicity Foy (online), Cr Hilda Halkyard-Harawira, Cr Tāmāti Rākēna, Cr Davina Smolders, Cr Kelly Stratford, Cr John Vujcich

IN ATTENDANCE: Bill Subritzky (Te Hiku Community Board Chairperson), Belinda Ward (Bay of Islands-Whangaroa Chairperson) and Jessie McVeagh (Kaikohe-Hokianga Community Board Chairperson).

STAFF PRESENT: Guy Holroyd (Chief Executive Officer), Emma Healy (Chief of Staff), Ruben Garcia (GM Community and Engagement), Tanya Proctor (Head of Infrastructure), Aaron Taikato (GM Te Hono), Rebecca Rowsell (Senior Solicitor), Hilary Sumpter (GM Delivery and Operations), Kate Ivicheva (Group Manager (Policy & Planning), Myjanne Jensen (Communications Advisor) Aisha Huriwai (Manager – Democracy Services), Marlema Baker (Te Kuaka Committee Coordinator)

1 KARAKIA TIMATANGA / OPENING PRAYER

Kahika - Mayor Moko Tepania commenced the meeting with the Council.

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

None

3 NGĀ TONO KŌRERO / DEPUTATION

- Aperahama Edwards, Mane Tahere and Marie-Meno Kapa-Kingi – representing Te Kahu o Taonui Iwi Chairs (15 mins shared).
- Huhana Lyndon and Waihoroi Shortland representing Ngāti Hine (15 mins shared)

4 NGĀ KŌRERO A TE KAHIKA / MAYORAL ANNOUNCEMENTS

- Welcome to members, manuhiri/guests and acknowledge the parties outside of the room (supporters on all sides)
- Noted that the Memorial Hall is open and available to members of the public outside of Chambers who need seating and to use the restrooms.
- Acknowledged the presence of Security in/out of Chambers.
- Acknowledged the Media presence.
- Noted that 3 requests for deputations were received for this meeting:
 - Te Kahu o Taonui Iwi Chairs – accepted and confirmed (15 mins to be shared between Aperahama Edwards, Mane Tahere, Toa Faneva and)
 - Huhana Lyndon, Waihoroi Shortland – accepted and confirmed (15 mins)
 - Rowena Tana on behalf of Te Rūnanga o Ngāti Hine – declined (received outside of the 2 clear working day requirement)
- Noted that there is a Te Kūkupa Committee for Strategy, Policy and Regulations meeting at 10am.

- Thanked Te Kūkupa Chair Kelly Stratford and members for allowing this extraordinary meeting to take place before their meeting.
- Acknowledged Nyze Manuel and her role in coordinating community hubs and Civil Defence community response.
- Acknowledged Minister Mitchell for his support during recovery efforts.
- Introduced Kaiwhakawhiti Reo Māori Language Translator - Tākoha Ropati (*arrived 9:25 am*)
- Noted that the Council meeting will be livestreamed on the FNDC YouTube channel and reminded everyone that the microphones in chambers will pick up all sounds so to keep side chats and paper shuffling to a minimum.
- Noted that the Public Agenda is available on the FNDC Website
- Noted the fire evacuation process If the fire alarm is activated, and for all to leave via the nearest exit and head to the grassy area at the back of Memorial Hall. Wait there until the Head Warden gives the 'all clear' to return to the building.
- Pointed out the bathrooms are locations

5 NGĀ PŪRONGO / REPORTS

5.1 EXTERNAL APPOINTMENTS TO TE KUAKA COMMITTEE FOR MĀORI STRATEGIC RELATIONSHIPS

Agenda item 5.1 document number A5664706, pages 6 - 12 refers

RESOLUTION 2026/18

Moved: Cr John Vujcich
 Seconded: Cr Tāmami Rākena

That Council;

- a. Confirms the appointment of the following non-elected members to the Te Kuaka Committee for Māori Strategic Relationships:**
 1. **Mane Tahere, representing Te Kahu o Taonui;**
 2. **Wallace Rivers, representing Te Kahu o Taonui; and**
 3. **One (1) representative nominated by each of the following Hapū/Iwi entities that hold a signed Memorandum of Understanding with Council, should they choose to make a nomination:**
 - I. **Te Rūnanga o Whaingaroa**
 - II. **Te Rūnanga a Iwi o Ngāpuhi**
 - III. **Te Rūnanga o Te Rarawa**
 - IV. **Te Rūnanga o Ngāti Hine**
 - V. **Ngāti Rēhia**
 - VI. **Ngā Manga Atawhai – Te Roroa**
 - VII. **Whanaungatanga ki Taurangi (representing: Ngāti Kuri, Te Aupōuri, Ngāi Takoto); and**
 - VIII. **Te Whiu Hapū.**
- b. Confirms that all Iwi/Hapū representatives shall be formally appointed by Council resolution in accordance with clause 31 of Schedule 7 of the Local Government Act 2002, and shall have full speaking and voting rights as provided for in the Te Kuaka Committee Terms of Reference.**

In Favour: Crs Moko Tepania, Chicky Rudkin, Arohanui Allen, Ann Court, Felicity Foy, Hilda Halkyard-Harawira, Tāmami Rākena, Kelly Stratford and John Vujcich.

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Against: Cr Davina Smolders.

Abstained: Cr Rachel Baucke.

CARRIED

6 MEETING CLOSE

The meeting closed with a karakia at 10:27am.

The minutes of this meeting will be confirmed at the Extraordinary Council Meeting held on 29 April 2026.

.....
CHAIRPERSON

6 NGĀ PŪRONGO / REPORTS

6.1 PSYCHOACTIVE SUBSTANCES LOCAL APPROVED PRODUCTS POLICY REVIEW

File Number: A5658938

Author: Shayne Storey, Team Leader - Policy & Bylaws

Authoriser: Tammy Wooster, Group Manager Planning and Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is for Council, to approve that the Psychoactive Substances Local Approved Products Policy 2014 has been reviewed and should continue without amendment.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- On 20 May 2021, Council resolved that the Psychoactive Substances Local Approved Products Policy (the Policy) (Attachment 1) had been reviewed and should continue without amendment (2021/22, refers)
- The Policy is now due for review in May 2026
- There are currently no approved psychoactive products in New Zealand. Although a product can be approved at any time, current legislation makes approval unlikely
- The Policy aims to minimise the harm to the community caused by psychoactive substances by defining the permitted location of retail premises
- The Policy adheres to best practice evidence
- The Policy should continue without amendment.
- On 15 April 2026, Te Kūkupa Committee recommended to Council the Policy should continue without amendment.

Note: An approved product is defined as; a psychoactive product approved by the Authority under section 37 of the Psychoactive Substances Act 2013.

TŪTOHUNGA / RECOMMENDATION

That Council:

- Agree that the Psychoactive Substances Local Approved Policy has been reviewed.**
- Agree that the Psychoactive Substance Local Approved Policy 2014 should continue without amendment.**

1) TĀHUHU KŌRERO / BACKGROUND

The Psychoactive Substances Local Approved Products Policy (the Policy) (Attachment 1) was made in October 2014 utilising the Council's discretionary functions under section 66 of the Psychoactive Substances Act 2013.

The Policy is to be considered by the Psychoactive Substances Regulatory Authority when determining applications for licenses.

Under section 69 of the Psychoactive Substance Act 2013, the Policy must be reviewed every five years. The Policy is due for review by 20 May 2026.

The Psychoactive Substances Act 2013 does not prescribe the process for the review. The only requirement is to undertake the special consultative procedure under section 83 of the Local Government Act 2002 if amending or revoking the policy.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Council's role relating to psychoactive substances

The Council has little authority over the sale of psychoactive substances as outlined below:

- Psychoactive products approved by the Ministry of Health are a legal product.
- The regulation of retail premises selling psychoactive substances (including the location) is enforced by the NZ Police and the Ministry of Health.
- Licences are issued by the Psychoactive Substances Regulatory Authority.
- The Council has no role in issuing licenses or in enforcement.
- The Council cannot ban the sale of legally approved products.

Under sections 66 – 69 of the Psychoactive Substance Act 2013, a policy may address the following matters:

- the location of premises from which approved products may be sold by reference to broad areas within the district.
- the location from which approved products may be sold by reference to proximity to other premises from which approved products are sold within the district.
- the location of premises from which approved products may be sold by reference to proximity to premises or facilities of a particular kind or kinds within the district (for example, kindergartens, early childhood centres, schools, places of worship, or other community facilities).

The policy was developed in response to concerns raised regarding the sale of psychoactive substances by residents and community stakeholders, as well as advice from Police and Public Health.

Review findings

Staff have reviewed the Psychoactive Substances (Local Approved Products) Policy, the full research report is in Attachment 2. A summary is provided below.

It is not possible to review the effectiveness of the Policy as it has not had an opportunity to be put into effect due to the fact that there are no currently approved products.

No licence applications for retailing, manufacturing, or wholesaling products have been received by the Psychoactive Substances Regulatory Authority. Evidence from animal testing was prohibited in 2014. Therefore, the Regulatory Authority cannot approve or licence any product until an alternative to animal testing is available.

Alternatives are in development, including in vitro methods, using human cells and tissues, and advanced computer modelling techniques. Therefore, applications for approved products can still occur at any time. However, the Authority considers it highly unlikely that any products will be approved in the foreseeable future under current legislation.

The policy adheres to best practise evidence and meets current legislative requirements. The sensitive site definitions are in accordance with best practice and will likely be interpreted by the Authority as intended.

The policy refers to a job description (General Manager Environmental Management) that has been restructured (to General Manager District Services). However, under the Local Government Act 2002, schedule 7, clause 32 (3), the Chief Executive can delegate the functions of the General Manager Environmental Management regarding this policy to the General Manager District Services.

Any amendments to the policy, including minor amendments, or revocation, will need to undergo a special consultation procedure under section 83 of the Local Government Act 2002.

Option One: Status quo: The Policy stays in force with no changes (recommended option)

Policy follows best practice and meets current legislative requirements. Delegations are in place to ensure continued monitoring of policy implementation.

A product can be approved at any point in time.

Advantage and disadvantages of keeping the provisions of the policy

- Advantages
- A Policy is already in place if a product is approved requiring:
 - approved products to be restricted to commercial zones.
 - approved products not to be sold near sensitive sites, preventing the normalisation of psychoactive substances to children.
 - More cost effective in that there will be less consultation costs than if the Policy was revoked and a product was approved requiring a new policy in the future.

- Disadvantages
- Policy continues to have provisions that are unnecessary because there are no approved products.

Option Two: Revoke the Policy

As there are currently no approved products, the policy could be revoked, and a new policy developed if/when a product is approved. Developing a new policy takes 12 to 18 months.

Advantages and disadvantages of revoking the Policy

- Advantages
- Removing provisions that are unnecessary because there are no approved products.

- Disadvantages
- Extra consultation and resource costs in revoking and developing a new policy when a product is approved.
 - Risk of approved products being able to be sold at any location if a new policy is not developed in time.
 - Reputational risk as it may appear the Council is not being proactive in preventing community harm.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The policy adheres to best practise evidence. Therefore, the Policy is still the most appropriate way to address problems relating to the sale of approved psychoactive substances in the Far North District.

Next steps

If the Council agrees with the recommendation, that the Policy stays in force without amendment, no further actions are required.

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

No further actions are required. The cost of monitoring the implementation of the policy will be met from existing operating budgets.

ĀPITIHINGA / ATTACHMENTS

1. [psychoactive-substances-local-approved-products-policy-2014 \(1\) - A5592982](#)  
2. [Psychoactive Substances Policy-Research Report 2026 - A5593035](#)  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	As retaining the status quo will have little effect on ratepayers or level of service, the level of significance as determined by the <i>Significance and Engagement Policy</i> is low. Under the psychoactive Substances Act 2013, consultation is not required if the Policy continues without amendment.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The Psychoactive Substances Act 2013 sections 66-69 apply to the decision recommended in this report.
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.	As the recommendation is to maintain status quo, the Community Boards views have not been sought.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	This decision is not significant and does not relate to land and/or any body of 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).	Affected and interested parties were given an opportunity to share their views and preferences during the development of the Policy including: <ul style="list-style-type: none"> • community groups concerned with psychoactive substances. • Ngā Tai Ora – Public Health Northland. • Ministry of Health. • New Zealand Police.
State the financial implications and where budgetary provisions have been made to support this decision.	The cost of monitoring the implementation of the policy will be met from existing operating budgets.

Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.
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Psychoactive Substances (Local Approved Products) Policy (#3123)

Adopted: 30 October 2014

Background

A Local Approved Products Policy (LAPP) is a set of policy criteria and decisions made by Council in consultation with its community which may restrict the location of premises selling psychoactive products in its geographical area. This policy addresses community concerns regarding the location of premises selling psychoactive products, while meeting the statutory requirements of the Psychoactive Substances Act 2013 (the 'Act').

A LAPP provides the Psychoactive Substances Regulatory Authority ('Authority') with a policy framework when making decisions on licence applications to sell psychoactive products in the Far North.

Legislative Context

The LAAP policy framework enables the Authority to better meet the purpose of the Act, which states that "The purpose of this Act is to regulate the availability of psychoactive substances in New Zealand to protect the health of, and minimise harm to, individuals who use psychoactive substances".

Objectives

The purpose of this policy is to set a clear framework to be applied to all applications that the 'Psychoactive Substances Regulatory Authority' considers when granting licenses for premises that sell approved products in The Far North District.

The objectives of this policy are to:

- Minimise the harm to the community caused by psychoactive substances by defining the permitted location of retail premises.
- Ensure that Council and the community have influence over the location of retail premises in the District.

The policy applies to any application for licence as defined in the Act to sell approved products from a retail premise from the date that this policy comes into force

This policy does not apply to retail premises where internet sales only are made or to premises where the sale of approved products is by wholesale only.

The requirements of the Resource Management Act 1991, Hazardous Substances and New Organisms Act must be met in respect of any premises holding a licence.

Policies

1. This policy does not limit the number of retail premises or restrict the issue of licences, provided the policy criteria outlined below are met:
 - a. The location of retail premises from which approved products may be sold is restricted by this policy to locations within a commercial zone as designated in the District Plan.

- b. All retail premises from which approved products may be sold are not permitted within 100 metres of a sensitive site existing at the time the licence application is made (see Appendix 2); separation distances are measured from the legal boundary of each sensitive site.
 - c. Retail premises from which approved products may be sold are not permitted within 500 metres of other retail premises from which approved products may be sold; separation distances are measured from the legal boundary of the premise.
2. The General Manager Environmental Management will monitor the implementation of this policy. The policy will be reviewed every five years as required by the Psychoactive Substances Act 2013, or at the request of Council, or in response to changed legislative and statutory requirements, or in response to any issues that may arise.

Appendix – Definition of Terms

APPROVED LOCATION means an area where premises from which approved products may be sold are permitted to be located.

APPROVED PRODUCT means a psychoactive product approved by the Authority under Section 37 of the Act.

AUTHORITY means the Psychoactive Substances Regulatory Authority established by Section 10 of the Act.

CENTRAL BUSINESS DISTRICT (CBD) means the area of any town designated as CBD in the Proposed The Far North District Plan (or the resulting Operative District Plan).

CHILDCARE FACILITIES means premises (public and private) where children are cared for or given basic tuition and includes a crèche, day or after-school care, pre-school, kindergarten, kohanga reo or play centre. This term excludes a school.

EDUCATIONAL INSTITUTION means premises used to provide regular post-school education or vocational training; includes private tertiary establishments.

LICENCE means a licence, as defined by the Act.

MEDICAL CENTRES means premises providing services for essential physical and mental health and welfare, performed by duly qualified practitioners or by persons in their employ, for example, primary health providers (general practitioners).

PSYCHOACTIVE PRODUCT means a finished product packaged and ready for retail sale that is a psychoactive substance or that contains one or more psychoactive substance.

PSYCHOACTIVE SUBSTANCE means a substance, mixture, preparation, article, device, or thing that is capable of inducing a psychoactive effect (by any means) in an individual who uses the psychoactive substance

REGULATIONS means regulations made under the Act.

RETAIL PREMISES means premises for which a licence to sell by retail has been granted.

RETAILER means a person engaged in any business that includes the sale of approved products by retails.

SCHOOL means premises used to provide regular instruction or training of children including primary, intermediate and secondary schools, and their ancillary administrative, cultural, recreational or communal facilities.

SELL includes sold and sale. Includes every method of disposition for valuable consideration, for example:

- (a) offering or attempting to sell or giving in possession for sale, or exposing, sending, or delivering for sale, or causing or allowing to be sold, offered, or exposed for sale
- (b) retailing
- (c) wholesaling.

SENSITIVE SITE includes:

- (a) any library, museum, community hall or recreational facility
- (b) any place of worship, school, childcare facilities, or other educational institution
- (c) any premises occupied by a social welfare agency such as Work and Income or similar agency

- (d) pharmacies and medical centres
- (e) public parks, any District Court, Council owned public toilets and any bus stop where school children are picked up or dropped off
- (f) any property located in a residential zone as designated in the Far North District Plan
- (g) any marae.

THE ACT means the Psychoactive Substances Act 2013

Review Research Report

Psychoactive Substances Local Approved Products Policy April 2026

1 Purpose

To describe and discuss the review of the Psychoactive Substances Local Approved Products Policy (2014).

2 Context and Situation

Under section 69 of the Psychoactive Substance Act 2013, the Council's Psychoactive Substances Local Approved Products Policy 2014 (the Policy) must be reviewed every 5 years. The Policy is therefore now due for review. As per section 69 of the Psychoactive Substance Act 2013, "A local approved products policy does not cease to have effect because it is due for review or is being reviewed". The Council needs to decide whether the Policy is the most appropriate way to address problems relating to the sale of approved psychoactive substances in the Far North District.

2.1 Council's role relating to psychoactive substances

Psychoactive products approved by the Ministry of Health are a legal product. The regulation of retail premises selling psychoactive substances (including the location) is enforced by the NZ Police and the Ministry of Health. Licences are issued by the Psychoactive Substances Regulatory Authority (the 'Authority'). The Council has no role in issuing licenses or in enforcement. The Council cannot ban the sale of legally approved products.

Under sections 66 – 69 of the Psychoactive Substance Act 2013, the Council may have a policy relating to the sale of approved products in the Far North District. The policy may address the following matters:

- the location of premises from which approved products may be sold by reference to broad areas within the district
- the location from which approved products may be sold by reference to proximity to other premises from which approved products are sold within the district
- the location of premises from which approved products may be sold by reference to proximity to premises or facilities of a particular kind or kinds within the district (for example, kindergartens, early childhood centres, schools, places of worship, or other community facilities).

Under section 10 of the Local Government Act 2002, the purpose of local government is to "... promote the social, economic, environmental, and cultural wellbeing of communities, in the present and for the future". Psychoactive substances can cause harm to the wellbeing of communities through direct health effects on the user, but also indirectly, by impacting on the wellbeing of their families and the economy (increase in unemployment, increase in poverty). One way to prevent the future use of psychoactive substances is to denormalise drug use by preventing children and young people from being exposed to people using psychoactive substances.

3 Objectives

3.1 Purpose of review

To determine whether a policy is still the most appropriate way to address problems relating to the sale of approved psychoactive substances in the Far North District.

3.2 Review objectives

- To define psychoactive substance related problems in the Far North District that are within Council's function to control.
- To identify if a policy is still the most appropriate way to address the regulation of psychoactive substances in the Far North District.
- To identify if the Policy meets current legislative requirements.

4 Problem Definition

4.1 Scope

In scope

Problems relating to the location from which approved products may be sold within Far North District.

Note: An approved product is defined as; a psychoactive product approved by the Authority under section 37 of the Psychoactive substance Act 2013.

Out of scope

The importation, manufacture, sale, supply, or possession of a psychoactive substance including which substances are approved products as this is regulated by the Psychoactive Substances Act 2013.

4.2 Purpose of current Policy

The Psychoactive Substances Act was introduced in 2013 and allows for the sale of legally approved psychoactive substances in New Zealand. The policy was developed in response to concerns raised, regarding the sale of psychoactive substances, from residents, community stakeholders and with advice from Police and Public Health.

The Policy sets a clear framework to be applied to all applications that the 'Psychoactive Substances Regulatory Authority' considers when granting licenses for premises that sell approved products in the Far North District.

The objectives of the Policy are to:

- Minimise the harm to the community caused by psychoactive substances by defining the permitted location of retail premises.
- Ensure that Council and the community have influence over the location of retail premises in the district.

Following research, the Policy was deemed to be the most appropriate way to address problems relating to the sale of approved psychoactive substances in the far North District.

The policy regulates the following:

- The location of retail premises from which approved products may be sold is restricted to locations within a commercial zone as designated in the District Plan
- Retail premises from which approved products may be sold are not permitted within 500 metres of another retail premises from which approved products may be sold
- All retail premises from which approved products may be sold are not permitted within 100 metres of a sensitive site existing at the time the licence application is made.

Note: The extensive list of sensitive sites can be found within the Policy.

4.3 Other problems relating to psychoactive substances not currently controlled or addressed by the Policy

The Policy addresses all the matters which the Council may control under the Psychoactive Substances Act 2013.

Currently, there are no approved products available for sale, therefore there are no additional problems relating to psychoactive substances.

5 Review of Policy

As stated above, currently there are no approved products available for sale. No licence applications for retailing, manufacturing, or wholesaling products have been received by the Psychoactive Substances Regulatory Authority. Licences have been issued for research and import (for research purposes).

One of the main barriers to enabling an approved product is a 2014 amendment to the Act which prohibited considering evidence from testing on animals to approve a product. Therefore, the Psychoactive Substances Regulatory Authority cannot approve or licence any product until an appropriate alternative to animal testing is available. Alternatives being developed internationally include in vitro methods, using human cells and tissues, and advanced computer modelling techniques.

Applications for approved products can occur at any time.

It is not possible to review the effectiveness of the Policy as it has not had an opportunity to be put into effect.

However, the Policy adheres to best practice evidence in that the Policy

- Restricts access to our most vulnerable communities
 - easier access leads to increased use and harm
 - increased visualisation leads to increased uptake and normalisation
- Prevents clustering of retail premises. Clustering can lead to
 - an increase in other harm related activities in that area
 - a change of character of that particular area
 - increased harm due to price competition
 - people exhibiting antisocial behaviours congregating
- Restricts access to commercial zones which prevent harm by
 - having increased visibility with higher foot and vehicle traffic
 - having increased CCTV cameras
 - higher police and security presence
 - restricts availability in residential neighbourhoods.

Section 69 of Psychoactive Substances Act 2013 enables a policy to restrict retail premises at a broader scale and tied to a district plan zone such as a commercial zone. The operative district plan does not categorise commercial zones such as urban centres, local centres or convenience and service areas found within residential areas. Consequently, a retail premise could locate within a residential area and be contrary to the intent of the policy.

Most commercial zones within residential areas are occupied by dairies, petrol stations and small supermarkets. While there is ability for retail premises to establish within residential areas, restrictions on place of sale of psychoactive substances under section 52 of Psychoactive Substances Act 2013 prohibit psychoactive substances from being sold at a dairy, supermarket, liquor store or petrol station.

If legislation changes and/or psychoactive substances are approved, the policy could be amended to align with the proposed district plan (when adopted), which differentiates between urban commercial zones and local centre commercial zones.

The Policy meets current legislative requirements and there are no foreseeable amendments to legislation.

3

The Policy states that “the General Manager Environmental Management will monitor the implementation of this policy” (clause 2). This job description has since been restructured into the General Manager District Services. However, under the Local Government Act 2002, schedule 7, clause 32 (3), the Chief Executive can delegate the functions of the General Manager Environmental Management regarding this policy to the General Manager District Services.

It is not best practice to include job titles in a policy. During future reviews, if amendments are required, the component referring to the General Manager Environmental Management should be removed.

6 Discussion and Conclusion

The Policy has been developed and adopted to reduce community harm from the sale of psychoactive substances in the Far North District.

As there have been no approved products to date it is not possible to review the effectiveness of the policy.

While it is possible for a product to be approved at any time, the current ban on animal testing makes approvals unlikely to occur.

The Ministry of Health’s consolidated list of Local Approved Products Policies identifies 52 territorial authorities with a Psychoactive Substances Policy on record (city and district councils only — not regional councils). Based on the Ministry’s list and cross-checking against council websites, 15 councils have either never adopted one, have revoked one or have allowed one to lapse.

The policy adheres to best practise evidence.

Therefore, the Policy is still the most appropriate way to address problems relating to the sale of approved psychoactive substances in the Far North District.

6.2 REVENUE AND FINANCING POLICY AMENDMENT ADOPTION

File Number: A5658941

Author: Virginia Smith, Policy Advisor

Authoriser: Tammy Wooster, Acting Group Manager - Planning and Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

To adopt the procedural amendment to the Revenue and Financing Policy 2024 that enables the collection of development contributions under the Utu Whakawhanake Development Contributions Policy 2025, and to receive the analysis of submissions on the proposed amendment.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Under section 102(4) of the Local Government Act 2002 (LGA), Council's intention for collecting development contributions must be set out in the Revenue and Financing Policy as a funding tool
- On 7 October 2025 (2025/136, refers) Council adopted the Utu Whakawhanake Development Contributions Policy 2025, solidifying its decision to use development contributions as a funding tool for growth related capital expenditure¹
- On 11 December 2025 (2025/134, refers) Council adopted the public Consultation Document that proposed the procedural amendment to the Revenue and Financing Policy 2024 (RFP) to enable lawful collection of development contributions
- Public consultation on the proposed amendment was held between 19 January and 15 February 2026
- 64 written submissions were received on the proposed Revenue and Financing Policy 2024 amendment; no verbal submissions were requested
- 50 submitters (78.1%) support the proposed wording to reinstate the collection of development contributions
- Of the 14 "Other" responses, one explicitly opposed enabling development contributions, some suggested alternative or suspension wording, and others raised broader issues such as affordability, exemptions and accessibility that were out of the scope for this consultation
- Staff have completed an analysis of submissions and recommend the proposed amendment without changes.
- Information to support Council's decision-making processes, legislative, policy, and strategic context for the publicly consulted amendment to the Revenue and Finance Policy can be found in the Revenue and Financing Policy Amendment agenda item and attachments, presented to and determined by Council at its 11 December 2025 Ordinary Council Meeting²
- This report provides an overview of the Submission Analysis Report (**Attachment 1**).
- On 15 April 2026, Te Kūkupa Committee³ passed a resolution to send the recommendations contained in this report for Council consideration and determination.

TŪTOHUNGA / RECOMMENDATION

¹ Far North District Council. (7 October 2025). Agenda report item 6.2 on *Utu Whakawhanake Development Contributions Policy – Analysis of Submissions – Adoption of Policy*. [Extraordinary Council Meeting minutes]. Far North District Council. [Infocouncil](#).

² Far North District Council. (11 December 2025). Agenda report item 7.1 on *Revenue and Financing Policy Amendment*. [Council Meeting

³ 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.

That Council:	
a)	adopt the Revenue and Financing Policy 2024 Amendment – Submissions Analysis Report in Attachment 1.
b)	Adopt the amendment to the Revenue and Financing Policy 2024 as set out in Attachment 2.
c)	Resolve that the amended Revenue and Financing Policy 2024 takes effect from 1 May 2026.
d)	Authorise the Chief Executive to make any necessary minor drafting or presentation amendments to the Revenue and Financing Policy 2024 to correct errors or omissions, or to reflect the decisions made by Council prior to final publication and public release.

1) TĀHUHU KŌRERO / BACKGROUND

The Local Government Act 2002 (LGA) mandates that all statutory funding mechanisms, including development contributions (section 103(2)(g) LGA), be clearly identified in the Council’s Revenue and Financing Policy (RFP). The current RFP, adopted in June 2024, outlines various funding sources but currently suspends the collection of development contributions, except for legacy consents and development contributions collected through development agreements.

To implement the new UWDCP, set to commence on 1 July 2026⁴, an amendment to the RFP is legally necessary. Failure to amend the RFP exposes Council to potential legal risks and growth-related capital works infrastructure funding shortfalls.

On 11 December 2025 Council adopted the consultation document that proposed the procedural amendment to the RFP.

Public consultation was held between 15 January and 19 February 2026. This report provides the results and analysis of that consultation with recommendations.

For completeness and to avoid duplication, all supporting evidence to justify Council’s decision to make the amendment to the RFP were provided to Council at its the 11 December 2025 Council meeting⁵. The amendment to the RFP aligns with legislative requirements and helps maintain the integrity of the Council’s financial framework.

Below is a comprehensive timeline of the Revenue and Financing Policy (Table 1).

Table 1: Revenue and Financing Policy Timeline

Far North District Council – Revenue and Financing Policy timeline	
Date	Event
2012 -2015	The Revenue and Financing Policy (RFP) was maintained and updated for clarity and funding changes as part of the 2012 – 2022 Long Term Plan.
2015	At the review of the 2015 LTP cycle, Council suspended the charging of new development contributions, maintaining them only for consents already granted. The RFP text was amended to reflect this suspension. ⁶
2018	Council reviewed the RFP as part of the 2018 Long Term Plan update. Changes were made but only to realign it to legislative requirements.
12 March 2024	Draft changes were presented to Council addressing the evolving funding principles and public feedback in anticipation of the 2024 Long Term

⁴ As per the decision of Council to change the UWDCP commencement date from 29 May 2026 to 1 July 2026.

⁵ Far North District Council. (11 December 2025). Agenda report item 7.1 on Revenue and Financing Policy Amendments – *Att 1 Supporting Report Revenue and Financing Policy proposed amendment 2025*. [Council Meeting Agenda]. Far North District Council. [Infocouncil](#)

⁶ Far North District Council. (2015). [Far North District Council Long Term Plan 2015 – 2015](#). [Council public website]. Far North District Council.

	Plan. ⁷ The RFP amendments were endorsed as part of Te Pae Tata Long Term Plan 2024-2027. ⁸
26 June 2024	The RFP was adopted ⁹ as part of the Te Pae Tata Long Term Plan 2024 - 2027 ¹⁰ . It continued the suspension of development contributions for new consents but updated its provisions in anticipation of statutory reforms.
14 November 2024	Council undertook a review ¹¹ of its Development Contributions Policy to consider collection reactivation. At that same meeting Council determined to draft a new development contributions policy and reinstate the collection of development contributions to help fund its Capital expenses. ¹²
July 2025	The Draft UWDCP was adopted by Council for statutory public consultation process. ¹³
7 October 2025	Council adopted the UWDCP 2025 with Council resolving a May 2026 commencement date. ¹⁴
October 2025	Staff commenced work on the procedural RFP amendments required to enable lawful collection of development contributions from 1 July 2026.
11 December 2025	Public consultation process and proposed amendments to the RFP adopted. ¹⁵
19 January – 15 February 2026	Public consultation period.
1 April 2026	Council re-evaluates the UWDC commencement date and determines to move it from 29 May 2026 to 1 July 2026 to ensure policy implementation readiness.
15 April 2026	Submission Analysis report, and recommendations presented to Te Kūkupa Committee for consideration and scrutiny. Te Kūkupa committee tautoko / support the recommendations and direct staff to send to Council for final adoption consideration and determination.
29 April 2026	Council considers the submission analysis, and amendments to the Revenue and Financing Policy 2024 before making the final determination of whether to adopt the amendments or not.

⁷ Far North District Council. (12 March 2024). *Agenda report item 5.1 on Adoption Long Term Plan 2024-2027 Information and Consultation Documents*. [Council Meeting Agenda]. Far North District Council. [Infocouncil](#)

⁸ Far North District Council. (11 April 2024). Confirmation of Meeting Minutes held on 12 March 2024. *Resolution 2024/30 on the Adoption of the Revenue and Financing Policy*. [Council Meeting minutes]. Far North District Council. [Infocouncil](#).

⁹ Far North District Council. (11 July 2024). Confirmation of Meeting Minutes held on 26 June 2024. *Resolution 2024/97 on the Adoption of the Long Term Plan 2024- 2027*. [Council Meeting minutes]. Far North District Council. [Infocouncil](#).

¹⁰ Far North District Council. (26 June 2024). *Agenda report item 6.2 on Adoption of the Long Term Plan 2024 – 2027*. [Council Meeting Agenda]. Far North District Council. [Infocouncil](#).

¹¹ Far North District Council. (14 November 2024). *Agenda report item 6.3 on Review of Development Contributions Policy*. [Council Meeting Agenda]. Far North District Council. [Infocouncil](#).

¹² Far North District Council. (12 December 2024)). Confirmation of Meeting Minutes held on 14 November 2024. *Resolution 2024/158 on Review of Development Contributions Policy*. [Council Meeting minutes]. Far North District Council. [Infocouncil](#).

¹³ Far North District Council. (28 August 2025)). Confirmation of Meeting Minutes held on 31 July 2025. *Resolution 2025/94 on Development Contributions Policy - Statement of Proposal*. [Council Meeting minutes]. Far North District Council. [Infocouncil](#).

¹⁴ Far North District Council. (7 October 2024). *Agenda report item 6.2 on Utu Whakawhanake Development Contributions Policy – Analysis of Submissions – Adoption of Policy*. [Council Meeting Agenda]. Far North District Council. [Infocouncil](#). NOTE: The commencement date was later changed to 1 July 2026 as per Council's decision at its 1 April 2026 Council Meeting.

¹⁵ Far North District Council. (11 December 2025). *Agenda report item 7.1 on Revenue and Financing Policy Amendments*. [Council Meeting Agenda]. Far North District Council. [Infocouncil](#)

This report presents the Revenue and Financing Policy 2024 submission analysis, and corresponding recommendation for Council to adopt the amended Revenue and Financing Policy 2024.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Results from public consultation held between 19 January and 15 February 2026.

Method and Scope used

Percentages below are calculated from the submitter response field “we would like to know whether you:

- Option 1: Yes, I support the proposed wording” as support, and
- Option 2: “Other” as not-support / does not support / unclear.

“Out of scope” is assessed as the response did not provide alternative wording or did not speak to the amendment directly.

RESULTS:

Council received **64 submissions** during the consultation period. The responses were:

50 submitters (78.1%) answered “Yes” indicating they support the proposed amended wording.

14 submitters (21.9%) selected “Other”.

Among the 14 submitters who selected “Other”:

1 submitter (Submitter 55) explicitly stated opposition to the amendment, representing 1.6% of total submissions.

3 submitters (Submitters 7, 42, 43) expressed concerns about the impacts of reinstating development contributions, representing 4.7% of total submissions.

8 submitters (Submitters 19, 20, 26, 28, 63, 65, 66) suggested alternative wording or changes to the RFP text, representing 12.5% of total submissions.

2 submitters (Submitters 62, 64) raised matters that were assessed as out of scope of this wording amendment, representing 3.1% of total submissions.

A detailed breakdown of submitters by theme is provided in Attachment 1 and in Table 2 for quick reference.

Table 2: Support for the proposed Revenue and Financing Policy Amendment

Theme	Submitter IDs	Count	%	Notes
Theme 1: Yes – Support	1, 2, 3, 4, 5, 6, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 22, 23, 24, 25, 27, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 58, 59, 60,61	50	78.1%	All “Yes” responses
Theme 2: Other – Concerns about Impacts	7, 42, 43	3	4.7%	Developer concerns
Theme 3: Other – Alternative Wording	19, 20, 21, 26, 28, 63, 65, 66	8	12.5%	In conflict with Council’s previous decisions

Theme 4: Other – Explicit opposition	55	1	1.6%	Opposes amendment itself
Theme 5: Out of Scope	62, 64	2	3.1%	Accessibility, broader policy
TOTAL		64	100%	

Out of Scope within non-support for the proposed amended wording

Within the 14 ‘Other’ submissions 57.2% (8 of 14) were assessed as out of scope because they address matters beyond the specific wording amendment that was subject of consultation. These submissions primarily discussed the substantive provisions of the UWDCP itself, such as exemptions to Māori land, concerns about housing affordability, and broader funding strategy matters. These issues had been addressed through the comprehensive consultation process that occurred for the draft UWDCP during August 2025. This consultation attracted 257 submissions and resulted in the adoption by Council of that Policy.

General Feedback

The consultation on the proposed RFP amendment drew submissions that reflected strong support for the amended wording, with many submitters recognising the importance of clear, unambiguous policy language that accurately reflects Council’s decision to reinstate development contributions. A smaller portion of submissions raised concerns about the implications of reinstating development contributions that were determined to be out of scope or suggested alternative wording approaches that contradicted Council’s position.

KEY THEMES

Theme 1: Strong support and clarity:

Many submitters welcomed the clearer language of the proposed amendment and supported the principle that “growth pays for growth”, citing fairness to existing ratepayers and the need to fund growth-related infrastructure.

Recommendation: No changes to the proposed wording are recommended in response to submissions supporting the clarification. The level and quality of support demonstrates that the proposed wording meets its intended purpose.

Theme 2: Concerns about impacts:

“Other” submitters raised concerns about development viability, affordability, treatment of Māori land, and infrastructure delivery sequencing. These matters were considered and determined by Council through the 2025 special consultation process on the draft UWDCP. These submission points were assessed as being out of scope of this consultation process.

“New builds already pay enough with the numerous consultants that they are now required to engage, even before committing to a new build. This puts enormous financial stress, and risk on the person building. The rates should be covering all current and future infrastructure, not requiring developers to pay for it” – Submitter 7

“This is a double dipping tax that will see section prices rise as developer pass on costs to people that will be paying rates anyway.” – Submitter 42

Recommendation: No changes to the proposed wording are recommended. The concerns raised, while sincerely held, were addressed through the comprehensive Development Contributions Policy consultation and adoption process.

Theme 3: Alternative wording requests:

Some “Other” submitters either supported retaining the current wording or proposed wording that would also continue the suspension of development contributions and add aspirational objectives. The retention of current wording or alternative wording would contradict the decision of Council to reintroduce development contribution collection under the UWDCP and not appropriate content for a technical funding policy.

“use the old wording” – Submitter 19

“The council will continue to suspend the charging of development contributions for this LTP period while prioritising efficient infrastructure delivery, affordability, and growth-enabling policies. Outstanding contributions charged prior to the suspension of the 2015 Development Contributions Policy will continue to be received.” – Submitters 63, 65 and 66

Recommendation: No changes to the proposed wording are recommended. The alternative wording suggested would contradict Council’s adopted policy and introduce inappropriate content into the Revenue and Financing Policy.

Theme 4: Opposition to Enabling Development Contributions

One submitter explicitly opposed the amendment based on not wanting the Council to collect or implement the newly adopted UWDCP.

“I do not support amending the Finance and Revenue Policy because the amendments effect is to enable Development Contributions-.” – Submitter 55

Recommendation: No changes to the proposed wording are recommended. The fundamental policy decision has been made through an appropriate process, and this amendment appropriately implements that decision.

Theme 5: Submissions Outside Consultation Scope

Many of the “Other” submissions addressed matters outside the scope of this consultation. A detailed submission on accessibility, universal design, and disability impacts are acknowledged in the analysis report (**Attachment 1**); however, the matters raised were identified as being operational in nature, with the analysis report recommending having these matters referred to relevant operational teams rather than altering the RFP wording.

Recommendation: No changes to the proposed wording are recommended. The important perspectives raised should be addressed through appropriate operational channels rather than through amendment to the Revenue and Financing Policy wording.

OPTIONS

OPTION	ADVANTAGES	DISAVANTAGES
<p>1. Status quo (retain current wording and maintain suspension of development contributions)</p>	<ul style="list-style-type: none"> No change required 	<ul style="list-style-type: none"> Contradicts Council’s resolution to adopt the UWDCP 2025 Creates legal uncertainty and ambiguity about Council’s ability to collect development contributions under the UWDCP 2025 Prevents implementation of UWDCP 2025

		<ul style="list-style-type: none"> Undermines the consultation processes and strong support for reinstating development contributions as a funding mechanism.
<p>2. Adopt the amended wording as proposed (Recommended Option)</p>	<ul style="list-style-type: none"> Accurately reflects Council's adopted policy position to reinstate development contributions under the UWDCP 2025 Supported by 50 of 64 submitters (78.1%), demonstrating strong public confidence that the wording is appropriate and reaffirming support for Council's decision to reinstate development contributions Removes ambiguity in the current RFP wording and provides clarity and certainty for developers, ratepayers, and staff Enables implementation of the UWDCP 2025 from 1 July 2026 Achieve statutory compliance by clearly identifying development contributions as a funding mechanism under the LGA. 	<ul style="list-style-type: none"> Does not address all submitter concerns, although most of those concerns relate to matters outside the scope of this wording amendment Opposed by one submitter (1.6% of submissions).
<p>3. Adopt alternative wording as suggested by some submitters</p>	<ul style="list-style-type: none"> Addresses concerns of a small number of submitters who sought alternative or suspension wording. 	<ul style="list-style-type: none"> Contradicts Council's previous decision to reinstate development contributions as a funding tool through the UWDCP 2025 Creates confusion between the RFP and UWDCP 2025 and would not align to statutory direction or best practice for financial policies under the LGA. Introduces inappropriate aspirational content into technical funding policy Would require re-consultation.

Staff recommend OPTION 2 – Adopt the amended wording as proposed.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The recommendation to adopt the amended wording as proposed (Option 2) is supported by the following key factors:


- **Strong Public support:** 50 of 64 submitters (78.1%) explicitly supported the proposed wording, with only 1 submitter (1.6%) opposing the amendment itself, as detailed in Attachment 1
- **Policy Coherence:** The amended wording accurately implements Council's 7 October 2025 decision to adopt the UWDCP 2025 and removes the contradiction between the current RFP wording that signals suspension and Council's actual position to reinstate development contributions
- **Legal Clarity:** The amendment provides a clear, unambiguous policy foundation for charging development contributions as directed under sections 102 and 103 of the LGA, reducing the risk of challenge and providing certainty for all stakeholders
- **Appropriate Scope:** Substantive matters relating to the design and application of development contributions were considered through the August 2025 special consultative process on the draft UWDCP 2025; this amendment appropriately focuses on implementing that decision through the RFP
- Making changes to accommodate concerns raised in the submissions would be inappropriate.

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

Adopting the amendment to the RFP has no direct cost implications. The amendment is a procedural change that enables the implementation and collection of development contributions under the UWDCP 2025, which will create a new revenue stream to offset the infrastructure required to support growth.

If the amendment were not adopted, growth related infrastructure would need to be funded through alternative mechanisms such as rates or debt, which is inconsistent with the Council's "growth pays for growth" approach signalled through the UWDCP 2025 and the Long Term Plan.

ĀPITIHINGA / ATTACHMENTS

1. **Att 1 Revenue and Financing Policy 2024 Amendment Submission Analysis - A5599802** [↓](#) 
2. **Att 2 Clean version of amended Revenue and Financing Policy 2024 - A5469062** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	The amendment has been assessed under the Significance and Engagement Policy as medium significance. A section 82 LGA consultation process was undertaken to ensure appropriate public engagement.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Local Government Act 2002 – legal compliance Revenue and Financing Policy 2024 – Statutory Policy Utu Whakawhanake Development Contributions Policy 2025 – Statutory Policy Te Pae Tata – Three Year Long Term Plan – Financial Strategy Annual Plan – forecasting and budgeting adjustments Infrastructure Plan.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board’s views have been sought.	The amendment has District-wide relevance, enabling development contributions across all identified growth areas. Community Board views were not specifically sought as this is enabling policy amendment implementing an already adopted policy.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Māori and Hapū/Iwi were given opportunity to contribute during consultation of the Utu Whakawhanake Development Contributions Policy 2025 in mid-2025. That policy includes exemptions for residential development on Māori land (as defined under Te Ture Whenua Māori Act 1993) in recognitions of the unique legal status and barriers to development of such land titles. This Revenue and Financing Policy amendment enables implementation of that adopted policy and does not alter those provisions.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to	All ratepayers and developers in the Far North District are potentially affected. Public consultation under section 82 LGA was undertaken, generating 64

<p>their views or preferences (for example – youth, the aged and those with disabilities).</p>	<p>submissions that have been analysed and responded to in this report and Attachment 1.</p>
<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>No additional budget required for the policy amendment itself. Revenue implications of development contributions will be reflected in the Long Term Plan financial forecasting.</p>
<p>Chief Financial Officer review.</p>	



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

HE ARA TĀMATA
CREATING GREAT PLACES
Supporting our people

Revenue and Financing Policy 2024 Amendment

ATT 1: Submissions Analysis

February 2026

Executive Summary

- 64 written submissions were received on the proposed Revenue and Financing Policy 2024 amendment
- 50 submitters (78.1%) supported the proposed wording to reinstate the collection of development contributions.
- 3 submitters raised concerns about affordability and development impacts; 8 suggested alternative or retaining suspension wording; 2 raised broader accessibility / equity issues; 1 opposed enabling the collection of development contributions.
- Issues about contributions levels, exemptions, affordability, and wider funding strategy related to the Utu Whakawhanake Development Contributions Policy and Council's overall financial strategy, not the narrow scope of the RFP wording change.
- Staff consider the amended wording clear, legally robust, and aligned with Council's October 2025 decision, and recommend adoption without substantive change, with any minor drafting refinements delegated to the Chief Executive.

Purpose

Council received 64 written submissions on the proposed amendment to the Revenue and Financing Policy 2024 (RFP). No verbal submissions were requested. This public consultation was held between 19 January – 15 February 2026.

The public consultation sought feedback on changing the RFP proposed wording amendment to enable the reinstatement of development contribution collection under the Utu Whakawhanake Development Contributions Policy 2025 (UWDCP). The purpose of this report is to analyse the submissions received, present recommendations, and support Council's decision-making.

Background

The Local Government Act 2002 (LGA) mandates that all statutory funding mechanisms, including development contributions (section 103(2)(g) LGA), be clearly identified in the Council's Revenue and Financing Policy (RFP). The current RFP, (adopted in June 2024), outlines various funding sources but currently suspends the collection of development contributions, except for legacy consents and development contributions collected through development agreements.

To implement the new UWDCP set to commence on 1 July 2026, an amendment to the RFP is legally necessary. Failure to amend the RFP exposes the Council to potential legal risks and growth-related capital works infrastructure funding shortfalls.

At its 11 December 2025 Council meeting, Council adopted the consultation document that proposed the procedural amendment to the RFP.

The current RFP wording is:

“While the council has resolved to continue to suspend the charging of development contributions for this LTP. Outstanding contributions charged prior to the suspension of the 2015 Development Contributions Policy will continue to be received.”

The proposed amended wording is:

“The council has resolved to reinstate the charging of development contributions for this LTP. Outstanding contributions charged prior to the suspension of the 2015 Development Contributions Policy will continue to be received”.

The public were asked whether they supported the proposed amendment or had suggestions for alternative wording. The consultation material made clear that feedback should relate to the amended policy amendment wording, not the substantive provisions of the UWDCP.

Summary of Submissions

Council received **64 submissions** during the consultation period. The responses were:

- **50 submitters** (78.1%) answered “Yes” indicating they support the proposed amended wording.
- **14 submitters** (21.9%) selected “Other”

Among the 14 submitters who selected “Other”:

- **1 submitter** (Submitter 55) explicitly stated opposition to the amendment, representing 1.6% of total submissions
- **3 submitters** (Submitters 7, 42, 43) expressed concerns about the impacts of reinstating development contributions, representing 4.7% of total submissions
- **8 submitters** (Submitters 19, 20, 26, 28, 63, 65, 66) suggested alternative wording or changes to the RFP text, representing 12.5% of total submissions
- **2 submitters** (Submitters 62, 64) raised matters that were assessed as out of scope of this wording amendment, representing 3.1% of total submissions.

Among the 14 “Other” responses, some submissions also raised wider issues such as exemptions to Māori land, housing affordability, and the broader funding strategy, which were considered through the earlier consultation on the draft UWDCP.

Table 1: Support for the proposed Revenue and Financing Policy Amendment

Theme	Submitter IDs	Count	%	Notes
Theme 1: Yes – Support	1, 2, 3, 4, 5, 6, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 22, 23, 24, 25, 27, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 58, 59, 60,61	50	78.1%	All “Yes” responses
Theme 2: Other – Concerns about Impacts	7, 42, 43	3	4.7%	Developer concerns
Theme 3: Other – Alternative Wording	19, 20, 21, 26, 28, 63, 65, 66	8	12.5%	In conflict with Council’s previous decisions
Theme 4: Other – Explicit opposition	55	1	1.6%	Opposes amendment itself
Theme 5: Out of Scope	62, 64	2	3.1%	Accessibility, broader policy
TOTAL		64	100%	

General Feedback

Most submitters supported the proposed wording and recognised that the amendment is necessary to enable Council to legally collect development contributions under the UWDCP. A smaller number raised concerns about the impacts of development contributions or proposed alternative wording approaches.

This report summarises the key themes from submissions, provides staff analysis, and sets out recommendations for Council consideration.

Theme 1: Support For Clarified and Strengthened Wording

Submissions Received

50 submissions expressed clear support for the proposed wording. Submitters valued the clear statement that Council resolved to reinstate development contributions and the removal of confusing language.

Examples include:

- **Submitter 25:** “Good to see it CLEARLY WRITTEN IN ENGLISH!”
- **Submitter 44:** “Wholeheartedly agree with Proposed Wording.”
- **Submitter 2:** “Just get on with it!!!”
- **Submitter 49,** who noted: “We never should have suspended development contributions in the first place. The council may not be able to raise rates in the future if

central government has their way so we need to ensure new developments contribute to the increased infrastructure costs they bring.”

Other submitters provided substantive rationale for supporting the wording change.

Submitter 11 explained the fundamental fairness underpinning development contributions, drawing on extensive experience with Auckland Council:

“Development contribution is to focus the additional costs of infrastructure load on the new users. Users should pay for the services they receive. Otherwise, you are loading the additional cost on legacy users who have already paid their share. The developers are the people being subsidised by the ratepayers. I worked at Auckland Council for 25 years and saw the avoided deferred overheads morph into huge rate increases in later years fall on unrelated users, and developers benefit hugely from development that they made massive profits from.”

Submitter 40, a retired geotechnical engineer with over 40 years of experience in subdivision development, provided professional support for the policy change:

“As a retired Consulting Geotechnical Engineer who has worked on many large & small scale subdivisions over 40+ years, I support the charging of development contributions so as to assign the indirect societal costs where they belong. I do however, wonder if there should not be a stated commencement date in the wording.”

Submitter 48 addressed the broader accountability benefits of the wording change:

“I believe that the word change will put responsibility back onto those businesses that create the need for more infrastructure. This type of impact should be included as a required report at resource consent stage. Many businesses use the s91 RMA clause to apply for smaller building permits when in fact they are part of a larger building project and therefore can apply the non-notification clause and this doesn't trigger the requirement to do a CIA or SIA. So I believe the word change to be fair in terms of putting responsibility back on those creating the extra spending and which ultimately is on ratepayers.”

Staff Analysis

The strong level of support (**78.1%**) for the proposed amended wording indicates public confidence that the wording change appropriately reflects Council's policy direction and provides clarity about the status of development contributions in the Far North District. Submitters clearly understood that the amendment serves an enabling function, allowing Council to implement the UWDCP that was adopted following a comprehensive consultation in August 2025.

The current wording in the RFP contains internal inconsistencies. It states that “the council has resolved to suspend” development contributions while simultaneously acknowledging ongoing collection of contributions from pre-2015 consents. This creates confusion about Council's actual position and undermines the effectiveness of the RFP as a strategic

document. The proposed amended wording eliminates this ambiguity by clearly stating Council's decision to reinstate charging.

The suggestion by **Submitter 40** regarding including a commencement date in the wording has merit from a transparency perspective. However, the commencement date for the UWDCP is established in that policy itself (1 July 2026) and does not need to be duplicated in the RFP. The RFP serves as an enabling document that provides for development contributions as a funding mechanism, while the specific operational details including commencement dates are appropriately contained in the UWDCP itself. This approach maintains clarity in the policy hierarchy and avoids potential inconsistencies if the dates were stated in multiple documents.

Theme 1 Staff Recommendation

Council Staff recommend no changes to the proposed amended wording in response to submissions supporting the clarification. The level and quality of support demonstrates that the proposed wording effectively communicates Council's policy position and provides the necessary clarity for stakeholders.

Theme 2: Concerns About Development Contribution Impacts

Submissions Received

Some submitters who selected "other" in the survey, raised concerns about the broader implications of reinstating development contributions, though these concerns related primarily to the substance of the UWDCP rather than the specific RFP wording amendment that was subject of this consultation.

Submitter 7 expressed concern about the cumulative financial burden on developers:

"New builds already pay enough with the numerous consultants that they are now required to engage, even before committing to a new build. This puts enormous financial stress, and risk on the person building. The rates should be covering all current and future infrastructure, not requiring developers to pay for it."

Submitter 42 was concerned about the affordability of section prices stating:

"This is a double dipping tax that will see section prices rise as developer pass on costs to people that will be paying rates anyway."

Submitter 43 indicated they had previously been charged development contributions and expressed confusion about whether they would face additional charges.

While **Submitters 63, 65, and 66** are grouped under Theme 3 for their alternative wording suggestions, their submissions also raised concerns about housing affordability, equal treatment, and transitional provisions which relate to the theme and are included for completeness. Key concerns raised included:

- That poorly structured contributions could slow growth and reduce housing supply (**Submitters 63, 65**)
- Questions about equal treatment regarding exemptions for Māori land status (**Submitters 63,64,65,66**)

- Suggestions that charges should be suspended while infrastructure delivery is prioritised (**Submitters 63, 65, 66**)

Staff Analysis

The concerns raised by these submitters largely address matter that were within the scope of the consultation on the draft UWDCP, which occurred in August 2025 and generated 257 submissions. That consultation process specifically sought feedback on matters including:

- The quantum and structure of development contribution charges
- Exemptions and the fact that the UWDCP does not provide remissions, including the policy decision to exempt residential development on Māori land
- Transitional arrangements and the commencement date
- The impact of development contributions on housing affordability and development viability

Council considered these matters in detail when adopting the UWDCP on 7 October 2025, making amendments to address submitter concerns including bringing the commencement date forward to 29 May 2026 to ensure that it was operative before the notified District Plan came into effect, and clarifying the land-status basis for Māori land exemptions.

Since the UWDC adoption, Council determined to re-evaluate the commencement date of the policy. At its 1 April 2026 Council Meeting, Elected Members were provided an implementation readiness report from staff. On the advice received, Elected Members determined to change the commencement date from 29 May 2026 to 1 July 2026.

The current consultation specifically asked for feedback on the proposed wording amendment to the RFP. The consultation materials clearly indicated that this was a procedural amendment to enable the implementation of the already adopted UWDCP. The scope of this consultation was therefore limited to whether the proposed words accurately and appropriately reflect Council's decision to reinstate development contributions.

Matters relating to the substantive provisions of the UWDCP itself, including charge levels, exemptions, and broader funding strategy, are outside the scope of this amendment consultation. These matters were thoroughly canvassed in the earlier, more extensive consultation process and are reflected in the adopted policy.

The suggestion by **Submitters 63, 65, and 66** for alternative wording that would “continue to suspend” development contributions while “prioritising efficient infrastructure delivery” represents a fundamental policy reversal than a wording refinement. That decision was made following the comprehensive consultation and analysis of the UWDCP. The purpose of the RFP amendment is to enable implementation of that decision, not to revisit the policy choice itself.

Regarding concerns about equal treatment and exemptions raised by **Submitters 63, 64, 65, and 66**:

The UWDCP provides exemptions based on the legal status of the land as defined under Te Ture Whenua Māori Act 1993, not on the ethnicity of applicants, this matter was

comprehensively addressed under **clause 34.4** of the UWDCP. This land-status based approach was confirmed as legally sound during the UWDCP development process and aligns with section 102(3A) of the LGA, which requires development contributions policies to support the Preamble of Te Ture Whenua Māori Act 1993. The RFP amendment does not alter or affect these provisions.

Theme 2 Staff Recommendation

Council staff recommend no changes to the proposed amended wording in response to these submissions. The concerns raised, while sincerely held, relate to matters outside the scope of this consultation and were addressed through the section 83 LGA special consultation process that occurred prior to Council adoption of the UWDCP 2025.

Theme 3: Request For Alternative Wording

Submissions Received

Eight submitters who selected “Other” provided specific suggestions to change the proposed wording, or to retain or refine the existing RFP text. These submissions focussed on clarity, signalling, language, and the relationship between the RFP and Council’s wider policy position on development contributions.

Submitter 28 expressed concern that “the wording used have two meanings,” and considered the transition from ‘suspend’ to ‘reinstate’ unclear without further explanation.

Submitter 19 requested that Council “use the old wording,” signalling a preference to retain the current RFP text that continues the suspension of development contributions collection for this Long Term Plan period.

Submitter 21 suggested a technical refinement to the second sentence to improve clarity around outstanding contributions, stating that adding words such as ‘continue to be payable’ would better express the intention that pre-2015 charges remain due.

Submitters 63, 65 and 66 proposed identical alternative wording:

“The Council will continue to suspend the charging of development contributions for this LTP period while prioritising efficient infrastructure delivery, affordability, and growth-enabling policies. Outstanding contributions charged prior to the suspension of the 2015 Development Contributions Policy will continue to be received.”

These submitters argued that this wording would better reflect a cautious approach, signal Council’s broader strategic intentions, and avoid reinstating charges ahead of perceived progress on infrastructure delivery and affordability.

Submitter 20 raised concerns about the use of te reo Māori in the UWDCP title, stating: “*using Maori in the titles does not help anyone to understand what it is.*” and requesting a clearer English description of development contributions. **Submitter 26** similarly commented that ‘*one language everybody understands only . problems happen when direct translation is ambiguous*’, highlighting concerns about potential confusion arising from bilingual or translated wording.

Staff Analysis

Taken together, the submissions under this theme fall into three main strands:

1. Requests to retain or restate existing suspension of development contributions,
2. Suggested technical refinements to the proposed text, and
3. Concerns about language and the accessibility of policy wording.

Requests to ‘use the old wording’ or to ‘continue to suspend’ development contributions (**Submitters 19, 63, 65, 66**) would have the effect of reversing Council’s adopted policy directions rather than refining the expression of that direction. Council resolved on 7 October 2025 to adopt the UWDCP 2025 and to commence charging development contributions from 29 May 2026, this date has since been reconsidered and changed by Council at its 1 April Council meeting. The RFP must accurately record that decision and enable its implementation. Retaining the current RFP wording, which signals suspension, or adopting alternative wording that continues the suspension, would create direct conflict between the RFP and the UWDCP as well as introduce legal compliance issues along with policy uncertainty.

The suggested technical refinement from **submitter 21**, to clarify that outstanding contributions ‘continue to be payable’, is consistent with Council’s intent and could be addressed as a minor drafting improvement if Council wishes.

The substantive effect of the second sentence in the proposed wording is already that pre-2015 development contributions remain receivable, and this is supported by the existing practice of continuing to collect those charges. Staff consider that any additional wording should be treated as a minor presentational change rather than a policy change and, if adopted, could be implemented under the Chief Executive’s delegated authority to correct minor drafting or presentation errors.

Concerns about language accessibility and the use of te reo Māori (**Submitters 20 and 26**) relate more to how policy titles and supporting material are presented than to the specific enabling sentence in the RFP. The operative wording consulted on is short, plain English, and clearly states that Council has resolved to reinstate development contributions for this Long Term Plan and that outstanding contributions remain receivable. This meets the LGA requirement (sections 102 and 103 LGA) or clear identification of funding mechanisms in the RFP. Council’s broader commitment to te reo Māori and bilingual naming is given effect across a range of documents and can continue to be managed through naming conventions, glossaries, and explanatory material without altering the core enabling sentence in the RFP.

There is no ambiguity in these statements. Each serves a distinct purpose, and together they provide complete information about Council’s position on development contributions. This eliminates any possibility of misunderstanding about Council’s current position.

Regarding the alternative wording proposed by Submitters 63,65 and 66:

This suggestion would fundamentally contradict Council’s adopted UWDCP policy position rather than merely refining the expression of that position. Council resolved on 7 October 2025 to adopt the UWDCP 2025 and to commence charging development contributions from

29 May 2026, which was later extended to 1 July 2026, as per Council's decision made at its 1 April 2026 Council Meeting. The proposed alternative wording would indicate a continued suspension, which directly conflicts with that resolution.

The RFP must accurately reflect Council's actual policy decisions. The suggested alternative wording would create a disconnect between what Council has decided (to reinstate development contributions) and what the RFP states (that contributions remain suspended). This would undermine policy coherence and create confusion for developers, ratepayers, and staff about what policy framework actually applies.

In summary, the alternative wording requests either:

- Conflict with Council's adopted decision to reinstate development contributions,
- Introduce aspirational or strategic language more appropriately located in the Long Term Plan, Infrastructure Strategy or UWDCP, or
- Related to presentational issues that can be addressed without changing the core enabling wording.

Theme 3 Staff Recommendation

Council staff recommend no substantive changes to the proposed amended wording in response to Theme 3 submissions. The alternative wordings that would continue the suspension of development contributions or materially alter the policy signal are inconsistent with Council's adopted UWDCP 2025 and would undermine policy coherence and legal certainty including compliance with the LGA.

If Council wishes to respond to **Submitter 21's** concern about clarity, staff consider that a minor drafting refinement to the second sentence (for example, clarifying that existing contributions 'continue to be payable' or 'remain due and payable') could be made under delegated authority without changing the policy intent.

No other changes are recommended.

Theme 4: Opposition To Enabling Development Contributions

Submissions Received

One submitter (**Submitter 55**) explicitly opposed the amendment, stating:

"I do not support amending the Finance and Revenue Policy because the amendments effect is to enable Development Contributions."

This represents clear opposition to the policy mechanism itself rather than concerns about the specific wording of the amendment.

Staff Analysis

Submitter 55's opposition is directed at the fundamental policy decision to collect development contributions, rather than at the proposed wording amendment specifically. Council resolved this policy question on 7 October 2025 when it adopted the UWDCP 2025 following a section 83 LGA Special consultation process and analysing the 257 submissions it received.

That consultation process provided the community with a comprehensive level of information and opportunity to consider whether development contributions should be reinstated in the Far North District. Council carefully considered the arguments for and against development contributions, including concerns about impacts on development viability, housing affordability, and district growth. The decision to adopt the UWDCP reflected Council's determination and public support that 'growth pays for growth', and that the funding mechanism outweighed the concerns, particularly given the substantial infrastructure investment required to support growth in areas like Kerikeri-Waipapa.

The current consultation on the RFP amendment serves a different purpose. It implements Council's already made decision by updating the enabling policy language. While **Submitter 55's** opposition to development contributions generally is noted, this consultation is not the appropriate forum for revisiting that fundamental policy choice. Council has established processes for reviewing its strategic and financial policies, and the UWDCP will be subject to regular review and will be considered as part of future Long Term Plans processes.

It is worth noting that **Submitter 55** represents 1.6% of the total submissions received on this amendment. In contrast, 78.1% of submitters supported the proposed wording that enables the collection of development contributions and many of those supporters specifically referenced the fairness and appropriateness of reinstating contributions after an 11-year suspension.

Theme 4 Staff Recommendation

Council staff recommend no changes to the proposed amended wording in response to this submission. The fundamental policy decision to reinstate development contributions has been made through an appropriate consultation process. This amendment consultation appropriately focusses on implementing that decision through clear policy wording.

Theme 5: Out Of Scope Submissions

Submissions Received

The RFP amendment consultation was clearly scoped to address whether the proposed wording accurately reflect Council's decision to reinstate and collect development contributions, rather than to consider the substantive content of the UWDCP 2025 or wider strategic settings. The consultation material directed submitters to comment on the specific wording or to suggest alternative wording if they considered different text more appropriate.

Submitter 62 (Disabled Persons Assembly NZ) provided a comprehensive submission supporting the reinstatement of development contributions but concentrating on accessibility outcomes, Universal Design, the impact of rates and infrastructure costs on disabled people (who are more than likely to be on low incomes), and the role of the Disability Advisory Group in decision-making. The submissions proposed actions such as promoting Universal Design to developers, engaging barrier-free advisors, and involving the Disability Advisory Group in decisions about accessible community infrastructure and facilities.

Submitter 64 addressed the policy at a strategic level, including support for development contributions in principle. Concerns about housing affordability, equal treatment between different types of land ownership, the need for broader growth funding strategy and stronger central government advocacy on mechanisms such as GST and infrastructure funding were the matters

raised in this submission. While these points are relevant to Council's overall approach to growth funding and equity, they relate to the design and application of development contributions and other funding tools, not to the wording amendment of the RFP.

Staff Analysis

The submissions in this theme provide useful perspectives on how development contributes and related funding tools affect disabled people, ratepayers, and different development scenarios, but they do not raise issues with the clarity or correctness of the proposed RFP wording. The proposed amendment is a procedural change to align the RFP with Council's earlier decision to adopt the UWDCP 2025 and reinstate development contributions from 1 July 2026.

The accessibility and Universal Design matters raised by **Submitter 62** are primarily implementation issues for infrastructure planning, development assessment, and broader accessibility strategy work. These can be addressed through operation practice and do not require changes to the enabling wording in the RFP.

Similarly, **Submitter 64's** concerns about housing affordability, equal treatment, and the need for broader growth funding reform related to the structure and application of the UWDCP and Council financial strategy, which were canvassed through the 2025 draft UWDCP consultation process. **Submitter 64's** matters are more appropriately considered as part of future Long Term Plan and policy review processes.

Neither submission identified ambiguity in the proposed amended RFP sentence or suggests wording that would better express Council's existing decision to reinstate development contributions.

Theme 5 Staff Recommendation

Council staff recommend no changes to the proposed amended wording in response to Theme 5 submissions. The matters raised, while important in their own contexts, fall outside the scope of this consultation and do not provide a basis for amending the current proposed wording in the RFP.

Staff recommend that the points raised by **Submitters 62** and **64** be referred to the relevant operation and policy teams for consideration in the implementation of the UWDCP 2025, future affordability and rating work, and ongoing accessibility and community wellbeing initiatives.

Conclusion

The consultation on the proposed RFP amendment demonstrated strong public support, with 78.1% of submitters (50 out of 64) explicitly endorsing the updated wording that reinstates development contributions as a funding mechanism for this Long Term Plan period. The proposed wording resolves the ambiguity in the current policy text, which refer to a suspension of development contributions while still collecting legacy charges and provides a clear policy foundation for implementing the UWDCP 2025 from 1 July 2026.

Submissions that did not support or were uncertain about the wording largely raised matters outside the narrow scope of this consultation, including:

- the level and structure of development contributions
- exemptions (particularly in relation to Māori land)
- housing affordability
- infrastructure delivery sequencing
- accessibility and Universal Design, and
- wider growth funding and equity questions.

These issues were, or are more appropriately, considered through the consultation process for the draft UWDCP 2025, future Long Term Plan processes, and related policy and operational work, rather than through this procedural amendment to the RFP.

Overall, the amended wording is clear, unambiguous, and accurately reflects Council’s adopted policy position that development contributions are to be reinstated. It supplies the necessary enabling language in the RFP without duplicating operational detail that properly sits within the UWDCP and associated implementation frameworks.

Table 2: Recap of Staff recommendations for each Submission Theme.

Theme	Staff Recommendation
Theme 1: Support For Clarified and Strengthened Wording	Council Staff recommend no changes
Theme 2: Concerns About Development Contribution Impacts	Council Staff recommend no changes
Theme 3: Request For Alternative Wording	Council Staff recommend no changes
Theme 4: Opposition To Enabling Development Contributions	If Elected Members wish to make any minor changes to direct the changes be made under the Chief Executives delegation. Staff are recommending no changes.
Theme 5: Out Of Scope Submissions	Staff recommend no changes, and that the points raised by Submitters 62 and 64 be referred to the relevant operation and policy teams for consideration.

Final Recommendation

Staff consider the amended wording clear, legally robust, and aligned with Council’s October 2025 decision to reinstate development contribution charges. Staff are recommending the proposed wording amendment for the RFP be adopted without substantive change, and any minor drafting refinements delegated to the Chief Executive.

APPENDIX 1 – LIST OF SUBMISSIONS RECEIVED

Submitter ID	Organisation
1	Individual Submission
2	Individual Submission
3	Individual Submission
4	Individual Submission
5	Individual Submission
6	Individual Submission
7	Individual Submission
8	Individual Submission
9	Individual Submission
10	Individual Submission
11	Individual Submission
12	Individual Submission
13	Individual Submission
14	Individual Submission
15	Individual Submission
16	Individual Submission
17	Individual Submission
18	Individual Submission
19	Individual Submission
20	Individual Submission
21	Individual Submission
22	Individual Submission
23	Individual Submission
24	Individual Submission

25	Individual Submission
26	Individual Submission
27	Individual Submission
28	Individual Submission
29	Individual Submission
30	Individual Submission
31	Individual Submission
32	Boarder Real Estate Northland
33	Individual Submission
34	Individual Submission
35	Individual Submission
36	Individual Submission
37	Individual Submission
38	Individual Submission
39	Individual Submission
40	Retired Geotechnical Engineer
41	Individual Submission
42	Individual Submission
43	Individual Submission
44	Individual Submission
45	Individual Submission
46	Individual Submission
47	Individual Submission
48	Individual Submission
49	Individual Submission
50	Individual Submission

51	Individual Submission
52	Individual Submission
53	Vision Kerikeri
54	Individual Submission
55	Individual Submission
58	Ōtangaroa Landcare/Forest & Bird Northland Conservation Advocate
59	Resident, ratepayer
60	Individual Submission
61	Individual Submission
62	Disabled Persons Assembly New Zealand Inc
63	Individual Submission
64	Individual Submission
65	Ototere Farms Ltd
66	Individual Submission

**KAUPAPA HERE
MONIWHIWHI ME
TEWHĀNGAI PŪTEA
REVENUE AND
FINANCING POLICY**

ADOPTED 26 JUNE 2024

Overview

The Local Government Act 2002 (LGA) requires all councils to adopt a Revenue and Financing Policy showing how they propose to fund operating and capital expenditures, and more importantly, who will pay these and why.

The council must decide, in accordance with s101(3) of the LGA, how each activity will be funded, taking into consideration:

- The community outcomes to which the activity primarily contributes
- The distribution of benefits between the community as a whole, any identifiable part of the community, and individuals
- The period over which those benefits are expected to occur
- The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the activity
- The costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities
- The overall impact of any allocation of liability for revenue needs on the current and future social, economic, environmental, and cultural well-being of the community.

This Revenue and Financing Policy sets out how the council plans to fund its operating and capital expenditure, over the life of the LTP.

The Policy discusses all available potential revenue and funding sources and outlines how and when it will use these.

In considering funding arrangements the council has taken the following factors into account:

- The community outcomes to which each activity primarily contributes
- Who benefits from the activity
- The period over which the benefits are delivered
- Whether the activity is needed in response to the action(s) (or lack of action(s)) of some person or group

- Whether it would be more prudent for the activity to be funded separately or included with other activities
- The overall impact of any allocation of liability for revenue needs on the community.

How has the council developed its Policy?

Every activity has been analysed using the factors discussed above. This analysis was then used to develop a set of funding decisions about the use of rates, both general and targeted, user charges, and other funding sources to arrive at what the council considers is an optimal funding arrangement for the activity.

The council then considered the overall effects of each separate funding proposal on the District as a whole.

The ultimate objective of this analysis was to find ways of funding the council's activities that are, as far as possible, affordable, transparent, and accountable.

Funding principles

After considering the above factors, the council agreed the following basic principles to guide the assessment of fairness and equity in choosing funding sources:

- Each generation of ratepayers should pay for the services they receive
- User charges are preferred whenever a private benefit can be identified, and it is efficient to collect the revenue
- The council will use any other funding sources before rates
- Capital expenditure to replace assets will be funded from rates in the form of funded depreciation
- Capital expenditure to upgrade or build new assets will be funded through borrowings
- Rate increases will be within the limits set in the Financial Strategy
- Borrowing will be within the limits set in the Financial Strategy.

Complying with these principles can at times be challenging.

The council must apply judgment in assessing options to determine fairness in the development of budgets or the acquisition of assets along with the choice of funding sources.

Operating costs

Operating costs are the day-to-day outgoings used to maintain the services delivered by the council, including a contribution to the wear and tear on assets used (referred to as depreciation).

The council generally operates a balanced budget, meaning that all operating costs are met from operating income. This ensures that those who pay for council services are those who use them.

Operating cost funding sources:

- User charges
 - User charges are levied for services where there is a benefit to an individual or group. The price of the service is set, taking account of several factors, including:
 - The cost of providing the service
 - An estimate of the private benefit derived from the use of the service
 - The impact of cost in encouraging/discouraging behaviours
 - The impact of cost on the demand for the service
 - The cost and efficiency of fee collection mechanisms
 - The impact of affordability on users.
- Other matters as determined by the council.

Grants, sponsorship, and subsidies

Grants, sponsorship, and subsidies are leveraged when available. The council expects to continue receiving substantial subsidies for roading and footpath activities from Waka Kotahi NZ Transport Agency.

Investment income, dividends, and interest

Income from dividends and interest is used to offset the overall costs of the council.

Other revenue

The council receives other operating income from:

- Petrol tax
- Property rentals
- Other minor sources.

Rates

Having identified all other potential funding sources, the council funds operating expenses from rates as follows:

General Rate

The council sets its General Rate on the basis of land value.

The General Rate is set using two differentials, general and commercial. This reflects the council's view that the general rate is a form of property-based tax, where different benefits are received by general and commercial ratepayers.

Uniform Annual General Charge (UAGC)

The council sets a UAGC. The UAGC is applied to each Separately Used or Inhabited Parts (SUIP) of a Rating Unit.

Targeted Rates

The council sets targeted rates where it believes that the cost of the service should be paid for by the group that benefits most or exclusively from the activity.

Targeted rates may be set on a uniform basis or differentially for different categories of rateable land.

Some targeted rates can be considered proxies for user charges, particularly for services such as water and sewerage. They are referred to as 'proxies' because they are generally fixed amounts payable by the different category of ratepayer, rather than an amount based on the level of usage.

An example of the difference between a proxy and a user charge is the way that the council charges for sewerage.

The council charges a fixed amount to the rating unit based on the number of users (SUIPS) and/or the number of pans. If that rate were a true user charge, the council might charge on the basis of the amount of sewerage being discharged. Although the community regularly requests that form of rating, that mechanism is currently not permitted by law.

The only legal volumetric charge a council can impose is water by meter charges.

The council's Targeted Rates are:

- Ward Rates for the Bay of Islands-Whangaroa, Kaikohe-Hokianga and Te Hiku wards
- The Urban Stormwater Rate
- Drainage Rates for Kaitiāia, Kaikino, Motutangi, Waiharara
- Sewerage Capital Rates for each of the council's wastewater scheme
- Sewerage Operating Rates for each of the council wastewater scheme
- Water Capital Rates for each of the council water scheme
- Community Development Rates for Paihia and Kaitiāia Commercial Business Districts (CBDs)
- The Bay of Islands Recreation Centre Rate

- The Roding Uniform Rate
- A Differential Roding Rate
- Water by meter charges
- A \$15.00 Public Good Rate for water and for wastewater, and a \$10.00 public good rate for stormwater, charged to each rating unit
- Non-metered Water Rate per connection.

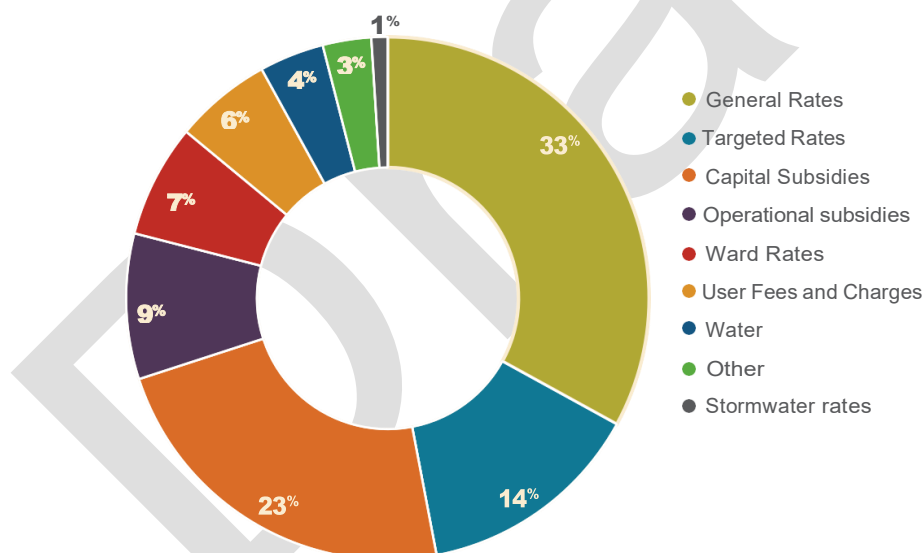
Details of all rates charged are included in the Funding Impact Statement published in the LTP and each year's Annual Plan.

Operating funding sources

Operating costs are the day-to-day spending that maintains the services delivered by the council.

This includes a contribution to the wear and tear on assets used (depreciation), interest charged on borrowing for capital projects and a contribution to corporate overheads.

Figure 1 – Summary of operating income



Note: Operating funding sources may change from year to year; this summary shows funding arrangements for 2024/25 to 2026/27.

Capital costs

Capital costs are those relating to the purchase, development or acquisition of long-term assets.

Capital cost funding sources

As shown in figure 2, funding of capital costs may come from a variety of sources including:

Borrowings

Funds for assets that will provide long term benefits to the community will be borrowed to ensure the achievement of inter-generational equity.

The council reserves

Reserves include financial contributions collected under the Resource Management Act 1991 and

development contributions collected under the Local Government Act 2002.

The council has resolved to reinstate the charging of development contributions for this LTP. Outstanding contributions charged prior to the suspension of the 2015 Development Contributions Policy will continue to be received.

Capital contributions

Capital contributions are made by ratepayers or other parties in support of specific capital projects.

Lump sum contributions

Lump sum contributions are made by ratepayers where they choose this method of payment towards specified capital works.

Grants, subsidies and other income

Contributions towards capital expenditure from other parties such as Waka Kotahi NZ Transport Agency in relation to certain roading projects, and the Crown in relation to certain wastewater projects and MBIE for Economic Stimulus and Employment Opportunities.

Revenue collected to fund renewals

Renewal projects are primarily funded from depreciation reserves where those funds are available.

The council has approved the following:

- Accounting treatment – funding depreciation
 - a. All depreciation on assets will be funded from rates except for:
 - Roding/footpath assets – the subsidy element relating to the depreciation for these assets will not be funded by the relevant roading subsidy rate applicable in the relevant year
 - Swimming pools – the depreciation for these assets will be reduced equal to any community contribution to ensure that the community benefits from the contributions made
 - Water/wastewater/public toilet assets – the depreciation for these assets will be reduced equal to any subsidy element to ensure that the benefit expected to be received by the current rate payers is applied.

b. Asset groups where depreciation will not be fully funded from depreciation:

- All strategic assets, as per our Significance and Engagement Policy, will have depreciation funded at 76% until 30 June 2027 followed by a phased return to 100% over the next 10 years. This does not apply to the items identified in (A)
- Depreciation will be funded at a rate of 50% for community buildings/centres, halls and museums
- Depreciation will not be funded from rates for Civil Defence (alarms), carparks, maritime assets, motor camps, Housing for the Elderly, parks and reserves minor structures (e.g. boardwalks / park benches etc) and solid waste assets.

Any asset groups not covered above will have depreciation fully funded from rates (corporate assets etc.)

Proceeds from the sale of assets

From time-to-time the council sells assets and may use the proceeds (after paying for the cost of the sale) to repay any debt attached to the asset.

Rates

Rates are primarily used to fund the council’s day-to-day expenses. This includes funding an annual amount toward the ongoing renewal of existing assets, and the funding of financing costs on debt incurred to purchase or develop assets.

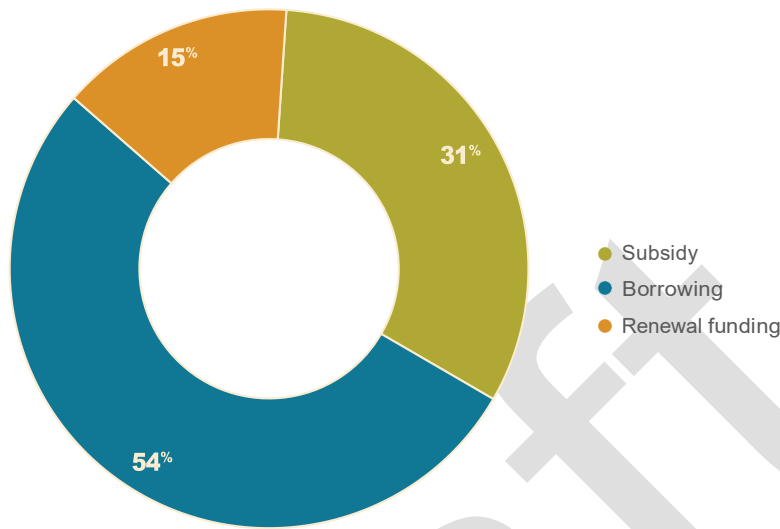
From time-to-time the council may undertake specific capital works funded by borrowings, where the debt repayment is sourced from targeted rates, usually for specific community projects.

Operating surpluses

Operating surpluses may be used to fund capital expenditure.

Capital Funding Sources 2024/25

Figure 2 – Summary of capital funding



Note: Capital funding sources may change from year to year. This summary shows funding arrangements for 2024/25.

Balanced budget

Section 100 of the LGA requires that the council's projected operating revenues match its projected operating expenditures. Despite this, the council may choose not to fully fund operating expenditure in any particular year if it can show that it is financially prudent to do so and where the deficit can be funded from operating surpluses in the immediately preceding or subsequent years. An operating deficit will only be budgeted when it would be beneficial to avoid significant fluctuations in rates, fees, or charges.

The council may choose to fund from the above sources more than is necessary to meet the operating expenditure in any particular year. The council will only budget for such an operating surplus if necessary, to fund an operating deficit in the immediately preceding or following years, or to repay debt. The council will have regard to forecast future debt levels when ascertaining whether it is prudent to budget for an operating surplus for debt repayment.

The council has determined the proportion of operating expenditure to be funded from each of the sources listed above, and the method for apportioning rates and other charges. The details of the funding apportionment are set out in the Funding Sources Summary that is included in this Policy.

The LGA requires the council to produce Funding Impact Statements (FIS), which provide details of the funding mechanisms to be used for each group of activities for each year covered by the LTP. These FIS show how the council intends to implement the Revenue and Financing Policy. It also shows the amounts to be collected from each available source for each group and how various rates are to be applied.

Funding needs analysis

This section sets out how the council proposes to fund each of its activities. It has been prepared in accordance with the provisions of Section 101(3) of the Local Government Act 2002 (the Act).

Note that throughout this section references are made to legislative provisions. Unless stated otherwise, these references refer to the Local Government Act 2002.

This analysis document is designed to show how the council has considered each of these requirements and how they relate to the final Revenue and Financing Policy.

Analysis identifies the arrangements the council proposes to apply when budgeting for each activity. Frequently there is a mix of funding mechanisms including both general and targeted rates together with a range of fees and charges. In many instances the final funding mix depends on the level of activity

and the council’s ability to recover costs from user charges.

Section 101(3) analysis of operating expenditure by activity

The council has reviewed the funding for each of its individual activities using the methodologies set out in s101(3) of the LGA. The method used for this process was to consider each activity individually and reach a conclusion on each of the required factors.

Once this was completed, the council was then able to then decide how much of the activity should be funded by direct user charges and how much by rates. In this context, rates include the General Rate, Targeted Rates and Water by Meter charges, while user charges include all other forms of fees and charges.

Appendix A shows the results of this analysis and outlines the different funding arrangements. To add clarity the splits between Rates and User Charges are presented in 10% bands.

Section 101(3) analysis of capital expenditure by activity

The council will fund the cost of borrowing on the same basis as operating costs unless it resolves otherwise.

It is not practical to create separate funding policies for every capital project, so the council will only do this when a project is particularly large, affects a particular group or does not fit with an existing funding policy or activity. Whenever the council resolves to consider a separate funding policy The council will consider the sources of funds outlined above, the Revenue and Financing Policy and complete a s101(3) assessment to determine a fair funding and equitable arrangement for the project.

Generally, the council will resolve the funding policy at the time the project is proposed in an Annual Plan or LTP.

Appendix A Funding arrangements

1. The Funding Source relates to the council costs only. It excludes any subsidies that may be received
2. The split between public (rate) and private (user) funding is an approximation and is arranged in 10% bands
3. The full community outcome descriptions (1-6) and Whakatauki can be found in Appendix B
4. Refer to Appendix C for a description of these headings.

Activity	Community outcomes	Who benefits?	Period of benefit	Who’s action contribute?	Separate funding	Rationale
Funding source – Rates 100% (approximate. May include other minor funding sources)						
Bylaws and Policies	1 2 3 4 5 6	Community	Ongoing	Community	This is a core planning function, so it is fully general rate funded.	This activity supports the council’s democratic process which benefits all ratepayers therefore it is fully funded from general rates.
Customer Services	1 2	Individuals, groups and community	Ongoing	Community	Most of the costs of this activity relate to its public benefits so it is fully funded by general rates.	The community as a whole benefits from this activity. Whilst there are opportunities to recover some costs by way of fees and charges, these are very limited.

Activity	Community outcomes	Who benefits?	Period of benefit	Who's action contribute?	Separate funding	Rationale
Economic Development	4	Individuals, businesses	Ongoing	Individuals, businesses, Community	High level of public benefit so the activity is fully funded by general rates.	This activity benefits the whole District but in particular the commercial and industrial sectors recognised through the General Rate differentials.
Governance	1 2 3 4 5 6	Community	Ongoing	Community	This activity is core to Council's democratic operations, so it is fully general rate funded.	This activity supports the council's democratic process it is therefore fully funded from General Rates.
Integrated planning	1 2 3 4 5 6	Community	Ongoing	Community	This is a core planning function, so it is fully general rate funded.	This activity supports the council's democratic process which benefits all ratepayers therefore it is fully funded from general rates.
Land drainage	3 4	Individuals, Groups	Ongoing	Landowners in areas of benefit	Fully funded by benefiting property owners using separate targeted rates.	This activity provides a private benefit for the landowners located within the defined drainage areas. It is therefore fully funded by local targeted rates.
Māori engagement	1 2 3 4 5 6	Community	Ongoing	Community	High level of public benefit so it is fully general rate funded.	This is a public good activity core to the District's planning and governance functions therefore it is fully funded from General Rates.
Museum	1 6	Individuals, groups and community	Ongoing	Individuals, Groups	High level of private benefit, but with a limited ability to apply user charges. Primarily general rate funded.	Museums benefit the community by offering knowledge, local history, and educational opportunities, funded mainly by General Rates.

Activity	Community outcomes	Who benefits?	Period of benefit	Who's action contribute?	Separate funding	Rationale
Place-making	1 2 3 4 5 6	Community	Ongoing	Community	This is a core planning function, so it is fully general rate funded.	This activity supports the council's democratic process which benefits all ratepayers therefore it is fully funded from general rates.
Public safety	1 2 3 4 5	Individuals, Groups	Ongoing	Individuals, Groups	Most of the costs of this activity relate to its public benefits so it is fully general rate funded.	The council provides for 100% emergency management from rates to ensure that the Community is safeguarded. Where possible recovery is sought from exacerbators to reduce public funding which is provided from General Rates.
Recreation	1 2 5	Individuals, groups and community	Ongoing	Individuals	Some private benefits but limited or no opportunities to charge so it is fully funded from general and ward rates.	Most of the council's recreational activities are non-excludable, meaning that the council cannot exclude people from using the facilities. For that reason, the activity is fully funded from General and Ward Rates.
Roading legalisation, cycleway and core administration	1 2 3 4 5	Individuals, groups	Ongoing	Users	This is a core function, so it is fully general rate funded.	This is a public good activity core to the District's planning and governance functions. Therefore it is fully funded from General Rates.

Activity	Community outcomes	Who benefits?	Period of benefit	Who's action contribute?	Separate funding	Rationale
Sewerage treatment and disposal	2 5	Individuals, groups	Ongoing	Landowners in areas of benefit	Separately funded with a mix of targeted rates - scheme based capital rates and a district-wide operating rate.	The activity mainly benefits ratepayers, with a small public benefit to protect the environment. For this reason, a small general rate contribution provided.
Spatial planning	1 2 3 4 5 6	Community	Ongoing	Community	This is a core planning function, so it is fully general rate funded.	This activity supports the council's democratic process which benefits all ratepayers therefore it is fully funded from general rates.
Stakeholder engagement	1 2 3 4 5 6	Community	Ongoing	Community	High level of public benefit so it is fully general rate funded.	This is a public good activity core to the District's planning and governance functions therefore it is fully funded from General Rates.
Stormwater	2 3 5	Ongoing	Individuals	Landowners in areas of benefit	Separately funded with a mix of targeted rates and public good rate.	Targets those who directly benefit from the stormwater network, ensuring a more equitable distribution of funding via targeted rate based on land use and a public good rate.
Te Hono	1 2 3 4 5 6	Community	Ongoing	Community	High level of public benefit so it is fully general rate funded.	This is a public good activity core to the District's planning and governance functions therefore it is fully funded from General Rates.

Activity	Community outcomes	Who benefits?	Period of benefit	Who's action contribute?	Separate funding	Rationale
Town maintenance	1 2	Individuals, groups and community	Ongoing	Community	Most of the costs of this activity relate to its public benefits so it is funded by ward and general rates.	The council needs to balance maintenance and up-grade costs against what the communities want and can afford. Most town maintenance activities benefit the communities at large so it is fully rate funded.
Funding source – Rates 90% - 99% User Charges 1% - 10% The mix of district-wide and scheme-based rates balances the individual benefits with affordability						
Civic buildings	1 2	Community	Ongoing	Community	Some private benefits which general some fees but because of the limited opportunities to charge the unrecovered costs are funded from general rates.	While the council believes that the users of these facilities should contribute towards their costs; it needs to balance the maintenance and up-grade costs against what the community can afford so it is primarily rate funded.
Footpaths	2	Community	Ongoing	Users	Most of the costs of this activity relate to its public benefits so is fully general rate funded.	The provision of footpaths is one of the core the council activities and is therefore fully funded from General and Ward Rates.
Libraries	1 2 6	Individuals, groups and community	Ongoing	Individuals, Groups	High level of private benefit, but with a limited ability to apply user charges. Primarily general rate funded.	Libraries benefit the community by providing knowledge and educational support, especially in remote areas with limited internet access. Therefore, they are primarily funded by General Rates.

Activity	Community outcomes	Who benefits?	Period of benefit	Who's action contribute?	Separate funding	Rationale
Monitoring and enforcement	1 2 5	Individuals, groups and community	Ongoing	Individuals, Groups	This activity relates to the control of negative effects but the ability to recover these is limited by statute. Unrecovered costs are funded from general rates.	Most of the work carried out under this activity is for public good and it is primarily funded from General Rates. The only individual or private good relates to the bylaw licensing aspect of the role where these costs are recovered by fees.
Parking enforcement	1 2	Individuals, groups and community	Ongoing	Individuals, Groups	Council's view is that whilst parking control is primarily required because of the actions of individuals, the control of parking also provides a significant community benefit.	Most of the costs of this activity are funded by fines and user charges. The balance is seen as a public good contribution and is funded by rates.
Roading emergency works	2 3	Community	Ongoing	Users	The council recognised that different categories of ratepayers receive different benefits. When an emergency event occurs the council can access additional subsidy from Waka Kotahi NZ Transport Agency	Emergency works are hard to predict and often costly therefore additional subsidy support is required.
Swimming pools	1 2	Individuals, groups and community	Ongoing	Individuals, Community	High level of private benefit, but with a limited ability to apply user charges. Primarily general rate funded.	Swimming pools are used by the public therefore user charges are applied but they do not necessarily cover all costs.

Activity	Community outcomes	Who benefits?	Period of benefit	Who's action contribute?	Separate funding	Rationale
Water Supply	1 2 3 5 6	Individuals, Groups	Ongoing	Landowners in areas of benefit	Separately funded with a mix of targeted rates - scheme based capital rates and a district-wide meter operating rate.	The activity is primarily undertaken for the benefit of the consumers, so no public funding is provided. The mix of district-wide and scheme-based rates balances the individual benefits with affordability.
Funding source – Rates 70% - 79% User Charges 21% - 30%						
Animal Control	1 2	Individuals, groups and community	Ongoing	Individuals	Majority of funding is received from fees and charges but there is an overall benefit to the community. Unrecovered costs are funded from general rates.	Animal Control covers dogs, other animals, and stock. Most dog owners comply with registration and rarely require further service. Public reports drive responses, but fee income seldom covers expenses.
Building compliance management	1 2 3 4 5	Community	Ongoing	Community	This activity mainly serves the public good. Limited fee income is supplemented by general rates.	This activity focuses on the council meeting its regulatory duties as a consent authority. Costs are largely unrecoverable, with applicants covering compliance certificate expenses and the shortfall funded by general rates.
Strategic property management	1 2 6	Individuals and groups	Ongoing	Individuals, Community	Some private benefits which general comes fees but because of the limited opportunities to charge the unrecovered costs are funded from general rates.	Whist the council is the main use of these facilities; it is primarily general rate funded.

Activity	Community outcomes	Who benefits?	Period of benefit	Who's action contribute?	Separate funding	Rationale
Funding source - Rates 70% - 89% User Charges 11% - 30%						
Information Centres / isites	1 4	Individuals, groups	Ongoing	Individuals	This activity is primarily provided for visitors to the District but there are limited user charging opportunities. Unrecovered costs funded from general rates.	Some fee income received but this is quite limited. The council's confirmed intention is for isites to be fully self-funding but, given that they also act as service centres, this is unlikely to be achieved.
Funding source - Rates 60% - 79% User Charges 21% - 40%						
Cemeteries	1 2 3 5 6	Community Individuals	Ongoing	Individuals	High level of private benefit reflected in user charges but there is a need for indefinite maintenance requiring significant general rate funding.	Cemeteries are important to the community for cultural and social and environmental reasons. Whilst they do provide a private benefit there is a long term need to maintain them for an indefinite period of years.
Funding source - Rates 50% - 59% User Charges 41% - 50%						
Solid Waste Management - refuse	1 2 5	Community	Ongoing	Community	The council has previously considered whether to separately fund this activity but has retained the current general rate funding.	This activity manages the District's waste stream, funded mainly by general rates with some user charges. Independent operators handle refuse collection and management, charging directly for their services.
Solid Waste Management - recycling	1 2 3 4 5 6	Community	Ongoing	Community	The council considered separate funding for this activity but kept general rate funding.	This activity reduces landfill waste, benefiting the District, and is funded mainly by general rates with some user charges.





Activity	Community outcomes	Who benefits?	Period of benefit	Who's action contribute?	Separate funding	Rationale
Funding source – Rates 40% - 60% User charges 60% - 40%						
Building Consent management	1 2 3 5	Individuals, groups and community	Ongoing	Individuals, groups	This activity is mainly funded by separate fees. General rates cover costs for public good activities like providing information and advice.	The full costs of the consent process should be borne by the applicants, but it is currently not practical to identify and charge all those who receive advice, these costs are funded from general rates.
Compliance	1 2 3 5	Individuals, groups and community	Ongoing	Individuals, Groups	User charges are based on the level of private benefit but the ability to recover these is restricted because fees are limited by statute. Unrecovered costs are funded from general rates.	Most costs from this activity deal with private benefits and controlling negative effects. Statutes or affordability prevent full cost recovery to maintain compliance. Increased safety and health benefits the community, funded through general rates.
Resource Consent management	1 2 3 5	Individuals, groups and community	Ongoing	Individuals, Groups	Primarily fee funded but some public good costs cannot be recovered. Unrecovered costs are funded from general rates.	This activity is primarily to support developers and provides a high level of private good. There is, however, a significant investment in providing advice to the public on a no-fee basis and in responding to and defending consent appeals because the courts rarely award full costs.

Activity	Community outcomes	Who benefits?	Period of benefit	Who's action contribute?	Separate funding	Rationale
Roading	1 2 3 4 5	Community	Ongoing	Users	The council recognised that different categories of ratepayers receive different benefits. There is a small contribution from other fees and charges.	This activity is primarily fund it from General Rates with a relatively small contribution from Targeted Rates and fees and charges.
Funding source – Rates 20% - 39% User Charges 61% - 80%						
Ferry	1 2 3 4 5	Individuals, groups	Ongoing	Individuals, groups	User pay charges and subsidy from Waka Kotahi New Zealand Transport Agency contribute to the funding of the service.	This is a key transport link that supports community access to medical services.
Housing for the Elderly*	1 2	Individuals	Ongoing	Individuals	High level of private benefit paid for in rental income, but some costs cannot be recovered. Unrecovered costs funded from borrowing.	Primarily funded by rentals paid by the occupiers but Council recognises that at times this activity may not be self-funding. This can be caused by several factors such as unexpected vacancies, market conditions etc. In that event the additional funding will be provided from borrowing.

* The Housing for the Elderly portfolio will be divested during this LTP.

Appendix B: Community Outcomes

Our community outcomes were reviewed as part of the Long-Term Plan 2024-27 with slight adjustments made to the wording.

1		Proud, vibrant communities	Whakatauki Te pā harakeke. A community of harakeke plants.
2		Communities that are healthy, safe, connected, and sustainable	Whakatauki He tina ki runga, he tāmore ki raro. Contentment above, firmly rooted below.
3		Resilient communities that are prepared for the unexpected	Whakatauki Te toka tū moana. The boulder standing in the ocean.
4		Prosperous communities supported by a sustainable economy	Whakatauki He kūaka marangaranga, kōtahi te manu i tau ki te tāhuna, ka tau, ka tau, tau atu e. Godwits rise and flock together in the air, one bird comes down to land on the sandbank to feed, then another, then another and another.
5		A wisely managed environment that recognises the role of tangata whenua as kaitiaki	Whakatauki Whatungarongaro te tangata, toitu te whenua. As man disappears, the land remains.
6		We celebrate our unique culture and history	Whakatauki Ahakoā he iti he pounamu. Although it is small, it is greenstone.

Appendix C: Factors considered in assessing s101(3) matters

LGA Section	Description from table	Factors considered
S101(3)(a)(i)	Community outcomes	Information drawn from the council's community outcomes adopted for consultation 12 March 2024.
S101(3)(a)(ii)	Who benefits	The council has grouped the beneficiaries of every activity according to the following criteria: Individuals: where there is a direct benefit to a user. Groups: where a particular group in the community benefits. For example, a group could be identified by proximity to a service or by association. Community: where there is a benefit to the majority of persons or properties in the community.
S101(3)(a)(iii)	Period of benefit	For operating costs, the period of benefit is ongoing as the council regularly provides the service. For the purpose of user charges, the benefit is restricted to the period of use, and user charges recognise this. For capital projects the council will consider the period of benefit to be the current and future generations who will benefit from the activity and will distribute the funding accordingly.

LGA Section	Description from table	Factors considered
S101(3)(a)(iv)	Whose act creates a need	The council considered whether the action or inaction of individuals or groups contribute to the need to undertake the activity. This assessment may help the council determine whether user charges or targeted rates may be a funding option to modify the behaviour of those whose action or inaction causes cost to the council.
S101(3)(a)(v)	Separate funding and Funding source	In the first instance the council considered whether individual user charges were the best method to attribute transparent and accountable charges to beneficiaries of the service. In considering the feasibility of this, the council considered the cost of and efficiency of collecting the separate revenues. The council believes that the current mix of general and targeted rates provides a transparent funding arrangement whilst, at the same time does not create an excessive complex system to maintain.
S101(3)(b)	Rationale	In considering the overall impact of the liability to pay rates, the council is of the view that it is not possible or fair to allocate the cost solely on individuals' benefits (as if rates replicated user pays). It is through the collective contribution of the whole community that the well-being of the District is best improved. The council does, however, operate a range of differentials which are designed to allocate the funding requirements to recognise the different demands that different ratepayer groups make on the services that the council provides.

Price level adjustors

All activities	Source	Year 1 2024/25	Year 2 2025/26	Year 3 2026/27
Capital expenditure				
Capital expenditure	LGCI -CAPEX	2.6%	2.7%	2.6%
Specific operating				
Compliance	BERL - Planning and Regulation	2.2%	2.2%	2.2%
Communication and Engagement	BERL - Community Activities	2.4%	2.5%	2.4%
District Facilities	BERL - Community Activities	2.4%	2.5%	2.4%
Others	BERL - Planning and Regulation	2.2%	2.2%	2.2%
Solid Waste Management	BERL - Water and Environmental	2.7%	2.9%	2.8%
Stormwater and Drainage	BERL - Water and Environmental	2.7%	2.9%	2.8%
Transport Network	BERL - Roading	2.9%	2.9%	2.9%
Wastewater	BERL - Water and Environmental	2.7%	2.9%	2.8%
Water Supply	BERL - Water and Environmental	2.7%	2.9%	2.8%

Interest rate projection

	Year 1 2024/25	Year 2 2025/26	Year 3 2026/27
Interest rates used	4.83%	4.92%	4.75%

WHAKAPĀ MAI | CONTACT US

**TE KAUNIHERA O TE HIKU O TE IKA
FAR NORTH DISTRICT COUNCIL**

www.fndc.govt.nz

**Helpdesk Telephone (09) 401 5200
Freephone 0800 920 029**

POSTAL ADDRESS

**Far North District Council
Private Bag 752
Memorial Ave
Kaikohe**

HEADQUARTERS

**Far North District Council
5 Memorial Ave
Kaikohe**

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6.3 SUBMISSIONS ON GOVERNMENT REFORMS AND BILLS - DECISION MAKING PROCESSES

File Number: A5658947

Author: Steve Rylands, Senior Policy Advisor

Authoriser: Tammy Wooster, Acting Group Manager - Planning and Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report seeks the agreement of Council on processes for:

- deciding on whether Council should provide a submission on a Government Bill or reform
- approval and sign out of these submissions.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- This report proposes processes for deciding when FNDC should submit on Government Bills and reforms, and for approving and signing out those submissions.
- The report sets out a two-stage triage so that submissions are usually made only where reforms have unique or pronounced effects on FNDC or on the Far North district.
- The report distinguishes between “operational” and “political” submissions, with different approval pathways to reflect whether the reform is primarily about implementation or Council policy positions.
- For *operational submissions*:
 - Elected Members will be briefed on the submission.
 - the Chief Executive and the Mayor will approve and sign out the submission on behalf of Council.
- For *political submissions*:
 - a full deliberative process will apply when *more than 20 working days* are available to submit.
 - a delegated authority for the Mayor and Deputy Mayor to approve submissions when *less than 20 working days* are available to submit.
- The report recommends:
 - additional delegations to the Mayor, Deputy Mayor, and Chief Executive to approve and sign-out submissions
 - an addition to the responsibilities of Te Kūkupa to permit the Committee to approve and sign-out submissions where there is insufficient time available for Council to approve a submission
- On 15 April 2026, Te Kūkupa Committee recommended that Council approve Submissions on Government Reforms – Decision Making and Approval Process 2026, with amendments that are incorporated in the report.

TŪTOHUNGA / RECOMMENDATION

That Council:

- a) approve the Submissions on Government Reforms – Decision Making and Approval Process 2026 as set out in the Attachment to this report**
- b) delegate authority to the Mayor, Deputy Mayor, and Chief Executive to approve and sign-out submissions to the Government and to Select Committees, with a requirement that a minimum of two of those office holder’s sign-out any submission**

- c) **delegate authority to Te Kūkupa Committee for Strategy, Policy, and Regulation to approve submissions, consistent with the Submissions on Government Reforms – Decision Making and Approval Process 2026 as set out in the Attachment to this report**
- d) **approve updates to Council’s Delegations Register and the Terms of Reference for Te Kūkupa Committee for Strategy, Policy, and Regulation in accordance with b) and c) above**

1) TĀHUHU KŌRERO / BACKGROUND

The Objectives of Submissions

FNDC submissions on Government reforms can:

- *influence policy design* by providing the Government or a Select Committee with information about the effects of a proposed reform on the Far North district and its communities
- *demonstrate engagement* by showing the community that Council is actively participating in debates that affect the district
- *protect Council's interests* by placing on record Council's position on matters that may have legal, financial, or operational consequences for FNDC.

As they form a permanent public record of Council's positions, any submission that is inconsistent with adopted Council policy could undermine Council's credibility or create legal difficulties. For this reason, staff drafting submissions adhere strictly to adopted Council policies.

On 18 February, staff workshopped with Te Kūkupa a two-stage triage process for:

- deciding whether Council should make a submission on a Government reform
- determining the appropriate sign-off authority for submissions on each of *operational reforms* and *political reforms*¹⁶.

Te Kūkupa agreed in principle to these processes, subject to:

- strengthened provisions for Elected Members to provide staff with feedback on whether to submit on a Bill
- clarity about the process that should apply when there is curtailed time available to approve a submission.

Staff were directed to provide a report to Te Kūkupa recommending approval and sign-out processes.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Deciding Whether to Submit: A Two-Stage Triage

Not every Government reform will warrant a submission from FNDC. The council sector body Taituarā actively engages with the Government reform programme on behalf of the local government sector and regularly makes submissions on which we agree. Where the position of FNDC aligns with that of Taituarā, it is generally sufficient to rely on the Taituarā submission rather than duplicate effort with a separate FNDC submission.

The proposed approach applies a two-stage triage before committing resources to a submission.

¹⁶ **Operational reforms:** These proposed policy changes would require FNDC to do something (for example, make a plan, create a bylaw, or comply with regulations). *They do not change Council policy or raise matters of political significance.*

Political reforms: These are issues that elected members consider important for the district. *They would change Council policy.*

Stage 1 – Is this reform relevant to FNDC?

Staff will monitor the pipeline of Government reform proposals and identify those that are relevant to Council or to the district. Staff will provide advice to Elected Members on each identified reform through Friday Notices.

Stage 2 – Should we submit?

Where a reform clears Stage 1, the following questions will determine whether to submit:

- Will the reform uniquely affect FNDC or the Far North district?
 - Where the district faces effects that are materially different from those facing other councils, a separate FNDC submission is more likely to be warranted
 - If not, it is unlikely that a submission is needed.
- Can FNDC rely on Taituarā? - Where Taituarā's submission will adequately convey FNDC's views, a separate submission is generally not required
- Elected Members are enabled to provide feedback on any advice they receive about reforms — including advice on whether to submit — by raising their views with the Chair of Te Kūkupa
 - This provision has been included explicitly following feedback from Elected Members at the workshop on 18 February.

Option 1 – Approve decision-making and approval processes (recommended)*Different Approval and Sign Out Processes for Operational and Political Submissions**Operational Submissions*

Where a submission is operational, the process is straightforward. Elected Members will be briefed on the submission. The Chief Executive and the Mayor will approve and sign out the submission on behalf of Council.

Political Submissions – More than 20 Working Days Available

Where a submission is political and there is adequate time to follow a full deliberative process, the following steps will apply:

- The General Manager Strategy and Policy will brief the Chair of Te Kūkupa on the reform
- A workshop will be convened for all available Elected Members, and the deliberations will provide direction to staff on the content of the submission
- Staff will draft the submission and facilitate any process as directed by the Chair
- Te Kūkupa or Council will approve the submission
- The Mayor and Deputy Mayor will sign out the submission on behalf of Council.

This process ensures that Elected Members have meaningful input into the content of political submissions before they are lodged.

Political Submissions – 20 Working Days or Less Available

Occasionally, consultation timeframes are unusually short — 20 working days or less from the opening of a consultation to the deadline for submissions. This is not a standard timeframe. Most Government and Select Committee consultation processes allow considerably more time. However, where short timeframes occur on matters of political significance, the normal deliberative process may be unachievable.

In these circumstances the following steps will apply:

- staff draft the submission

- Elected Members are invited to provide feedback on the submission
- To the extent practicable in the available time, the feedback is considered by the Mayor and Deputy Mayor
- the Mayor and the Deputy Mayor have delegated authority to approve and sign out the submission.

The approval process is workable within tight timeframes. It avoids the need to convene extraordinary meetings of Te Kūkupa or Council at short notice.

Option 2 – Do not approve decision-making and approval processes (not recommended)

This option is the status quo. Staff would continue to make judgements about appropriate processes for approving submissions. However, these processes rely on interpretation of previous practice. They lack the authority provided by the formal approval of Elected Members. This option risks episodic uncertainty by both staff and Elected Members about the processes for approving submissions.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The recommendation will provide for clear, consistent processes that govern how FNDC decides whether to submit on Government reforms, how the content of those submissions is determined and who has authority to approve and sign out submissions.

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

The recommendations have no financial implications.

ĀPITIHINGA / ATTACHMENTS

1. **Submissions on Government Reforms - Decision Making and Approval Process 2026 - A5643392**  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	As per the Significance and Engagement Policy, this report has a low degree of significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Effective Council submissions that influence Government policies can contribute to each of the community outcomes listed in the LTP, e.g. prosperous communities supported by a sustainable economy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	The proposal has district wide relevance therefore the views of Community Boards have not been sought.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	There are no implications for Māori. The decision in this report does not relate to land and / or any body of 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).	No persons will be affected.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications.
Chief Financial Officer review.	The CFO has reviewed this report.

Attachment

SUBMISSIONS ON GOVERNMENT REFORMS – DECISION MAKING AND APPROVAL PROCESS 2026

1. Preamble

- a) Submissions by FNDC on Government reforms both influence Government policy design and demonstrate engagement by Council to the community
- b) Submissions form an enduring record of Council's policy positions.

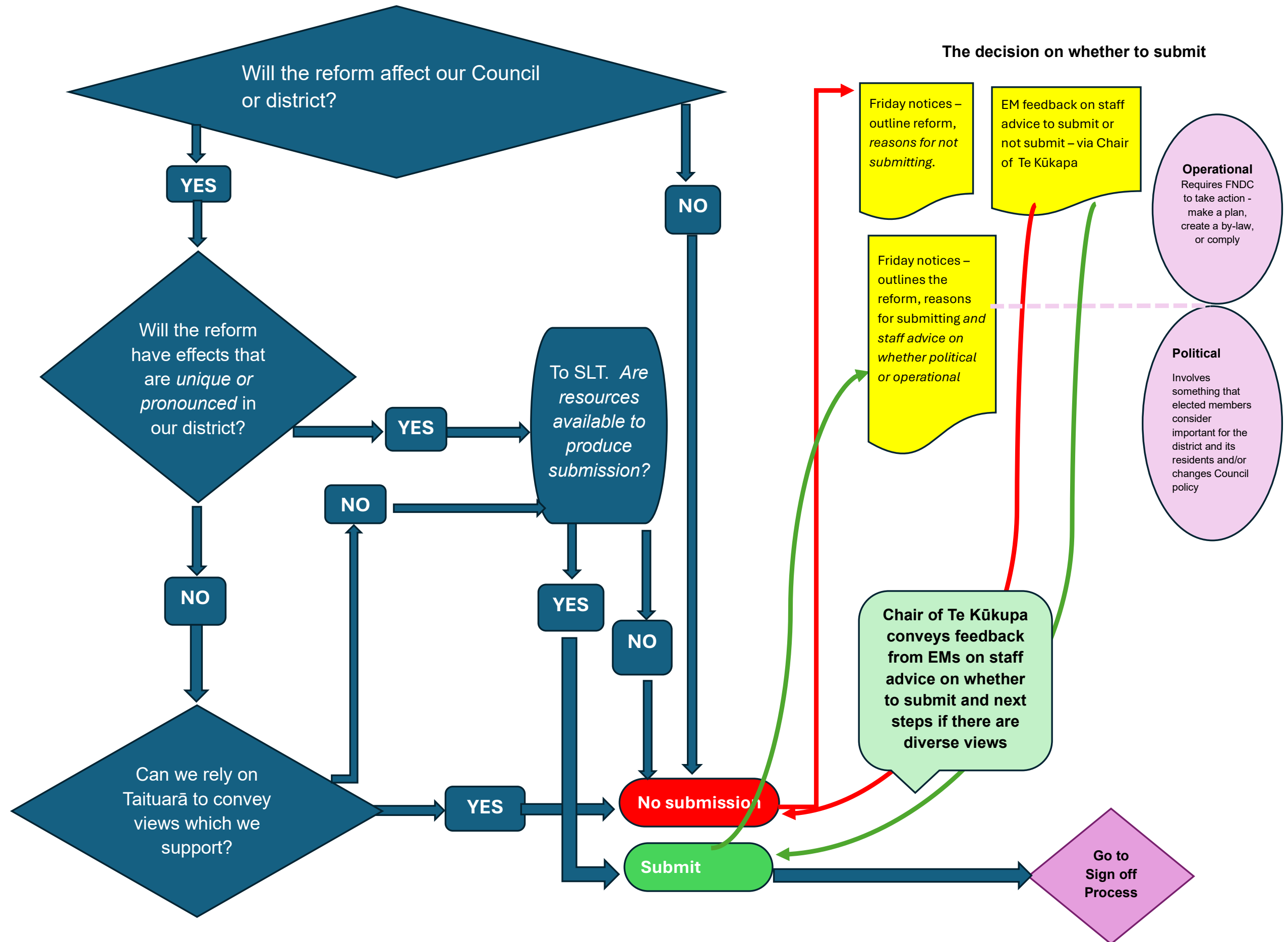
2. The decision on whether to submit

- a) Staff will identify any Government reform proposals in policy areas of relevance to Council and provide advice to Elected Members, in Friday Notices, on whether to submit
- b) Submissions will usually be prepared only on reforms that have unique or pronounced effects on Council or on the district
- c) Where a reform will *not* have unique or pronounced effects, Council will usually rely on a Taituarā submission to convey views to the Government that the Council supports
- d) Staff will provide advice on whether a reform is primarily political or operational, and this categorisation will determine appropriate approval and sign out processes
- e) *Operational submissions* are on matters that require FNDC to act, plan, create a bylaw, or comply with a Government law or directive
- f) *Political submissions* are on matters that are important for the district, or where Government proposals would require changes to established Council policies
- g) Elected Members can provide feedback to staff, via the Chair of Te Kūkupa, on advice they receive on reforms, including advice on whether to submit, and advice on the proposed categorisation of submissions as political or operational.

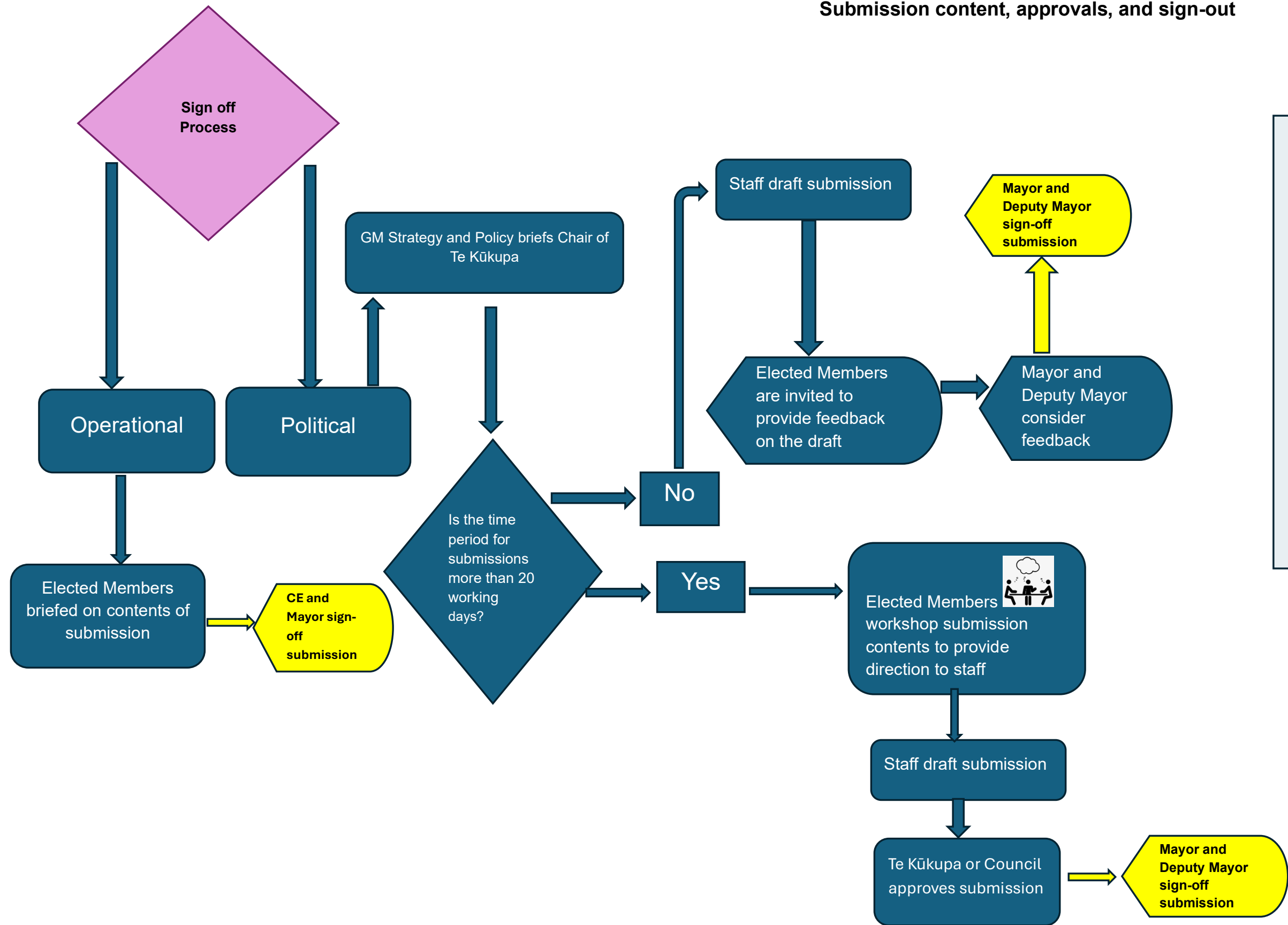
3. Submission content, approvals, and sign-out

- a) Where a submission is *operational*, the Chief Executive and the mayor will approve and sign out the submission
- b) Where a submission is *political*, and the time available to make a submission is *more than 20 working days*, the following approval and sign-out process will apply:
 - i) The General Manager Strategy and Policy will brief the Chair of Te Kūkupa on the reform
 - ii) A workshop will be convened for all available Elected Members, and the deliberations will provide direction to staff on the content of the submission
 - iii) Staff will draft the submission and facilitate any process as directed by the Chair
 - iv) Te Kūkupa or Council will approve the submission
 - v) The Mayor and Deputy Mayor will sign out the submission on behalf of Council.
- c) Where a submission is *political*, and the time available to make a submission is *less than 20 working days*, the following approval and sign-out process will apply:
 - i) Staff draft the submission
 - ii) Elected Members are invited to provide feedback on the submission
 - iii) To the extent practicable in the available time, the feedback is considered by the Mayor and Deputy Mayor

- iv) The Mayor and the Deputy Mayor have delegated authority to approve and sign out the submission
- v) The Mayor and Deputy Mayor decide on the extent and form of any consultation with Elected Members on the submission contents.



Submission content, approvals, and sign-out



6.4 UPDATING ALCOHOL CONTROL AREAS

File Number: A5540434

Author: Donald Sheppard, Policy Advisor

Authoriser: Tammy Wooster, Acting Group Manager - Planning and Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

To declare new Alcohol Control Areas and amend existing Alcohol Control Areas in the district by resolution of Council.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Alcohol Control Areas (alcohol-free areas or alcohol-ban areas) are public places where it is prohibited to consume, bring in, or possess alcohol.
- These Alcohol Control Areas can be amended or declared by resolution of Council and are listed in the Register of Resolutions in the [Alcohol Control Bylaw 2018](#) (the Bylaw).
- On 25 September 2025 (resolution 2025/116 refers) the Council authorised public consultation on the *Proposal to Amend Alcohol Ban Areas* (the Proposal). This Proposal recommended declaring three new Control Areas (Ōpua, Waitangi and Lake Ngātu) and amending five existing Control Areas (Kaitāia, Kerikeri, Waipapa, Paihia, and Kaikohe).
- 150 written submissions were received on the Proposal with 69% expressing full-support and 13% part-support (82% full and part support). See Attachment One, *Analysis of Alcohol Control Area Submissions*.
- Overall, submitters supported all the recommendations to declare new Alcohol Control Areas and to amend existing Areas, except for declaring Ōpua a new Alcohol Control Area. The Bay of Islands-Whangaroa Community Board agreed that Ōpua should not be declared a new Alcohol Control Area.

TŪTOHUNGA / RECOMMENDATION

That Council, under section 147b of the Local Government Act 2002, and in accordance with clauses 6.1 and 7.1 of the Alcohol Control Bylaw 2018:

- a) **Declare two new permanent Alcohol Control Areas that will apply 24 hours a day, 7 days a week, all year round:**
 - i) **Waitangi - as shown in Attachment 3, map 25**
 - ii) **Lake Ngātu - as shown in Attachment 3, map 11.**
- b) **Amend five current permanent Alcohol Control Areas that will continue to apply 24 hours a day, 7 days a week, all year round:**
 - i) **Kaitāia - as shown in Attachment 3, map 7**
 - ii) **Kerikeri - as shown in Attachment 3, map 9**
 - iii) **Waipapa - as shown in Attachment 3, map 24**
 - iv) **Paihia - as shown in Attachment 3, map 17**
 - v) **Kaikohe as shown in Attachment 3, map 6.**
- c) **Agree that the resolutions in a) and b) above will come into effect on 01 August 2026.**
- d) **Approve amending the Register of Resolutions and other relevant Additional Information in the Alcohol Control Bylaw 2018 as per Attachment Three.**
- e) **Authorise the Chief Executive to make any necessary minor edits or amendments to the Register of Resolutions and other Additional Information in the Alcohol Control**

Bylaw 2018 to correct spelling or typographical errors or to reflect decisions made by the Council at its meeting on 29 April 2026.**Procedural note:**

As this is the final stage of the review of the Alcohol Control Areas, with the decision to consult on the Proposal made by the Council on 25 September 2025, this report is not addressed to the Te Kūkupa Committee, but to the full Council.

1) TĀHUHU KŌRERO / BACKGROUND**Alcohol consumption in public places in the district**

Public drinking in the Far North is common and is often relatively harmless, e.g. people having a quiet drink at a picnic. However, excessive drinking in public can lead to disorderly and criminal behaviour, impacting others' enjoyment of public places, making members of the public feel unsafe, and/or degrading the amenity and good order of localities, for example through alcohol litter, vandalism, and graffiti.

Alcohol Control Areas (wāhi waipiro kore)

The Bylaw addresses the problems of alcohol-related disorder and criminal behaviour in public places by prohibiting the consumption, bringing in, or possession of alcohol in Alcohol Control Areas declared under section 147 of the Local Government Act 2002 (LGA02).

Section 147(1) of LGA02 gives a broad definition of the public places where alcohol bans can apply, as places that are open to or used by the public. These places may include streets, sportsgrounds, reserves, and some private properties open to the public such as private carparks.

There are twenty-three current permanent Alcohol Control Areas in the district: Ahipara, Coopers Beach Reserve, Haruru Falls, Hihi, Kaeo, Kaikohe, Kaitāia, Kawakawa, Kerikeri, Kohukohu, Lily Pond, Moerewa, Okaihau, Omapere, Opononi, Paihia, Pukenui, Rawene, Russell, Taipā, Taupo Bay, Tokerau Beach, and Waipapa.

Maps of the current Control Areas are included in the current Register of Resolutions to the Bylaw.

The Police enforce the Bylaw

The Police enforce the Bylaw and in the Alcohol Control Areas they have the power to:

- search vehicles, bags, and packages for alcohol
- seize and remove alcohol
- ask people to leave the Control Area
- issue infringement notices to offenders with a \$250 fine
- arrest people who commit offences or do not comply with police instructions.

Police have discretion under the Bylaw – they are not required to act unless they observe actual or potential alcohol-related crime or disorder. Typically, they will ignore someone having a quiet drink in an alcohol ban area.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS**Declaring new Control Areas or amending existing Areas**

Under section 147B of LGA02, clauses 6.1 and 7.1 of the Bylaw state that the Council may declare or amend permanent Alcohol Control Areas by resolution after public consultation in accordance with section 82 of LGA02.

To make these determinations Council must be satisfied that:

- there is evidence of a high level of alcohol-related crime or disorder in the area
- the ban is appropriate and proportionate
- any limitation on public rights and freedoms is justified.

Review of the Alcohol Control Areas

Council staff identified and analysed data provided by the public and agencies such as New Zealand Police and the National Public Health Service (Northern Region) to support declaring new Control Areas and amending existing Areas.

Decision-making framework

Staff used a decision-making framework to identify areas with high levels of alcohol-related crime and disorder. Based on this information staff recommended declaring three new Control Areas and amending five current Areas. This information was presented to the three Community Boards in the first week of September 2025 who all recommended that the Council should approve consultation with the public on the Proposal to update the Control Areas.

Consultation on the Proposal

On 25 September 2025 the Council approved public consultation on the Proposal to declare three new Alcohol Control Areas and amend five existing areas (resolution 2025/116 refers).

Consultation took place from 03 November to 01 December 2025 (4 weeks) and 150 written submissions were received. The following table summarises the overall results:

Support for the Proposal	Total response (district-wide)	
Support in full	69%	82% support in full or in part
Support in part	13%	
Do not support at all	16%	
Not sure	2%	
Number of submissions	150	

While overall support for the proposal was strong, submissions from Ōpua residents stated that alcohol-related public disorder and criminal behaviour in Ōpua is not an issue. This finding is backed by Police data indicating relatively few alcohol-related incidents in Ōpua and by on-the-ground feedback from Public Health NZ (Northern Region) of a comparative lack of evidence of alcohol-related litter in the area to indicate drinking in public. For this reason, Council staff now recommend not declaring Ōpua an Alcohol Control Area.

See Attachment One for full analysis of public feedback.

Community Board resolutions

Council staff reported the results of the public consultation to the three Community Boards whose responses were as follows:

- On 11 February 2026 the Kaikohe-Hokianga Community Board recommended to Council that the Kaikohe Control Area be amended as recommended by Council staff (resolution 2026/2 refers)
- On 12 February 2026 the Bay of Islands-Whangaroa Community Board recommended to Council that Ōpua should not be declared a Control Area, that Waitangi should be declared a Control Area, and the existing Control Areas in Kerikeri, Waipapa, and Paihia should be amended (resolution 2026/5 refers)
- On 09 February 2026 the Te Hiku Community Board recommended to Council that Lake Ngātu be declared an Alcohol Control Area (resolution 2026/3 refers). At this meeting the Te Hiku Board asked staff to undertake further targeted consultation with owners and managers of private carparks in Kaitāia to make sure they had no objections to making these carparks alcohol-free. The outcome of this consultation was unanimous support from these owners and managers for including their carparks in the Control Area.
- On 07 April 2026, the Te Hiku Community Board recommended to Council that the Kaitāia Control Area should be amended (resolution 2026/22 refers).

Specific locations to be included in amended and new Control Areas

Specific locations recommended to be included in revised and new Alcohol Control Areas in the Ward are listed in Attachment Two. These locations can be viewed at this interactive link: [GIS Maps of Current and Amended Control Areas](#).

Amended Information in the Bylaw

Attachment Three shows proposed amendments to the Register of Resolutions and Additional Information in the Bylaw, including seven maps illustrating the new and amended permanent Alcohol Control Areas. Maps of Control Areas with no changes will be retained 'as is' in the final revised Register.

Council staff recommend 24x7 alcohol bans all year round

This will provide Police with a regulatory tool to respond to alcohol-related crime and disorder whenever it occurs, rather than relying on limited timeframes that may not align with actual incidents. By contrast, partial bans that only apply at certain times of the day or year would leave gaps that would reduce the effectiveness of enforcement and risk undermining public safety.

Options

Option One is that the Council amends and declares the Alcohol Control Areas described above, while Option Two is that Council maintains the status quo/does nothing. Advantages and disadvantages of these Options are as follows:

Options	Advantages	Disadvantages
<p>Option One - Council declares two new permanent alcohol ban areas (Waitangi and Lake Ngātu) and amends five current ban areas (Kaitāia, Kerikeri, Waipapa, Paihia, and Kaikohe). All new ban areas will apply 24x7 all year round.</p> <p>The recommended Option</p>	<p>Reducing alcohol-related disorder and crime to make public places in the district safer for the public</p> <p>Evidence-based targeting of problem areas</p> <p>New and amended ban areas will include locations where high levels of alcohol-related crime and disorder is occurring that are not included in current Control Areas.</p> <p>Enabling the Police to enforce the Bylaw in these areas. This is a more flexible and less time-consuming approach than charging offenders under the Summary Offences Act or Crimes Act.</p> <p>Applying the bans 24 x 7 will enable the Police to act whenever they encounter problem drinking in public in the ban areas.</p>	<p>None identified</p>
<p>Option Two – Council maintains the status quo/ does nothing</p>	<p>None identified</p>	<p>Alcohol ban areas will not fully reflect where high levels of alcohol-related crime and disorder are occurring.</p> <p>The Police will not be able to act flexibly and proactively to address alcohol-related problems in the new recommended ban areas.</p>

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The recommended option means that the Alcohol Control Areas made under the Bylaw will better reflect where alcohol-related crime and disorder is occurring in the district. This will make these places safer for the public and enable the Police to enforce the Bylaw in these areas.

Also, under LGA02, to amend and declare Alcohol Control Areas, the following criteria must be met:

- evidence of a high level of alcohol-related crime or disorder in the area
- the recommended alcohol bans are appropriate
- Council’s response is proportionate
- any limitations on public rights and freedoms are justified

The report to the Council meeting on 25 September 2025 outlines how these criteria were met. Not declaring Ōpua to be an Alcohol Control Area has no impact on meeting these criteria.

IMPLEMENTATION

Implementation will involve the following actions:

- the Register of Resolutions and Additional Information in the Bylaw will be updated
- an interactive GIS map of the Alcohol Control Areas will be posted on Council’s website
- the new alcohol ban areas will be communicated to the public via a media release
- alcohol-free signage will be selectively placed in these new areas

- the Police will communicate to front-line staff that the Control Areas have changed with the revised GIS maps allowing them to check if specific locations are covered.

To allow time for the above actions to occur, the new alcohol ban areas will not come into effect until 01 August 2026.


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

Across the district the following costs will be involved:

Cost component	Estimated cost
Policy research and development	<\$1,000
Consultation and communication	Minimal
Printing, erecting and placing new signage	\$5,000

All these costs will come from within existing budgets.

ĀPITIHINGA / ATTACHMENTS

1. **Analysis of Alcohol Control Area Submissions - A5551196** [↓](#) 
2. **Maps of New and Revised Alcohol Ban Areas - A5551174** [↓](#) 
3. **Amended Register of Resolutions for the Alcohol Control Bylaw 2018 - A5551685** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
<p>State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy</p>	<p>Under the Significance and Engagement Policy the level of significance is low as the recommended resolutions a) do not involve the transfer of the ownership or control of assets; and b) are not inconsistent with current Council plans or policies.</p> <p>Clause 7.2 of the Bylaw states that Council will consult in accordance with section 82 of LGA02 on any proposal to declare, amend or revoke a permanent Alcohol Control Area.</p>
<p>State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.</p>	<p>The relevant community outcome from the Long-Term Plan is 'Communities that are healthy, safe, connected and sustainable'.</p> <p>Under section 147B of LGA02, section 7 of the Bylaw provides that Council may declare or amend Alcohol Control Areas by resolution following public consultation under section 82 of LGA02.</p> <p>Sections 169 and 170 of LGA02 describe the powers given to the Police to enforce the Bylaw in the Alcohol Control Areas.</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>As the recommendation to amend and declare permanent Alcohol Control Areas applied to specific locations within the three Wards in the district, it was important to understand the views of the Community Boards, and this occurred as follows:</p> <ul style="list-style-type: none"> • In May 2025 briefing meetings were held with the three Community Boards to introduce the review of the Alcohol Control Areas • In the first week of September 2025 the research report and recommendations were presented to the Community Boards who recommended that the Council approve consultation on the recommended revised Alcohol Control Areas in their Wards

	<ul style="list-style-type: none"> From February to April 2026, analysis and recommendations relating to public consultation were presented to the Community Boards, requesting recommendations to the Council.
<p>State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.</p> <p>State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.</p>	<p>The recommendation to revise Alcohol Control Areas in the district does not consider the relationship of Māori to land, water, sites, wāhi tapu, valued flora and fauna and other taonga as it does not “significantly affect land or a body of water” as covered by section 60A of LGA02.</p> <p>In conducting the research, groups representing Māori interests expressed their support for the review including:</p> <ul style="list-style-type: none"> Te Hauora o Ngāpuhi Hauora Te Hiku Whiria Te Muka Te Rūnanga o Te Rarawa Waka ama coaches and participants re Lake Ngātu. <p>These groups and the National Public Health Service, Northern Region noted that crime and disorder relating to consuming alcohol in public is not particularly an issue affecting Māori.</p> <p>Iwi groups were specifically invited to have their say on the Proposal during public consultation.</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>Three main groups of people are likely to be affected by changes to the Alcohol Control Areas:</p> <p>1) The general public The public can be negatively affected by crime and disorder in public places e.g. feeling intimidated or threatened by intoxicated individuals, having their property damaged, and/or feeling intimidated in these public places. The public had the opportunity to have their say via a survey of attitudes to alcohol in the district and during public consultation.</p> <p>2) Those consuming alcohol in public The Police have the discretion to ignore someone peacefully enjoying a drink in an Alcohol Control Area. However, within these Areas the Police have a range of powers to address offenders whose behaviour is intimidating, aggressive or anti-social. The Research Report examined how the rights of these people may be affected by the Human Rights Act 1990, and how the limitations applied in the revised Alcohol Areas are reasonable in relation to these rights.</p> <p>3) Businesses whose carparks are declared as alcohol free areas Carparks can be a problem area for drinking in public. As part of the public consultation process, businesses whose carparks were proposed to become alcohol free areas were asked if they would like to give feedback on this matter to the Council, and no negative feedback was received.</p>

	<p>The Te Hiku Community Board requested staff consult with the owners and managers of private carparks in Kaitāia proposed to become alcohol-free areas. This took place with unanimous support for this occurring.</p>
<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>District-wide costs will be incurred for policy research and development (est. <\$1,000), consultation and communication (minimal), and to print, erect, and place new signage (est. \$5,000).</p> <p>All these costs come from within existing budgets.</p>
<p>Chief Financial Officer review.</p>	<p>The Chief Financial Officer has not reviewed this report.</p>

Analysis of submissions

Review of Alcohol Control Areas

1 Background

Council Approval of Public Consultation on the Review of Alcohol Control Areas

On 15 September 2025, following a review of the Alcohol Control Areas in the District, the Council approved the following (Resolution 2025/116 refers):

“That the Council, under section 147B of the Local Government Act 2002, approves consulting on:

- a) declaring three new permanent Alcohol Control Areas that will apply 24 hours a day, 7 days a week, all year round:
 - i) Waitangi
 - ii) Ōpua
 - iii) Lake Ngātu.
- b) amending five current permanent Alcohol Control Areas that will continue to apply 24 hours a day, 7 days a week, all year round:
 - i) Kaitāia
 - ii) Kerikeri
 - iii) Waipapa
 - iv) Paihia
 - v) Kaikohe.
- c) adopts the *Proposal to Amend Alcohol Ban Areas* to be released for public consultation to meet the requirements of section 82 of the Local Government Act 2002.
- d) approves the period for making written submissions on the Proposal will be a minimum of 4 weeks and will take place after the local body elections.”

Consultation Details

Accordingly, in the period from 3 November to 1 December 2025 (4 weeks), the public was invited to provide their views on the Proposal to Amend Alcohol Ban Areas (the Proposal).

They were informed of the consultation via:

- emails to:
 - Council’s database of people interested in being informed of consultation topics (this includes business associations and other community groups)
 - iwi contacts
 - businesses who will potentially be affected by new and revised Alcohol Control Areas
- the ‘Have Your Say’ page on the Council website
- a media release
- social media postings.

The following report analyses the submissions received and makes recommendations regarding the Alcohol Control Areas to be ratified by resolution of Council.

2 Summary of submissions

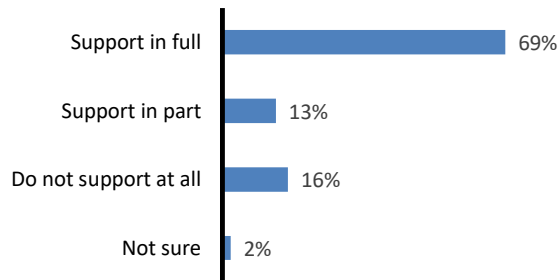
One hundred and fifty written submissions were received (148 online and 2 via email), while no one chose to verbally submit to the Council. Of the 150 written submissions, 136 were from individual submitters and 14 were from organisations.

This report analyses these submissions and recommends one modification to the original Proposal, namely not declaring Ōpua as an Alcohol Control Area.

A numbered list of people who made submissions is in Appendix One and these numbers are used to refer to the individual submissions in the body of this report.

Overall, there was strong support for the Proposal. The following chart summarises this support:

Figure 1: Support for declaring three new Alcohol Control Areas and revising five Existing Areas



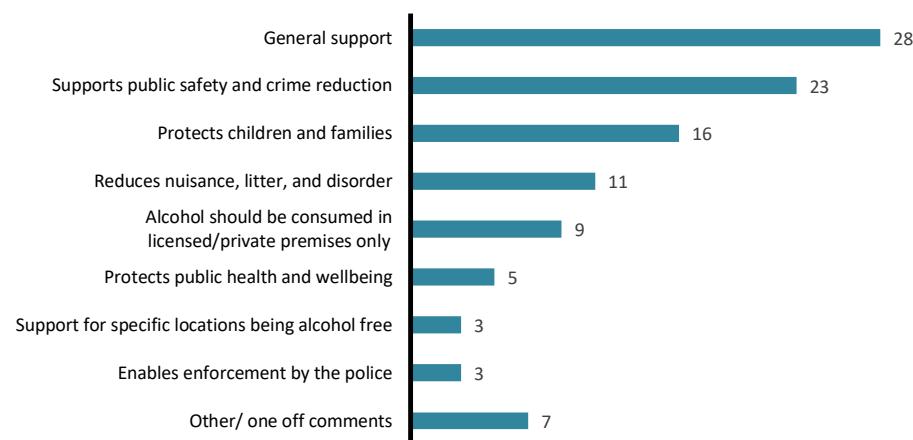
Base: 150 written submissions.

103 submissions (69%) fully supported the Proposal, 20 submissions (13%) supported this in part, while 24 submissions (16%) did not support the Proposal at all.

3 Why submitters supported the Proposal

Main reasons for supporting the Proposal (from those who expressed full and part support) are illustrated below:

Figure 2: Main reasons for supporting declaring three new Alcohol Control Areas and revising five Existing Areas (number of responses)



Base: 91 people who gave reasons why they supported the Proposal.

Note: Some people gave multiple reasons.

These responses are discussed below...

General support

Twenty-six people expressed general support for the Proposal, along the lines, “We don’t need alcohol in public areas” (submitter 5) and “Public drunkenness has no positives” (84).

Supports public safety and crime reduction

Twenty-three people said the proposed changes to the Alcohol Control Areas support public safety and crime reduction. As submitter 93 stated, *Any reduction in alcohol drinking in public is better, safer, and reduces crime in our community.*

Protects children and families

Sixteen submitters said that the amendments to the alcohol ban areas will protect children and families from exposure to alcohol-related misbehaviour in public. Submitters noted that alcohol-free spaces are safer for families and children who should not be exposed to adults drinking out of control.

Reduces nuisance, litter, and disorder

Concerns about nuisance, litter, and general disorder were expressed by eleven submitters who noted negative impacts on public spaces. Typical comments included:

Use of alcohol ... creates a nuisance, and litter problem (45)

Public drinking is dangerous because it can promote crime, violence and disorder (100).

Alcohol should be consumed in licensed/private premises only

Nine people said that alcohol should only be consumed in licensed premises or private property, not in public places.

Protects public health and wellbeing

Five people, including those from Hauora organisations, mentioned public health benefits of having alcohol bans:

Considering the harm alcohol has caused in our communities, historically and continuing today, strict restrictions are essential to help prevent littering, loitering, drunk driving, domestic violence, and general public disturbances (96).

Support for specific locations being alcohol free

Three submitters expressed support for specific locations being alcohol free. Their comments are discussed in section 5 of this report.

Enables enforcement by the police

Three people noted that the proposed changes to the Alcohol Control Areas support the Police to enforce action against alcohol-related crime and disorder in these Areas.

Other/ one-off comments

Individual submitters noted:

- Alcohol consumption is associated with domestic violence (25)
- Too many drunks are seen in public (47)
- Alcohol-related disorderly behaviour has been on the rise over the last few years (55)
- Alcohol is harmful and should be classified as a class 1 drug (111)
- Declaring areas as alcohol-free raises public awareness of drinking responsibly (59).

Staff analysis

Reasons given for supporting the Proposal reflect the intended purpose of Alcohol Control Areas to help reduce alcohol-related harm in public places including protecting public safety, reducing crime, protecting children and families, and reducing public nuisance, litter and disorder.

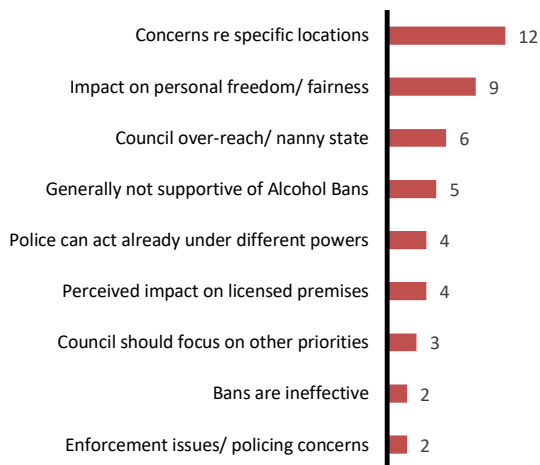
Staff recommendation

No changes are recommended to the Proposal based on these positive submissions.

4 Why submitters were not fully supportive of the Proposal

Main reasons for not fully supporting the Proposal (from those who expressed part support and those who did not support the Proposal at all) are illustrated below:

Figure three: Main reasons for not fully supporting declaring three new Alcohol Control Areas and revising five existing areas (number of responses)



Base: 35 people who did not fully support revising the ban areas or only supported this in part.

Note: Some people gave multiple reasons.

These reasons are discussed below.

Concerns re specific locations

Twelve submitters expressed concerns about specific locations proposed to be alcohol-free areas. Their feedback is discussed in section 5 of this report.

Impact on personal freedom/ fairness

Nine people were concerned that alcohol-free areas will impact on their personal freedom of choice or will unfairly discriminate against responsible drinkers. Typical quotes included:

Individuals should be able to do as they please in public spaces (89)

Why should people be told that they can't have a quiet drink with their picnic on the beach? (101)

I don't believe in taking away the rights of many because of a few people that can't control themselves (6).

Staff analysis

Individual rights are vital, yet they must be balanced against community wellbeing, especially in shared public spaces where the actions of a few can cause significant harm to many.

Alcohol-related disorder and crime have repeatedly disrupted community safety and enjoyment in many localities in the district. When irresponsible drinking leads to violence, intimidation, and property damage, the Council has a duty to act.

Restricting the possession and consumption of alcohol in these high-risk locations is a proportionate and preventative measure. As required by section 147(1)(b)(i) of the Local Government Act 2002 (LGA02), Alcohol Control Areas can only be declared in places with a proven history of harm, to help ensure that families and residents can enjoy these areas without fear. This is not about punishing responsible drinkers; it is about protecting the wider community from the consequences of dangerous behaviour.

Staff recommendation

Council staff recommend no changes to the Proposal based on these submissions.

Council over-reach/ nanny state

Six submitters criticised the council for being too controlling or overstepping its role. Examples of their comments included:

We did not vote for a NANNY council. Get out of our lives. People should be able to have some drinks outdoors in Northland wherever they are without your nanny state interventions (92)

Over regulation to the extreme (101).

Staff analysis

Council staff advise that the Proposal does not exceed the council's authority. Under section 147(2) of the Local Government Act 2002, the council is empowered to make bylaws regulating the consumption, possession, or bringing of alcohol into public places (excluding licensed premises) where high levels of alcohol-related disorder and crime have occurred.

Alcohol Control Areas are declared where there is evidence of harm to the public including violence, disorder, and crime in specific areas. This is a proportionate, targeted response, not a blanket restriction on personal freedoms.

The term "nanny state" is often used to criticise government or council actions that are perceived as overly controlling, suggesting that authorities are treating adults like children who need supervision. It implies unnecessary interference in personal choices. The Council is not acting as a "nanny" but fulfilling its legal responsibility to ensure public spaces are safe and enjoyable for all.

Individual rights matter, but they must be balanced against the community's right to safety.

Staff recommendation

Given legislation empowers the council to declare alcohol bans in areas where a high level of alcohol-related crime and disorder exists and that these bans are a tool to address the extensive and serious problems of disorder and crime associated with public drinking in the Far North, no changes to the Proposal are recommended based on the above submissions.

Generally not supportive of Alcohol Bans

Five submitters expressed a broad lack of support for alcohol bans, often without giving detailed reasons. Their comments reflected scepticism or opposition to the concept of bans in general. One submitter (44) said there is no evidence of harm.

Staff analysis

Staff advise that there is strong evidence of drinking in public being a problem in the Far North.

A public survey conducted in May/June 2025 found that:

- 63% of respondents had observed people drinking in public in the district
- Of these, 60% reported witnessing disorderly or criminal behaviour, including littering, rowdy behaviour, excessive noise, violence, vomiting or urinating in public, and property damage.

Police records reinforce these findings. In 2024, 483 alcohol-related incidents in public places (excluding traffic offences) were reported to the Police in the Far North. Within the proposed three new Alcohol Control Areas and five revised areas, 284 incidents were reported to the Police in 2024 with 81 of these classified as very serious (e.g. acts intended to cause injury, weapons offences, theft, and sexual assault).

Staff recommendation

Council staff recommend no changes to the Proposal based on these submissions.

Police can act already under different powers

Four submitters said that existing laws such as the Summary Offences Act and the Crimes Act give the police sufficient powers to address alcohol-related issues, making new or revised alcohol bans unnecessary.

Staff analysis

It is true that the Police can rely on several key Acts to address drunk and disorderly behaviour in public including the Summary Offences Act 1981 and the Crimes Act 1961. In general, minor nuisances fall under the Summary Offences Act, while serious crimes escalate to the Crimes Act.

While these Acts give police strong powers to address serious incidents involving drinking in public, they provide limited powers for the Police to proactively prevent alcohol-related problems in public places before they escalate. Also, arresting and processing offenders under these Acts involves considerable time and resources for the Police and court system.

By contrast, Alcohol Control Areas made under the Alcohol Control Bylaw 2018 (authorised by section 147 of LGA02) have a range of benefits for the Police including:

- The ability to proactively address issues before they escalate
- The option to issue infringement notices with a fine of \$150 'on the spot'
- Considerably less time and resources required to 'process' offenders.

Staff recommendation

Compared with the powers provided by the Crimes Act and Summary Offences Act, designated Alcohol Control Areas give Police practical, immediate powers to proactively prevent alcohol-related harm in public without resorting to full criminal proceedings, thus saving time, reducing costs, and improving community safety. Staff therefore recommend no changes to the Proposal based on these submissions.

Perceived impact on licensed premises

Four submitters expressed concern that the Alcohol Control Areas would negatively impact on licensed premises:

The alcohol bans should not negatively impact outside seating areas provided by bars and cafes offering these, as this would negatively impact the business, and the customers' choice to be seated outside (53).

Staff analysis

Council staff advise that, as required by section 147(1)(b) of LGA02, licensed premises including licensed al fresco dining areas are excluded from the proposed alcohol ban areas.

Staff recommendation

Staff recommend no changes to the Proposal based on these submissions.

Council should focus on other priorities

Three people submitted that the council should focus on core services such as roads, water services, rubbish collection etc., rather than spending time and money on alcohol bans and restrictions:

Staff analysis

Staff advise that core services such as roading, water supply, and waste management, are a priority for the council, reflected in council's annual expenditure. Nevertheless, the council has a statutory responsibility under the LGA02 and the Health Act 1956 to promote and protect public health and safety.

The cost to review the Alcohol Control Areas is relatively small, as enforcement is carried out by the Police. These costs come from existing budgets and include:

- researching and reporting on the need for amendments to the Control Areas established in 2018
- consultation and engagement with the public
- printing and placing new signage (est. \$5,000).

Staff recommendation

Staff recommend no changes to the Proposal based on these submissions.

Bans are ineffective

Two submitters argued that alcohol bans are ineffective - *Banning alcohol in places hasn't done anything to reduce crime or alcohol-related issues (50).*

Staff analysis

Alcohol bans have been in place in the Far North since 2003 with the current Control Areas made by resolution of Council in 2018. Evidence was provided by the Police in 2018 for 16 of the 23 Alcohol Control Areas, that after alcohol controls were put in place the level of alcohol-related crime and disorder dropped. Examples of Police comments included the following:

Alcohol Control Area	Police comments re effectiveness of bans
Kawakawa	The alcohol ban has gone some way to prevent the migration of people with alcohol between licensed premises. The level of offending is not as severe, and serious injury assaults are now rare.
Kerikeri	The alcohol ban has improved both the visible wellbeing of the area and increased safety for all who use the area. The risk of violence and the need for a sustained police presence has reduced. People are less intimidated, especially at night. Serious injury assaults are now rare.
Omapere	There is not the same mass blatant drinking in carparks and public areas.
Paihia	The attraction to ‘hang around’ in town and look for trouble has reduced. The liquor ban has helped control the migration of people with alcohol between licenced premises. The level of offending is not so severe and serious assaults are less frequent.
Russell	Reports of fights, assaults and property damage are the exception. There is a general improved perception of public safety.
Waipapa	A reduction in alcohol related offending. Rarely do police encounter people breaching the Bylaw.

Staff recommendation

Evidence from the Police is that alcohol bans do have a positive effect. Therefore, staff recommend no changes to the Proposal based on these submissions.

Enforcement issues/ policing concerns

Two submitters raised concerns about the enforcement of the alcohol bans:

Actually enforcing current laws to address anti-social behaviour is key (127)

I think that police should do their job (6).

Staff analysis

Feedback from the Police is that their resources are stretched and in their day-to-day experience, other matters may take priority over people consuming or bringing alcohol into public places. However, if this drinking escalates into crime and public disorder they will act if possible.

Council could potentially lobby for more Police “on the beat” in Far North communities where alcohol-related crime and disorder is occurring to address the resourcing issue Police have in tackling this area. However, this is outside the scope of reviewing the Alcohol Control Areas.

Staff recommendation

Council staff recommend no changes to the Proposal in response to these submissions, as enforcement of the Bylaw is a matter of discretion for the Police.

Ban all drugs

One submitter (61) suggested that a ban on all drugs would be better than banning alcohol.

Staff analysis

Aside from alcohol bans and declaring council owned and administered public places as smokefree and vapefree, the council does not have the authority to ban other drugs in public (this is a matter for central government to address). NB. A Smokefree/Vapefree Policy is in development.

Staff recommendation

Council staff recommend no changes to the Proposal in response to this submission.

5 Feedback re specific locations

Submissions against the proposed Ōpua Alcohol Control Area

Eight submitters (10, 58, 76, 134, 136, 147, 149, and 150) were strongly opposed to an Alcohol Control Area being declared in Ōpua. They expressed that:

- Ōpua does not need an alcohol ban
- There is no evidence of public disorder in the area due to drinking in public - *I have NEVER seen any evidence that this area is affected by antisocial drinking* (150).
- The main type of crime in the area is car and boat theft – this suggests premeditated crime rather than disorder arising from public drinking.
- The Ōpua Marina should not be made an alcohol ban area as this is private property with gated access controls.

Staff analysis

The proposal to declare Ōpua an alcohol ban area was based on the level of alcohol-related incidents in public places reported to the Police across the whole of the Waitangi/Paihia/Ōpua area. However, feedback from Ōpua community members and from public health officials now indicates that the level of public drinking incidents in Ōpua is relatively minor and incidents in this broad area are concentrated in Paihia and Waitangi.

Council staff agree that the Marina should not be made an alcohol ban area as it is not open to or used by the general public. For this reason, the Marina was not included in the proposed Ōpua Alcohol Control Area.

Staff recommendation

Staff recommend that Ōpua is not declared an Alcohol Control Area.

Submissions in support of proposed alcohol ban areas in Waitangi and Paihia

Three submitters supported the proposed alcohol bans in Waitangi and Paihia:

Particularly the Waitangi area where yacht club personnel operating the slipway are often drinking where there is dangerous equipment in use and children watching (69)

Paihia is a holiday town and very family orientated particularly over summer. Not allowing groups that can appear intimidating drinking in public is highly desirable to maintain the safe family feel of the township (97).

Staff recommendation

Council staff recommend no changes to the Proposal in response to these submissions.

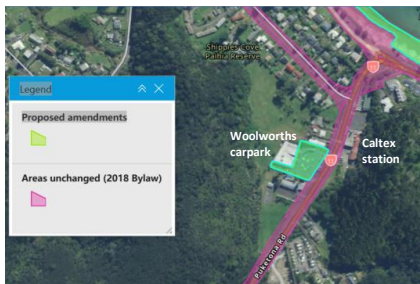
Submission regarding the Paihia Alcohol Control Area

One person (51) suggested a change to the Paihia Alcohol Control Area by extending the alcohol ban area from the Caltex service station and Woolworths supermarket down to the beach, on Puketona Road.

Staff analysis

Puketona Road from Woolworths and the Caltex service station to the beach is already included in the Alcohol Control Area, as shown in the map below:

Figure 3: Current and proposed alcohol ban locations on Puketona Road



Staff recommendation

Council staff recommend no change to the Proposal in response to this submission.

Submission regarding the Kerikeri Alcohol Control Area

Another submitter (65) suggested that the Fairy Pools area and the reserve area at Waipapa Landing should also be declared as alcohol-free.

Staff analysis

Re Fairy Pools

Fairy Pools Lane and Fairy Pools are already included in the proposed amendments to the Kerikeri Alcohol Control Area based on feedback from the public.

Re Waipapa Landing

Waipapa Landing is frequently used for swimming (as well as bathing and laundry during droughts). It is very open and looked over by local houses with the boat ramp parking being more secluded but also in clear view of the houses around the Inlet which tends to discourage public drinking. Public Health officials have occasionally observed alcohol-related litter in this area but consider this does not meet the threshold of ‘a high level of alcohol-related disorder and crime’ to justify declaring Waipapa Landing as an alcohol ban area.

Staff recommendation

Council staff recommend no change to the Proposal in response to this submission.

Submissions against the proposed new Lake Ngātu Alcohol Control Area

Two submitters opposed declaring an alcohol ban at Lake Ngātu because it would unfairly penalise ‘responsible drinkers’:

Lake Ngātu is a great picnic spot and with a complete alcohol ban you remove the choice of a responsible drinker to enjoy a wine or beer with food (16)

Lake Ngātu is a place families can relax and responsibly have a couple of drinks. Is there a way of policing anti-social behaviour without a full ban? (99)

Staff analysis

Unfortunately, as described in the *Research Report – Review of Alcohol Control Areas*, Lake Ngātu is a place where irresponsible public drinking has led to:

- Frequent broken glass from alcohol bottles causing cuts and injuries to children and adults using the Lake for activities like waka ama and swimming
- Alcohol litter, including bottles, cans, and drug paraphernalia, accumulating around the Lake and its access points, requiring regular clean-up by community members
- Exposure of children to drunken or abusive adults, with incidents of verbal abuse and intimidating behaviour reported
- Occasional fires, vandalism, and dangerous behaviour such as driving vehicles into the lake by intoxicated individuals



- Growing frustration among local users and clubs due to lack of effective action from authorities, leaving the community to manage safety risks alone.

Declaring Lake Ngātu as an alcohol ban area provides the Police with a regulatory tool to address this behaviour on-the-spot and enables Lake users to report irresponsible drinkers breaching the alcohol ban to the Police.

LGA02 does not allow the Council to impose a partial ban that only applies to irresponsible drinkers, but, given that the Police have discretion to enforce the alcohol ban (or not), they are likely to ignore ‘responsible drinkers’ enjoying a wine or beer with food.

Staff recommendation

Council staff recommend no change to the Proposal in response to these submissions.

Submission that the Kororāreka (Russell) Alcohol Control Area should be reviewed

One submitter wanted the review of Alcohol Control Areas to apply to Kororāreka:

I’d like to know why there is no review for Kororāreka? There is a massive clash of al fresco dining and the alcohol ban area. Makes it very confusing and also is undermining the whole kaupapa (33)

Staff analysis

All current Alcohol Control Areas including Kororāreka (Russell) were considered in the review. Staff recommended no changes to the Kororāreka ban area as the alcohol ban already applies to most streets in the town.

Compared with other towns in the district, the level of disorderly and criminal behaviour associated with drinking in public in Kororāreka is very low. This assessment was based on:

- a) **Police records** - only 10 alcohol-related incidents in public places were reported to the Police from 2021 to 2024 with just one incident reported in 2024. Comparative results for the Waitangi/Paihia/Ōpua area were 373 incidents from 2021 to 2024 and 47 incidents in 2024
- b) **Observations by public health officials** – “from a good order perspective there was little to be found in Russell in terms of alcohol related litter, graffiti, or vandalism”.

Under the Road Use Bylaw 2022, four on-licence premises on the Strand have been approved by the Council to provide al fresco dining in designated spaces near the beach, with conditions applying to these approvals such as tables and chairs must be removed by 10pm each day. The licences for these premises allow alcohol to be served in the al fresco dining areas. Alcohol is only permitted in these spaces until 10pm each day to align with their alfresco dining approval conditions. The following picture shows the al fresco dining area permitted for one of these premises, Butterfish:



Under the LGA02, alcohol bans apply in areas open to or used by the public, but not to licensed premises including al fresco dining areas permitted for these premises. Therefore, the alcohol ban on the Strand does not apply to the four al fresco dining spaces. Staff acknowledge that this situation can be confusing e.g. in the Butterfish area those sitting on the public bench are not allowed to consume alcohol, whereas those in the al fresco dining area less than a meter away can consume alcohol. However, staff disagree that this is a “massive clash” as the level of disorderly drinking in Kororāreka is very low.

Staff recommendation

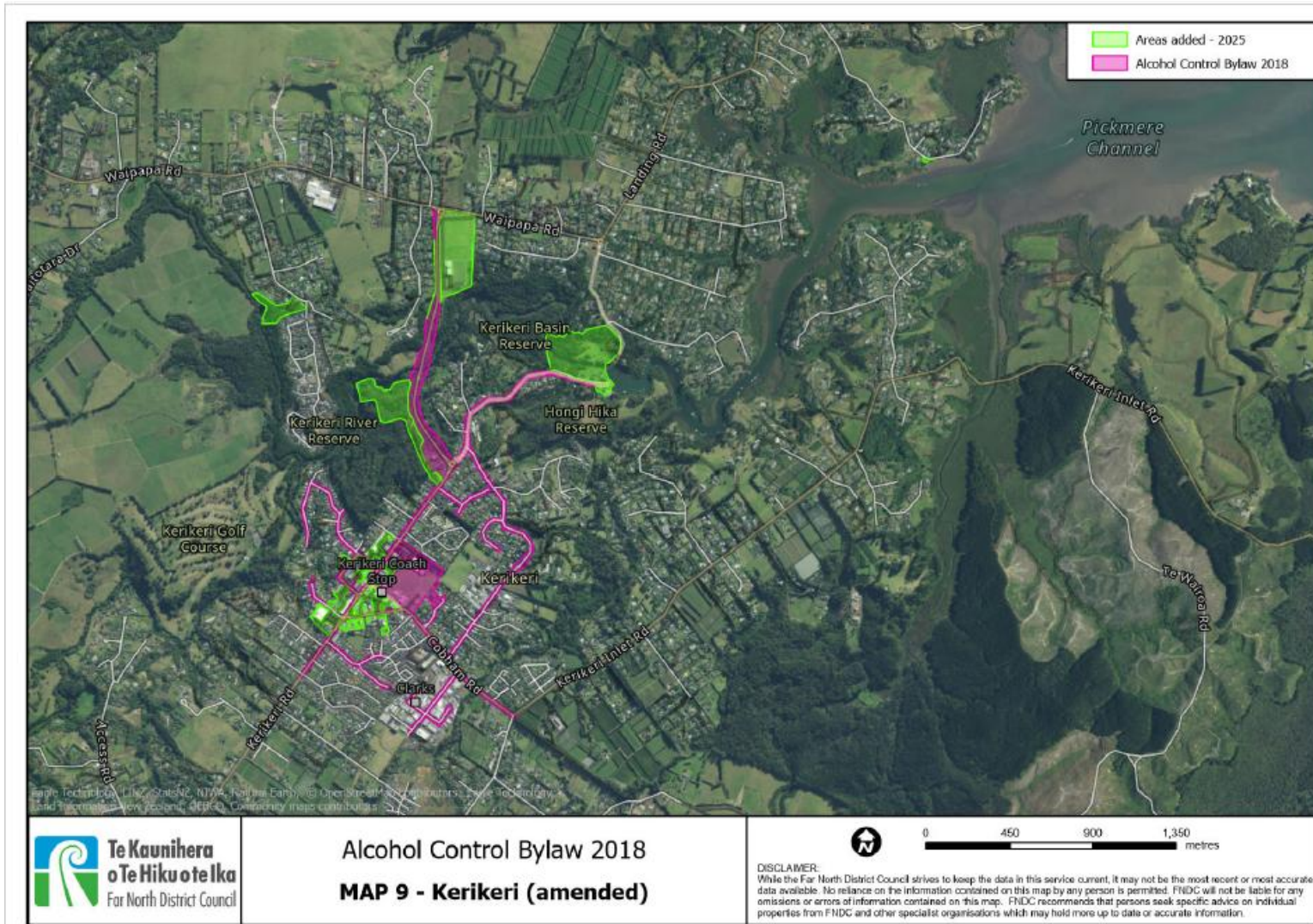
Council staff recommend no change to the Proposal in response to this submission.

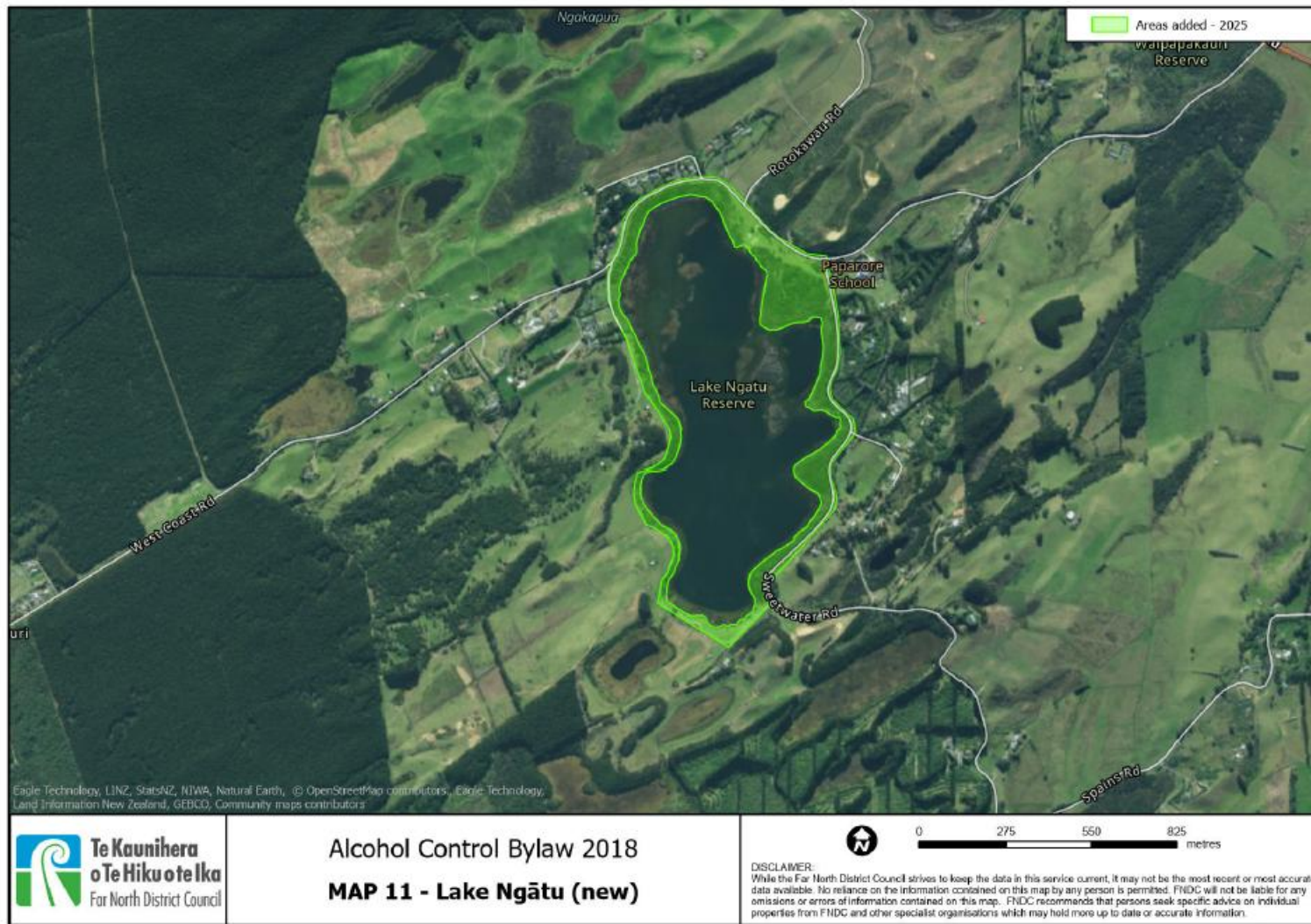
APPENDIX 1 – LIST OF SUBMISSIONS RECEIVED

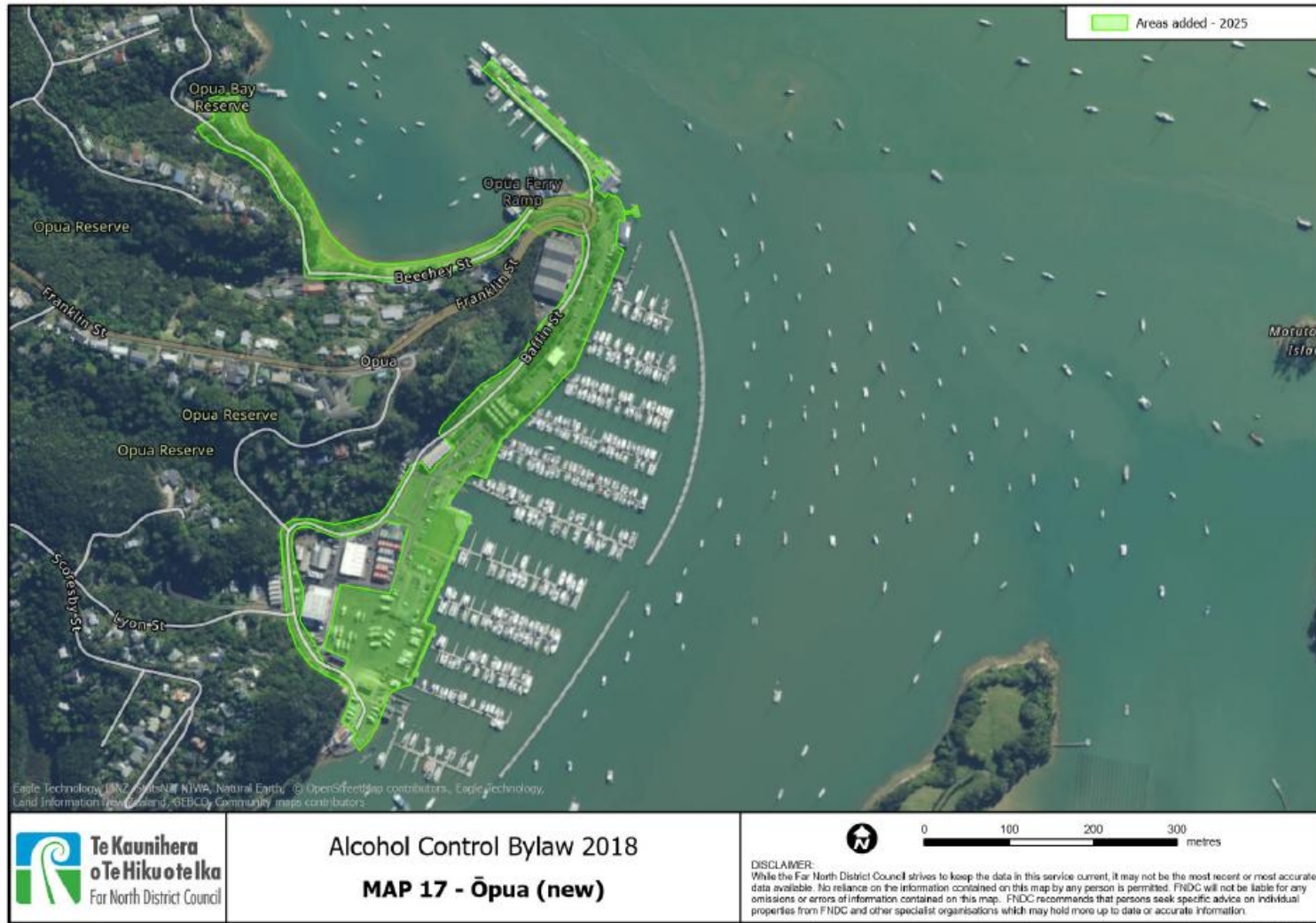
Number	Organisation
1	Individual submission
2	Individual submission
3	Individual submission
4	Individual submission
5	Individual submission
6	Individual submission
7	Individual submission
8	Individual submission
9	Asian Development Bank
10	Individual submission
11	Individual submission
12	Individual submission
13	Individual submission
14	Northland Experiences
15	Individual submission
16	Individual submission
17	Individual submission
18	Individual submission
19	Individual submission
20	Individual submission
21	Doubtless Bay Business Association
22	Individual submission
23	Individual submission
24	Individual submission
25	Individual submission
26	Individual submission
27	Individual submission
28	Individual submission
29	Laser Plumbing Kerikeri
30	Individual submission
31	Individual submission
32	Individual submission
33	Individual submission
34	Individual submission
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36	Individual submission
37	Individual submission
38	Individual submission
39	Individual submission
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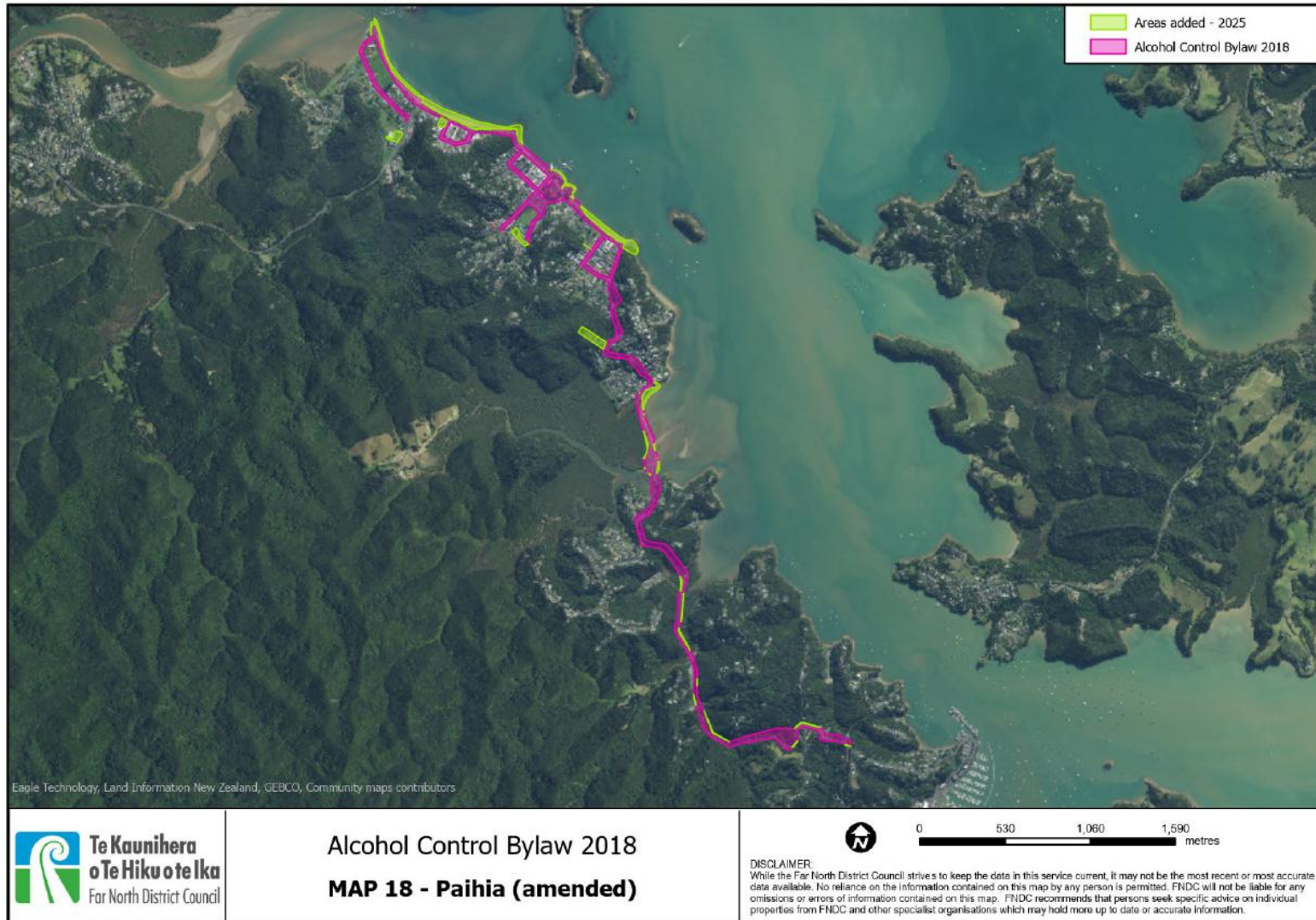
Number	Organisation
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58	Individual submission
59	Individual submission
60	Individual submission
61	Individual submission
62	Individual submission
63	Taronui Bay
64	Individual submission
65	Individual submission
66	Individual submission
67	Individual submission
68	Individual submission
69	Individual submission
70	Individual submission
71	Individual submission
72	Individual submission
73	Individual submission
74	Te Wānanga o Te Rangi Aniwaniwa
75	Individual submission
76	Individual submission
77	Individual submission
78	Individual submission
79	Individual submission
80	Individual submission
81	Russell Protection Society
82	Individual submission
83	Individual submission
84	Individual submission
85	Individual submission
86	Individual submission
87	Individual submission
88	Individual submission
89	Individual submission
90	Individual submission
91	Individual submission
92	Individual submission
93	Individual submission
94	Individual submission
95	Individual submission
96	Individual submission
97	Individual submission
98	Individual submission
99	Individual submission
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102	Individual submission
103	Feros Ferio Winery
104	Individual submission
105	Individual submission
106	Individual submission
107	Individual submission
108	Individual submission

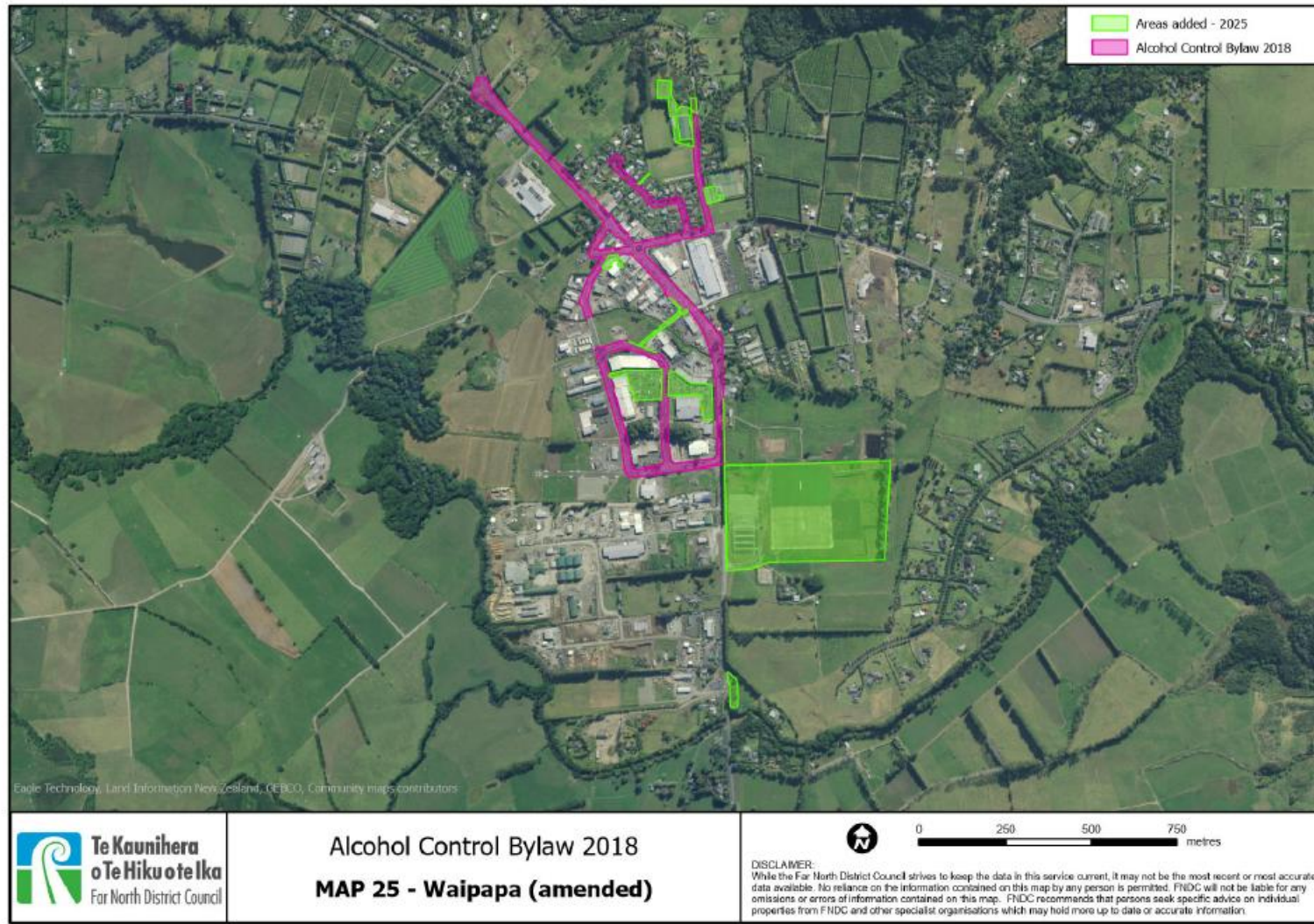
Number	Organisation
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111	Individual submission
112	Individual submission
113	Individual submission
114	Individual submission
115	Te Rarawa Anga Mua
116	Individual submission
117	Individual submission
118	Individual submission
119	Individual submission
120	Individual submission
121	Individual submission
122	NgaPuhi (no further detail)
123	Individual submission
124	Individual submission
125	Individual submission
126	Individual submission
127	Individual submission
128	Individual submission
129	Individual submission
130	Individual submission
131	Individual submission
132	Individual submission
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135	Individual submission
136	Individual submission
137	Individual submission
138	Individual submission
139	Individual submission
140	Individual submission
141	Te Pokapu Clinic
142	Individual submission
143	Te Rūnanga o Whaingaroa
144	Ngātihine Health Trust
145	Individual submission
146	Individual submission
147	Individual submission
148	Individual submission
149	Individual submission
150	Individual submission

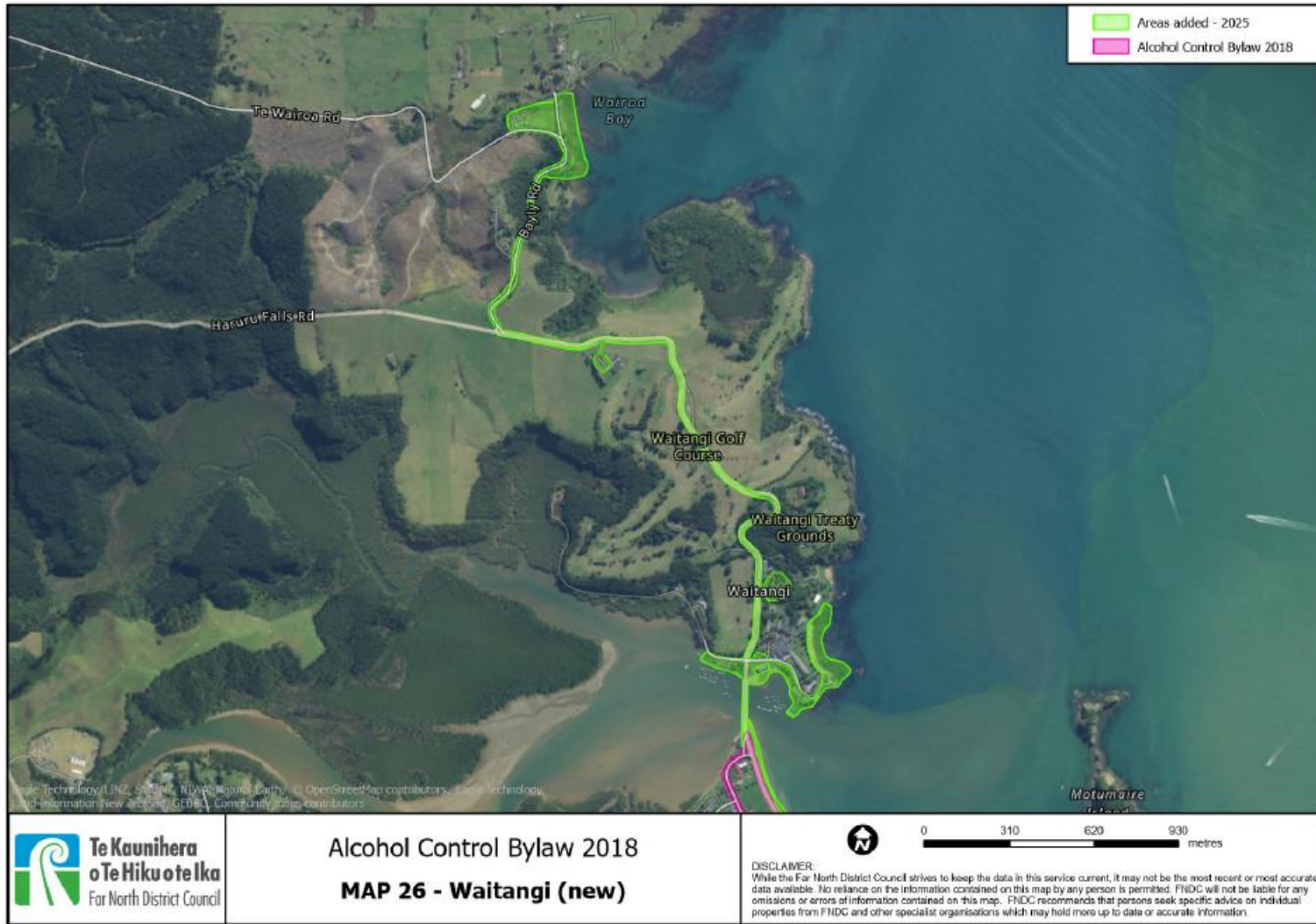












Amended Register of Resolutions and Additional Information for Alcohol Control Bylaw 2018

Note for Council Meeting 29 April 2026: Changes compared with 2018 are indicated in red type

Section 2: Related documents

Document	Description	Location	Date
<i>Reports to Council/Committee/Panels</i>			
Adoption of Proposal	Proposal including draft Bylaw adoption for public consultation	Proposal	30 August 2018
Deliberations	Deliberations on submission issues raised	Deliberations	27 November 2018
Making of Bylaw	Council made final Bylaw	Adoption	13 December 2018
Review of Bylaw	Review under s145 of the Local Government Act 2002 and Proposal to continue the Bylaw with no amendments	Bylaw Review and Proposal to Consult	16 November 2023
Council Decision	Decision to Continue the Bylaw based on consultation feedback	Bylaw Continuation	14 March 2024
Adoption of Proposal to Review Alcohol Control Areas	Proposal to Declare new Control Areas and Amend Existing Areas	Proposal	25 September 2025
Resolutions to Declare new Control Areas and Amend Existing Areas	Council resolutions based on consultation feedback	Resolutions	29 April 2026

Section 6: Register of resolutions for permanent alcohol controls

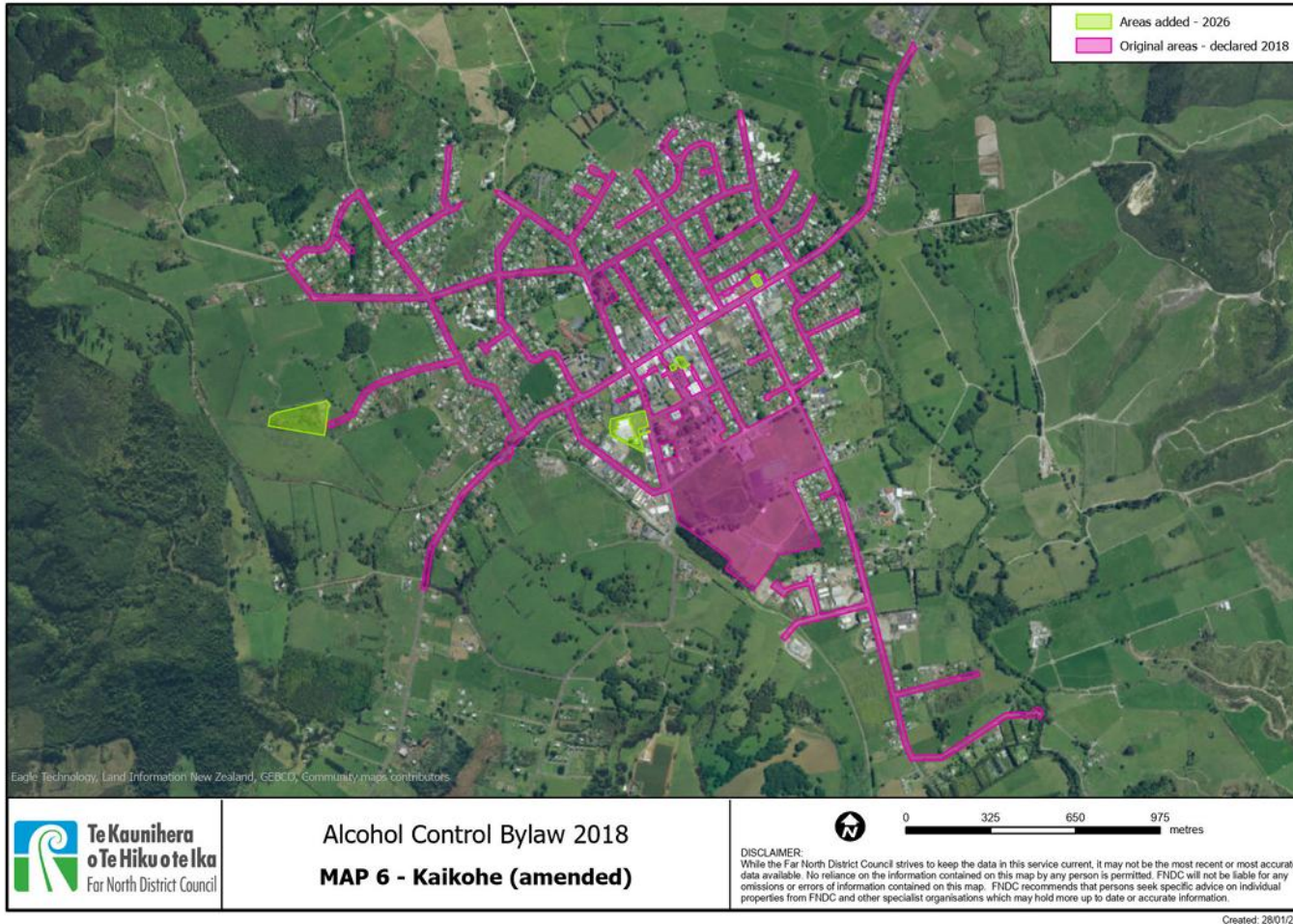
General location description	Map number	Operative time	Decision date	Commencement date
Ahipara	1	24 hours, 7 days a week	13/12/2018	19/12/2018
Coopers Beach Reserve	2	24 hours, 7 days a week	13/12/2018	19/12/2018
Haruru Falls	3	24 hours, 7 days a week	13/12/2018	19/12/2018
Hihi Beach	4	7 days a week from 10pm to 10am except New Years Eve	13/12/2018	19/12/2018
Kaeo	5	24 hours, 7 days a week	13/12/2018	19/12/2018
Kaikohe (amended)	6	24 hours, 7 days a week	29/04/2026	01/08/2026
Kaitiāia (amended)	7	24 hours, 7 days a week	29/04/2026	01/08/2026
Kawakawa	8	24 hours, 7 days a week	13/12/2018	19/12/2018
Kerikeri (amended)	9	24 hours, 7 days a week	29/04/2026	01/08/2026
Kohukohu	10	24 hours, 7 days a week	13/12/2018	19/12/2018
Lake Ngātu (new)	11	24 hours, 7 days a week	29/04/2026	01/08/2026
Lily Pond	4 12	24 hours, 1 December – 31 January	13/12/2018	19/12/2018

General location description	Map number	Operative time	Decision date	Commencement date
Moerewa	42 13	24 hours, 7 days a week	13/12/2018	19/12/2018
Okaihau	43 14	24 hours, 7 days a week	13/12/2018	19/12/2018
Omapere	44 15	24 hours, 7 days a week	13/12/2018	19/12/2018
Opononi	45 16	24 hours, 7 days a week	13/12/2018	19/12/2018
Paihia (amended)	46 17	24 hours, 7 days a week	29/04/2026	01/08/2026
Pukenui	47 18	24 hours, 7 days a week	13/12/2018	19/12/2018
Rawene	48 19	24 hours, 7 days a week	13/12/2018	19/12/2018
Russell	49 20	24 hours, 7 days a week	13/12/2018	19/12/2018
Taipā	20 21	24 hours, 7 days a week	13/12/2018	19/12/2018
Taupo Bay	24 22	24 hours, 7 days a week	13/12/2018	19/12/2018
Tokerau Beach	22 23	24 hours, 1 December – 31 January	13/12/2018	19/12/2018
Waipapa (amended)	23 24	24 hours, 7 days a week	29/04/2026	01/08/2026
Waitangi (new)	25	24 hours, 7 days a week	29/04/2026	01/08/2026

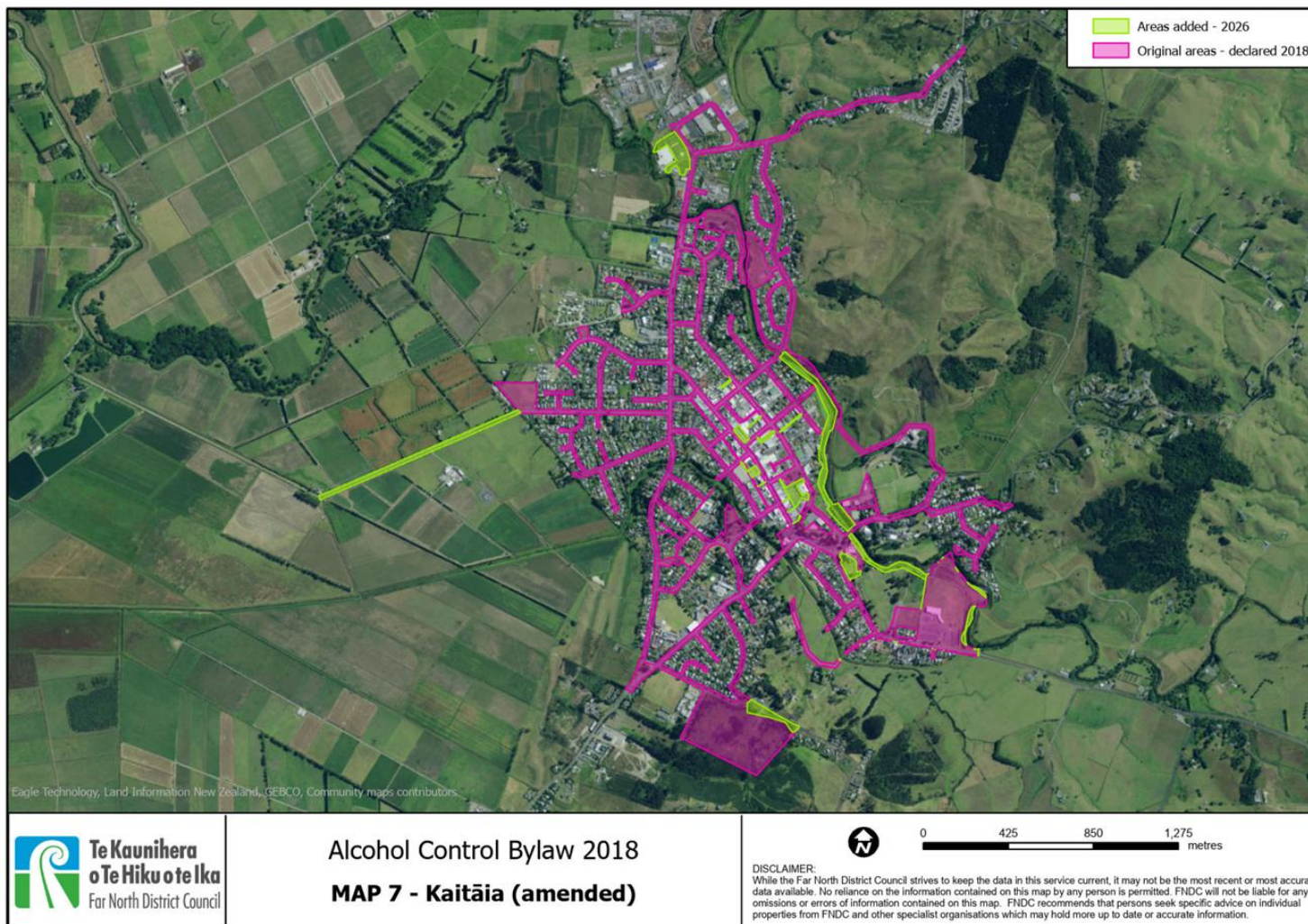
Section 7: Maps of Alcohol Control Areas

Note for Council Meeting 29 April 2026: The following maps show new and amended Alcohol Control Areas to be made by resolution on 29 April 2026, not maps of Control Areas that have not changed (these maps will remain in Section 7, with no changes except for numbering of the maps).

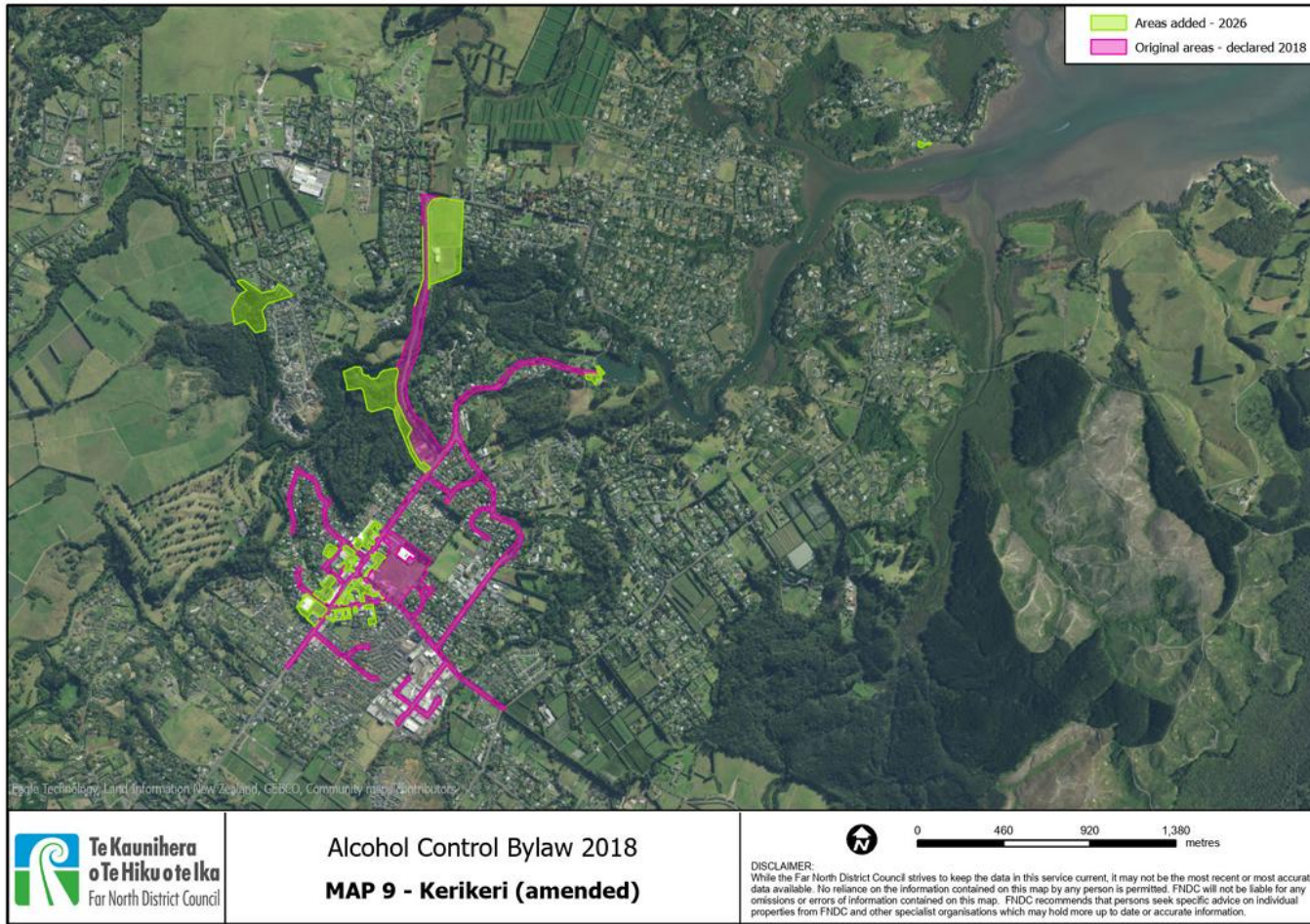
Map 6 - **Kaikohe** (amended)



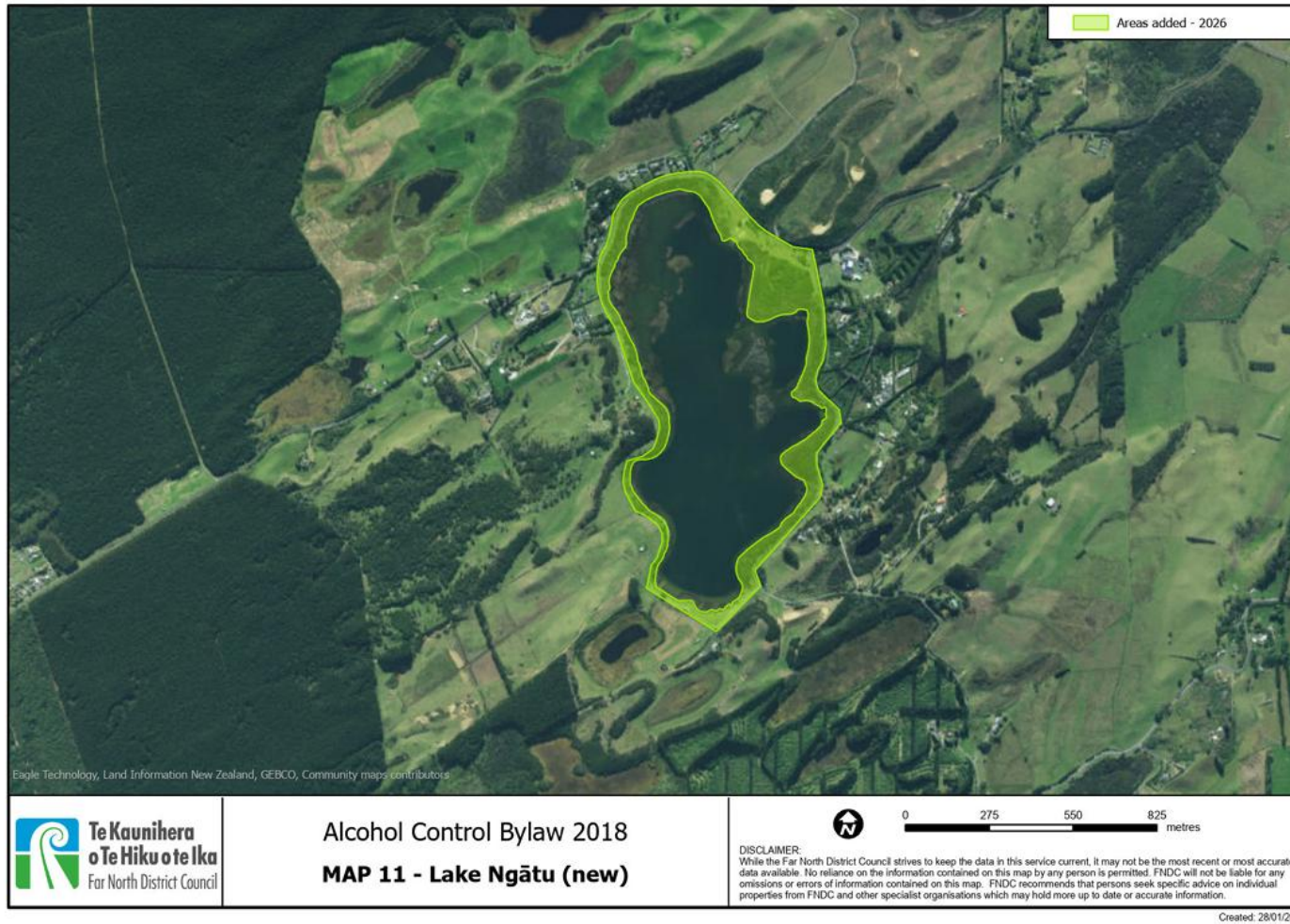
Map 7 - Kaitiāia (amended)



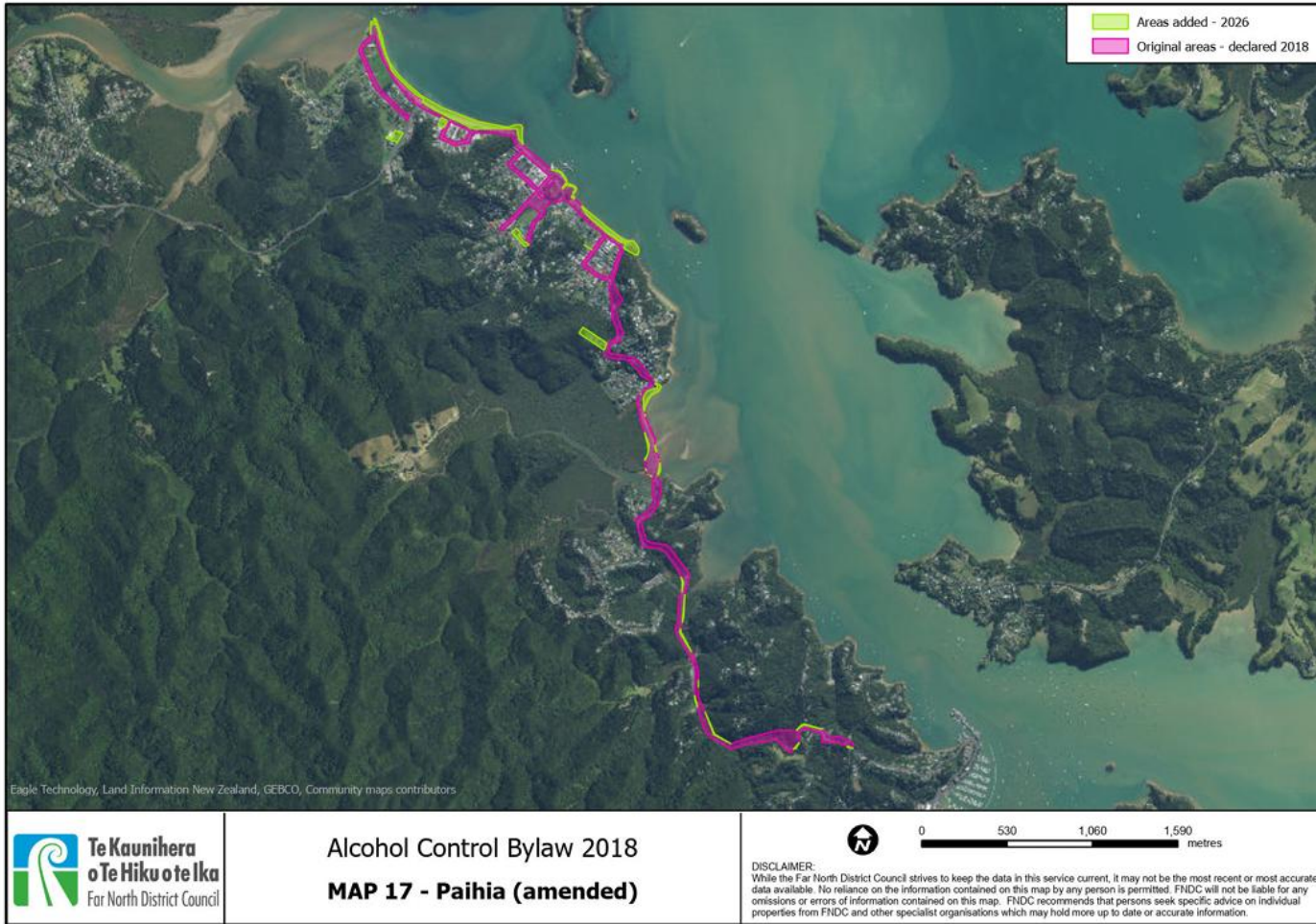
Map 9 - Kerikeri (amended)



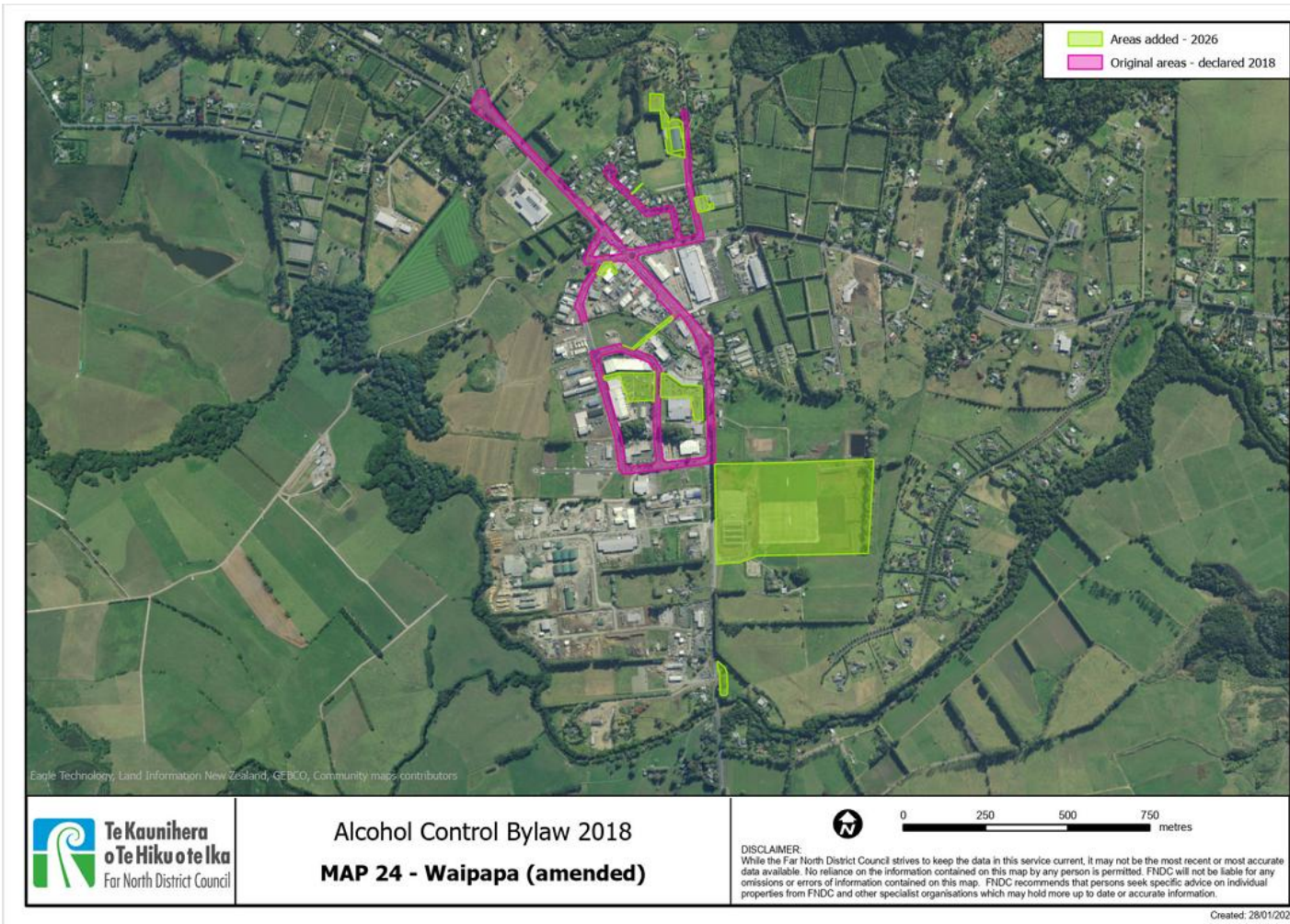
Map 11 - Lake Ngātu (new)



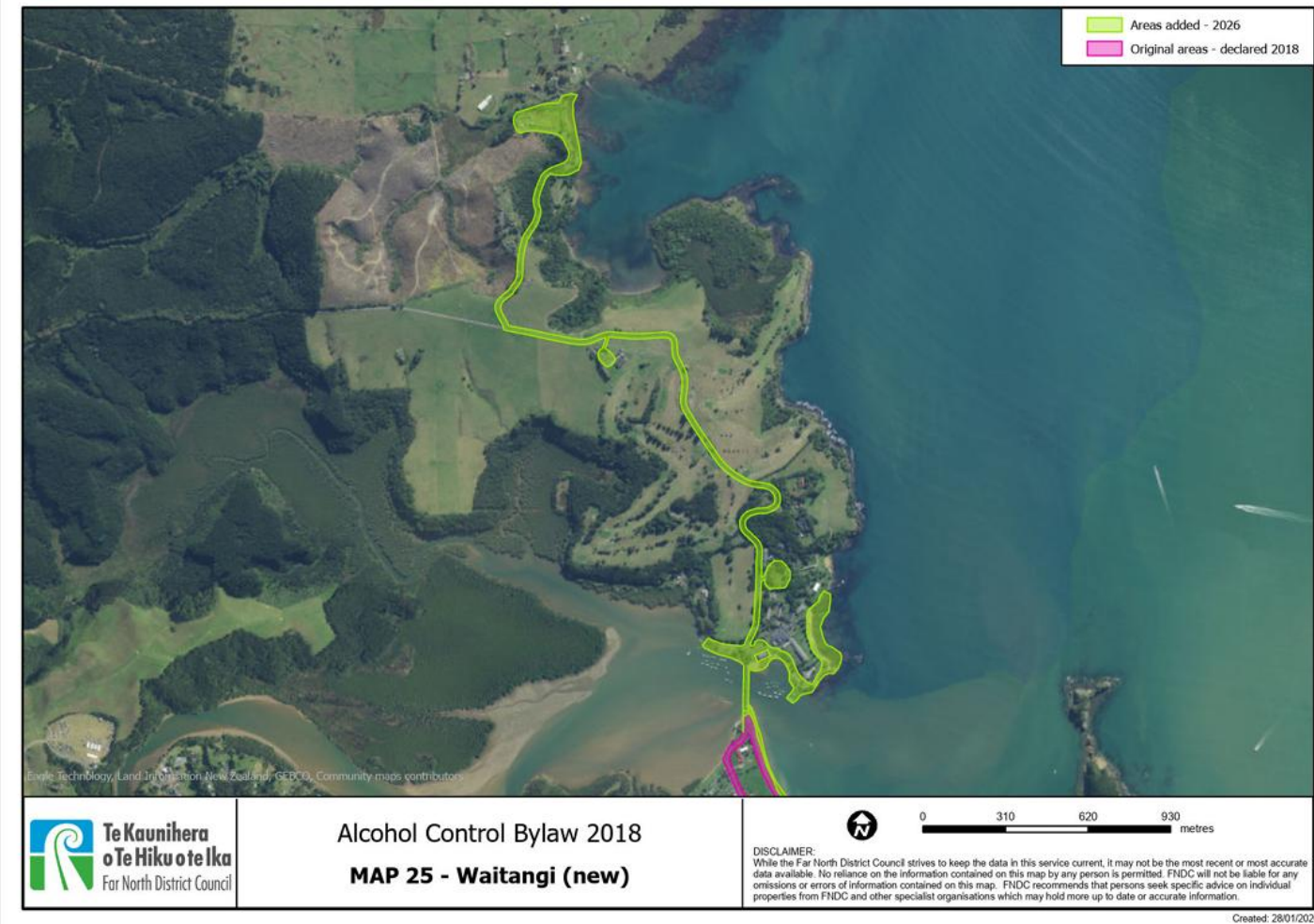
Map 17 **Paihia** (amended)



Map 24 Waipapa (amended)



Map 25 Waitangi (new)



6.5 TEMPORARY ROAD CLOSURE: PAIHIA MARATHON 2026

File Number: A5723483

Author: Cath Beaumont, Road Corridor Manager

Authoriser: Charlie Billington, Group Manager - Corporate Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this Report is to obtain Council permission for a Temporary Road Closure.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The task of approving a temporary road closure, specifically for the safe operation of an event held on Council roads, falls under the responsibility of elected members.
- Advertising of the event will take place approximately 42 days before the proposed event and 1 week before the event in accordance with the Transport (Vehicular Traffic Road Closure) Regulations 1965.
- Without Council approval, the Bay of Islands Run Walk Festival 2026 will not take place.

TŪTOHUNGA / RECOMMENDATION

That pursuant to the Local Government Act 1974, section 342 and schedule 10 clause 11(e), the Council approves the proposed temporary road closures to accommodate the safe operations of the Bay of Islands Run Walk Festival 2026.

1) TĀHUHU KŌRERO / BACKGROUND

Under the Local Government Act 1974, the legal basis for requiring Council approval for temporary road closures for events is primarily found in section 342 and schedule 10. These provisions provide the necessary powers to local authorities to temporarily close roads for events under strict procedural requirements. Specifically, schedule 10, clause 11(e) outlines that the Council may close any road or part of a road for any exhibition, fair, show, market, concert, filmmaking, race or other sporting event, or public function. Clause 11A requires that Council notify the public if a road or part of a road is closed under clause 11(e).

Importantly, clause 12 of schedule 10 stipulates that decisions to close roads for events cannot be delegated to council staff and must be made by elected members, ensuring democratic oversight. This is because such closures repurpose public roads — accessible to all — for private or limited community use.

Bay of Islands Run Walk Festival – 10 May 2026

The Bay of Islands Run Walk Festival is the fifth event hosted by Sport Northland Events.

The scenic course encompasses some stunning views across the Bay of islands winding its way along Paihia's waterfront, Ti Beach, Te Ti Marae, across the Waitangi Bridge and then access to the Waitangi Treaty Grounds, past the Waitangi Golf Club and the Waitangi Mountain Bike Park.

The event attracts a diverse range of participants and their families. Many are local, also from around New Zealand and Abroad.

This iconic event offers a choice of four distances:

6km (Walk only)

8.7km (Run/Walk) - 21.1km (Run Walk)

51.1km (Ultra)

All finish in the heart of the coastal town of Paihia.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The proposed road closures and times are as follows:

Marsden Road (SH 11) between School Road and Bayview Road would be closed between 6.00am and 12.30pm for the duration of the event. During this road closure, traffic would be detoured from Marsden Road via School Road, Williams Road and Bayview Roads. This will still allow traffic to access the central business area and with access north and south.

The recommended option is that Council approves this event to go ahead.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Approval of the proposed road closure will help facilitate the safe operation for the above-mentioned events as well as allow Council to meet its statutory obligations.

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

There are no budgetary implications.

ĀPITIHINGA / ATTACHMENTS

1. Paihia Marathon Map - A5724859 Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	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.	For the purpose of holding on any road any vehicle races or trails, or any processions, carnivals, celebrations, sporting events, or other special events, the controlling authority may, subject to the provisions of these regulations, close the road to ordinary vehicular traffic for a period or series of periods of not more than 12 hours each in any consecutive 24 hours.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate	The event has local relevance and Belinda Ward the representative for this area on the Community has been informed and is happy for this to go ahead.

<p>Community Board’s views have been sought.</p>	
<p>State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.</p> <p>State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.</p>	<p>All organisers are required to engage with local Iwi where their events will have an impact on the area. They are asked for feedback and must show that they have followed through with this.</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>All events have a health and safety policy which addresses consideration for anyone in need of help.</p>
<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>No budgetary implications.</p>
<p>Chief Financial Officer review.</p>	<p>The Chief Financial Officer has not reviewed this report.</p>

TABLE OF CONTENTS

SHEET 1	MAIN COVER PAGE
SHEET 2	GENERAL NOTES
SHEET 3	AROUND THROUGH PAST ANALYSIS
SHEET 4 & 5	RISK ASSESSMENT
SHEET 6	SITE VEHICLE MOVEMENT PLAN (VMP)
SHEET 7 TO 54	TMD

COURSE MAP OVERVIEW

LOCATION OVERVIEW

SIGNS MANIFEST

WHEN PRINTING ENSURE SITE SETUP & RISK ASSESSMENT IS PRINTED WITH THIS TMD

DURATION: SHORT TERM
TYPE OF CONTROL: ROAD CLOSURE AND STOP/GO
REQUIRED WORK: TO CONDUCT BAY OF ISLANDS RUN WALK FESTIVAL

BEST VIEWED DIGITALLY NOT TO SCALE PRINT A3	DATE OF DESIGN: 08/01/2025	NZSU02-RC-SG	TMNZ DESIGN NUMBER: 24-12-76920	WORKSITE REQUIREMENTS: SITE TRAFFIC MANAGEMENT SPECIALISTS: 1 TRAFFIC MANAGEMENT OPERATORS / TEMPORARY TRAFFIC MANAGEMENT WORKERS: 10 TMD / TSM / SIGNALS: 1 SERVICE VEHICLE: 1	APPROVED FOR IMPLEMENTATION	PRINCIPAL COMPANY: TMNZ (WHANGAREI) JENAN KAPPA 020219540 CONTRACTOR COMPANY: TMNZ (WHANGAREI) REGI LABUSCHAGNE 021121115
	WORKS LOCATION: MARSDEN & PUKEKONA ROADS, PAIHIA	CLIENT REFERENCE NUMBER: -	GENERAL DISCLAIMER: THE TMD HAS BEEN PREPARED IN ACCORDANCE WITH THE INFORMATION SUPPLIED BY ALL STAKEHOLDERS. TECHNICAL USE CASES HAVE BEEN APPLIED TO THE COLLATION OF THE RELEVANT INFORMATION ON WHICH THIS TMD IS BASED. TRAFFIC AND SITE CONDITIONS AT THE TIME OF THE WORKS MAY VARY FROM THOSE ESTABLISHED AT THE POINT OF DESIGN. TMNZ / THE DESIGNER IS RESPONSIBLE FOR UNDERTAKING AN EVALUATION OF THE SITE AND TRAFFIC CONDITIONS AGAINST THE ON-SITE APPLICATION CONSTRAINTS OUTLINED WITHIN THE TMD. WORKING CONDITIONS MAY VARY FROM THOSE DOCUMENTED. ADDITIONAL INPUT FROM TMD DESIGN QUALIFIED INDIVIDUALS SHALL BE REQUIRED PRIOR TO IMPLEMENTATION. DAILY RECORD KEEPING SHALL BE PERFORMED BY THE SITE, INCLUDING RELEVANT SITE INSPECTIONS DURING WORKS. THIS TMD SHALL REMAIN VALID FOR THE DATES OUTLINED WITHIN THE TMD FROM THE DESIGN APPROVAL DATE OR DESIGN REVISION / SPECIFIC OCCURRENCE IS CHANGED. AT THIS POINT, THE TMD/TSM WILL NEED TO BE REVIEWED ON CURRENCY OF COMPLIANCE.	SPECIALIST VEHICLE REQUIREMENTS: VMS UTE: 0 TMA REQUIRED: 0 DOV REQUIRED: 1 TMA OPTIONAL: 0 POLICE: 0	APPROVED BY: DESIGNER SAMANTHA GRIMES	
	BETWEEN ROADS: VARIOUS ROADS			DEVICE / EQUIPMENT REQUIREMENTS: TOTAL CONES: 1331 TOTAL SIGNS: 188 VMS TRAILER REQUIRED: 0 VMS TRAILER OPTIONAL: 0	REVIEW OR DEPARTURE APPROVED BY: .	
	WORKSITE ROAD AUTHORITY: NZTA WAKA KOTAHĪ & FAR NORTH DC				APPROVAL DATE: 07/02/2025	
	ESTIMATED JOB DATE: 18/05/2025 to 18/05/2025				SHEET NO: 1 OF 54	
	ESTIMATED JOB TIME: 04:00 - 13:00					
	GARBAGE COLLECTION DAY: -					
	ISSUE	DESG	DATE	AMENDMENT DESCRIPTION		
	A					
	B					
	C					

6.6 KAIKOHE LIBRARY AND CIVIC HUB STEERING GROUP: TERMS OF REFERENCE ENDORSEMENT

File Number: A5655989

Author: Nicola Smith, Acting Group Manager – Community and Engagement

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek Council approval of the updated Terms of Reference for the Kaikohe Library and Civic Hub Steering Group (included as Appendix 1).

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Phase One objectives outlined in the most recently adopted Terms of Reference have been completed.
- At its meeting on 13 February 2026, the Kaikohe Library and Civic Hub Steering Group resolved to approve the updated Terms of Reference (attached as Appendix 1) and recommend these to Council for adoption.
- The updated Terms of Reference establish two key objectives:
- oversight of the construction of the new Kaikohe Library and Civic Hub through to opening; and
- progression of options development for the future use of the current Kaikohe Library building.

TŪTOHUNGA / RECOMMENDATION

That Council:

- approve the adoption of the updated Terms of Reference (included as Appendix 1) for the Kaikohe Library and Civic Hub Steering Group.**

1) TĀHUHU KŌRERO / BACKGROUND

The Terms of Reference (ToR) for the Kaikohe Library and Civic Hub Steering Group, adopted in 2023, have now fulfilled their Phase One purpose. That purpose was to '*consider the building of a new library for Kaikohe, with potential for that infrastructure to be integral to a larger overall community facility*'.

As the project is now in active construction, with an estimated opening in late 2026, it is timely to refresh the purpose and objectives of the Steering Group. This refresh also includes updating membership for the 2025-2028 triennium to ensure continued relevance and effectiveness.

At its meeting on 13 February 2026, the Kaikohe Library and Civic Hub Steering Group agreed that its Phase Two purpose should be to:

- Oversee the construction of the agreed concept for the Kaikohe Library and Civic Hub, with potential for that infrastructure to remain integral to a wider community facility; and
- Lead the development of options for the future of the current Kaikohe Library building site once the library service vacates.

The Group agreed that retaining an oversight role during construction - including consideration of potential interaction with other community facilities such as those that may be developed on adjacent land owned by Te Rūnanga-Ā-Iwi-O-Ngāpuhi, or future Council placemaking or development

initiatives - was essential to maintaining alignment, informed decision-making, and positive project momentum.

The future of the current Kaikohe Library building site was also discussed at length. While the outcomes of the options development will ultimately form a new project sponsored and progressed by Delivery and Operations as the operational asset owners, it was agreed that it is pragmatic for the Steering Group to drive the options development phase. This would occur prior to seeking endorsement of a preferred option or future direction for the building.

This approach was supported for several reasons, including:

- Strong public interest in the repurposing of public amenity buildings, requiring early and visible governance oversight to support meaningful community engagement and reduce misinformation
- The need for collaborative engagement, informed by elected membership governance, Hapū, Iwi and wider community voices, which aligns well with the existing structure and purpose of this Group
- Risk management considerations should the building be vacated without prior engagement and endorsed options - particularly risks relating to vandalism and rough sleeping
- Ensuring alignment with the Kaikohe–Hokianga Community Board’s conceptual vision for the area, including potential development as an ‘arts precinct’

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The following options are presented for Council’s consideration:

Option One: Approve the updated Terms of Reference

Council approves the updated Terms of Reference for the Kaikohe Library and Civic Hub Steering Group, as drafted and included as Appendix 1.

This option acknowledges that the original Phase One purpose of the Steering Group has been achieved and enables the Group to transition into a Phase Two role.

Approval would establish an updated and clearly defined framework to oversee the construction of the Kaikohe Library and Civic Hub through to opening, and to progress options development for the future use of the current Kaikohe Library building. This option provides continuity of project-level governance at the Steering Group level of approving proposed recommendations through to Council and committees, and clarity of purpose aligned with the current stage of the project.

Implications:

- Provides immediate clarity on Steering Group roles and responsibilities during the construction phase.
- Enables timely progression of options development and community engagement for the current library site.
- Avoids delays associated with reworking and resubmitting Terms of Reference documentation.

Option Two: Do not approve the updated Terms of Reference

Council does not approve the updated Terms of Reference and directs the Kaikohe Library and Civic Hub Steering Group to further revise and redraft the proposed purpose and objectives for reconsideration.

Under this option, Council recognises that the existing Terms of Reference have fulfilled their Phase One purpose and are no longer fit for purpose. The Steering Group would be required to undertake additional work to refine the updated Terms of Reference prior to resubmission for Council approval.

Implications:

- Results in a delay in confirming the role of the Steering Group during the construction phase of the new build and options development workstream for the current building.
- Requires additional time and resources to redraft and re-present the Terms of Reference.
- May temporarily limit the Group's ability to provide coordinated oversight and guidance during an active phase of the project.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Option One is recommended as the existing Terms of Reference have fulfilled their Phase One purpose and are no longer aligned with the current stage of the project.

Adoption of the updated Terms of Reference provides a fit-for-purpose framework that reflects the transition to active construction and the need for coordinated oversight through to opening.

Approval also enables the Steering Group to progress structured options development for the future use of the current Kaikohe Library building, ensuring early elected membership governance involvement, informed community engagement, and risk management during transition.

This approach supports continuity, clarity of roles and responsibilities, and timely decision-making aligned with Council's strategic objectives and project timeframes.

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

There are no immediate financial implications for Council arising from approval of this recommendation.

The Kaikohe Library and Civic Hub project is fully budgeted. Options development for the future use of the current Kaikohe Library site will be undertaken within existing resources and presented to the Te Koukou Committee for endorsement as part of the decision-making process for this workstream, with any funds required to be clearly outlined prior to any future project commencement by Delivery and Operations.

ĀPITIHINGA / ATTACHMENTS

1. **Appendix 1 - Kaikohe Library and Civic Hub Terms of Reference 2026 endorsed draft - A5656007** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Libraries are a listed strategic asset within Council's Significance and Engagement Policy, however approval of this Terms of Reference is of lower significance given no control/ownership transfer or triggering of other significance criteria within its purpose.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This project and its operational and governance-level structure supports the LTP strategic priority to 'deepen our sense of place and connection' as there has been significant work done to represent the tupuna and narratives of ngā hapū o Kaikohe in the build, with specific focus on Te Uri-o-Hua as ancestral kaitiaiki of the whenua the build site is located on. The project also supports the outcomes of proud, vibrant communities who celebrate our unique culture and heritage as the needs and aspirations of the community have been closely considered and designed for in this build and will be deeply involved in development of options for the current library building when the service moves out.
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>As the library network is a strategic asset there is some relevance to the entire district; the project has been transparently engaged on and communicated to the Kaikohe-Hokianga ward and wider district via website project page and Facebook throughout each major stage, along with in-site information at the current Kaikohe Library.</p> <p>Kaikohe-Hokianga Community Board Chair has been an active member of the project's Steering Group, ensuring ongoing Community Board insight throughout all stages of the project.</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.	Any construction project in Kaikohe is recognised as being of significance to Māori, and all workstreams for this project have and will continue to work closely with Te Uri-o-hua, Takotoke, Ngāti Kura (and Te Rūnanga-A-Iwi-O-Ngāpuhi as they wish to send delegates) across all

<p>State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.</p>	<p>layers of the project to ensure genuine contributions to decision making throughout all stages to completion.</p>
<p>Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).</p>	<p>The Kaikohe-Hokianga catchment is recognised as having an interest and significant community engagement has been undertaken including general community-wide surveying, targeted kura/education provider feedback, targeted papamahi workshops, attendance to interest groups such as Kaikohe Business Association, Kaikohe Rotary, to ensure a thorough consideration of all segments of the community have been undertaken and updates provided about progress from feedback to design.</p> <p>This successful engagement record is one of the considerations informing the purpose of Phase Two including driving options development for the current library building location when the service moves out,</p>
<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>Per Financial Implications section, this project is budgeted for in LTP 2024-27 and approval of this updated Terms of Reference has no immediate fiscal implications.</p> <p>Options development for the future use of the current Kaikohe Library site will be undertaken within existing resources and presented to the Te Koukou Committee for endorsement as part of the decision-making process for this workstream, with any funds required to be clearly outlined prior to any future project commencement by Delivery and Operations</p>
<p>Chief Financial Officer review.</p>	<p>Yes</p>

Kaikohe Library & Civic Hub Steering Group

Kaikohe Library & Civic Hub Steering Group (KLCHSG)

Terms of Reference

1. Constitution

The Kaikohe Library & Civic Hub Steering Group is established as a Governance group to provide oversight, engagement, advice, and recommendations to the Far North District Council for the development of a new Library & Civic Hub in Kaikohe.

2. Purpose of the Steering Group

To work in a collaborative manner with the community, ensuring governance oversight while supporting Council to deliver the project operationally.

3. Phase Two The purpose of Phase Two of the project is to oversee construction of the agreed concept for the Kaikohe Library and Civic Hub, with potential for that infrastructure to be integral to a larger overall community facility; and to drive the options development for the current library building location.

4. Objectives of the Steering Group:

- Engage at a Governance level with Iwi, Hapū, agencies, and with community groups.
- Ensure governance and community oversight of the project during the construction period.
- Consider the involvement of locals in construction.
- In any recommendations during the construction period, consider the futureproofing of any infrastructure in terms of financial sustainability over the potential 30 to 50-year lifecycle.

Updated January 2026 PAGE: 1

Kaikohe Library & Civic Hub Steering Group

5. Membership

The membership of KLCHSG shall be comprised of the following:

- o A total of at least four Elected Members, plus three community reps, three mana whenua representation with voting rights, and the CEO or his delegate(s) without voting rights.

Councillors	Mana whenua Iwi/Hapū	Community Board	Community	Staff
Chicky Rudkin (Chair)	Mana Whenua	Jessie McVeagh (KHCB Chair)	Mike Shaw	CEO or delegate
Tāmāti Rākena (Deputy Chair)	Te Rūnanga-Ā-Iwi-o-Ngāpuhi		Moana Timoko	Project Manager – Far North Holdings Limited
Arohanui Allen	Floyd WiHongi, Paul Wihongi – Te Uri-o-Hua, Takotoke, Ngāti Kura		Mark Anderson	Project Sponsor – Ruben Garcia
				Project Liaison – Nicola Smith

6. Meetings

Meetings shall be held every four to eight weeks with additional meetings as required, at the discretion of the Chair.

- o Meetings shall be chaired by Cr Chicky Rudkin who will be responsible for setting agendas and running Steering Group meetings.
- o A quorum of members of KLCHSG shall consist of three Elected Members.
- o At these meetings KLCHSG may invite staff from the Far North District Council or other organisations as necessary to provide appropriate information.
- o Meeting decisions have the status of recommendations to Council (Ordinary Council or Committees as appropriate), or to the CEO for lower order issues.

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Kaikohe Library & Civic Hub Steering Group

7. Engagement protocols

Members of the Steering Group will work together in good faith and demonstrate the values of Manaakitanga, Professionalism and Integrity. They will also follow the Communication Guidelines for Elected Members, Chief Executive, and staff.

8. Staff support

Subject matter expertise shall be provided by relevant staff members from within the Far North District Council, with enough notice and the approval of CEO and the corresponding General Manager.

9. Administration

Support for administration, including the agenda and meeting minutes, will be provided by Community and Engagement Group, until such time as the new Kaikohe Library and Civic Hub build concludes and the service opens for public use.

10. Changes to the Terms of Reference

The Steering Group may alter the terms of reference when supported through voting by a majority of the membership, for approval by Council. The existence of the body and the fitness of these terms of reference is to be reviewed at the start of the new triennium no later than December 16th.

11. Resourcing for the Kaikohe Civic Hub

- Funding the Kaikohe Library & Civic Hub is through the 2024-27 Long Term Plan.
- Any requests for resources (e.g., expenditure for external capability/capacity to inform KLCHSG) will be considered by the CEO following normal internal processes.

Updated January 2026 PAGE: 3

6.7 APPOINTMENT OF IWI & HAPŪ MEMBERS TO TE KUAKA COMMITTEE FOR MĀORI STRATEGIC RELATIONSHIPS COMMITTEE

File Number: A5727606

Author: Marlema Baker, Te Kuaka Committee Coordinator

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to seek Council confirmation of external appointments to the Te Kuaka Committee for Māori Strategic Relationships, pursuant to Council's resolution of 15 April 2026 (Resolution 2026/18).

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- At its Extraordinary Meeting held on 15 April 2026, Council resolved to confirm the appointment of non-elected members to the Te Kuaka Committee, including one representative nominated by each iwi and hapū entity that holds a signed Memorandum of Understanding with Council, should they choose to make a nomination.
- This report provides Council with the nominations received for parts 3(i) to 3(vii) of that resolution and seeks formal confirmation of those appointments by resolution, in accordance with clause 31 of Schedule 7 of the Local Government Act 2002 and the Te Kuaka Committee Terms of Reference.

TŪTOHUNGA / RECOMMENDATION

That Council:

- a) **confirms the appointment of the following representatives to Te Kuaka Committee for Māori Strategic Relationships:**
 - **Nyze Manuel – Te Rūnanga o Whaingaroa**
 - **Kipa Munro – Te Rūnanga o Ngāti Rēhia**
 - **Mike Te Wake – Te Rūnanga o Te Rarawa**
 - **Pita Tipene – Te Rūnanga o Ngāti Hine**
 - **Thomas Hōhaia – Te Roroa Hapū**
 - **Darren Beatty - alternate Te Roroa Hapū**
 - **Rukuwai Allen – Te Whiu Hapū**
- b) **notes that no nominations have been received from Te Rūnanga o Ngāpuhi, Ngāti Kuri, Te Aupouri and Ngāi Takoto (representing Whanaungatanga Ki Taurangi) at the time of this report, and that these positions will remain vacant until a nomination is received and confirmed by Council resolution.**

1) TĀHUHU KŌRERO / BACKGROUND

At the Extraordinary Council meeting on 15 April 2026, Council agreed to a revised approach to external Māori representation on the Te Kuaka Committee for Māori Strategic Relationships. That decision confirmed a standing framework under which Iwi and Hapū entities holding a signed Memorandum of Understanding (MoU) with Council may nominate one representative to the Committee, subject to formal Council appointment.

The resolution deliberately separated the eligibility framework from the confirmation of individual appointments, recognising that nominations may be received at different times and that Council

retains responsibility for formally appointing non-elected members in accordance with statutory requirements.

The first meeting of the Te Kuaka Committee for the 2025–2028 triennium was held on 20 April 2026. While the Committee was able to receive updates and confirm procedural matters at that meeting, it was noted that several Iwi and Hapū representatives listed in the 15 April 2026 resolution had not yet been formally appointed by Council and therefore could not exercise full speaking or voting rights.

This report represents the next procedural step in implementing Council's earlier decision by confirming those nominations that have now been received.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Nominations received

Following the 15 April 2026 Council resolution, nominations have been received from six Iwi and Hapū entities that are parties to a Memorandum of Understanding with Council. Each nomination reflects that entity's decision to participate directly in Te Kuaka governance through committee membership rather than engagement through alternative forums.

Confirming these appointments will enable the Te Kuaka Committee to operate as intended: a committee capable of providing informed, collective Māori input into Council's strategic direction and decision-making.

Operational implications for Te Kuaka

The Te Kuaka Committee's agenda and work programme are already underway. Without formal appointment by Council, nominated representatives are unable to fully contribute to discussions or decisions, which limits both the effectiveness of the Committee and the intended breadth of Māori voices represented.

Formal appointment ensures:

- legitimacy of representation;
- consistency with the Committee's Terms of Reference; and
- compliance with the Local Government Act 2002.

Vacant nomination

No nomination has been received from Te Rūnanga o Ngāpuhi, or Ngāti Kuri, Te Aupouri or Ngāi Takoto (representing Whanaungatanga Ki Taurangi agreement) at the time of preparing this report. The framework endorsed by Council on 15 April 2026 allows for appointments to be confirmed as nominations are received, rather than requiring all positions to be filled simultaneously.

Leaving this position vacant does not impede the functioning of Te Kuaka and preserves Te Rūnanga o Ngāpuhi, Ngāti Kuri, Te Aupouri or Ngāi Takoto's ability to make a nomination at a later date if they so choose.

OPTIONS

Council has the following options:

Option 1: Confirm the nominated appointments (recommended)

This option gives effect to Council's earlier resolution, enables full participation by nominated iwi and hapū representatives, and supports effective operation of the Te Kuaka Committee.

Option 2: Defer confirmation of appointments

This option would delay full participation by nominated representatives and is not recommended, as it would undermine the governance framework already agreed by Council.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The recommendations are made for the following reasons:

- To give effect to Council’s resolution of 15 April 2026 (Resolution 2026/18) by formally appointing nominated iwi and hapū representatives to the Te Kuaka Committee for Māori Strategic Relationships.
- To ensure the Te Kuaka Committee is appropriately constituted with representation from Iwi and Hapū entities that hold signed Memoranda of Understanding with Council and have chosen to exercise their right to nominate a representative.
- To comply with clause 31 of Schedule 7 of the Local Government Act 2002, which requires the formal appointment of non-elected members by Council resolution in order for those members to have full speaking and voting rights on a committee.
- To support effective Māori–Council governance and partnership, by confirming mandated representatives who can contribute to strategic governance discussions, decision-making, and advice to Council on Māori strategic relationships.
- To provide transparency and certainty for both Council and iwi/hapū entities regarding membership of the Te Kuaka Committee, while allowing flexibility for vacancies to remain open where nominations have not yet been received.

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

There are no additional financial implications arising from this report. Costs associated with attendance at Te Kuaka Committee meetings are provided for within existing budgets.

ĀPITIHINGA / ATTACHMENTS

Nil

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Low – Governance appointments are consistent with existing policy and practice
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	<ul style="list-style-type: none"> • Local Government Act 2002 (<i>Clause 30, Schedule 7, Clause 31, Schedule 7, Section 81</i>). • Te Kuaka Committee Terms of Reference. • Appointment of Non-Elected Members Policy (amended 1April 2026)
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>The views of the Community Boards have not been sought as this is a Council/Governance decision.</p> <p>Yes, this has Districtwide relevance in relation to Governance and Māori strategic relationships across the District</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>	Directly supports Te Tiriti-based partnership, Māori participation, and leadership in decision-making.
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).	Iwi and Hapū partners engaged through their own representative nominations processes
State the financial implications and where budgetary provisions have been made to support this decision.	No additional cost beyond existing budgets

Chief Financial Officer review.	This report has not been reviewed by the Chief Financial Officer as costs are captured within existing financial budgets.
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6.8 LOCAL GOVERNMENT NEW ZEALAND REMITS**File Number: A5626087****Author: Aisha Huriwai, Manager - Democracy Services****Authoriser: Jacine Warmington, Group Manager - Strategic Relationships****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To consider endorsing remits for the 2026 Local Government New Zealand (LGNZ) remit process.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- LGNZ Remits are an opportunity to gain nationally lead coordinated advocacy with central government on policy or legislative matters.
- This report seeks support for two remits -
 - Improvements for Dog Control Act
 - Devolution of place-naming authority to Local Government.

TŪTOHUNGA / RECOMMENDATION**That Council support**

- a) **The proposed remit titled Improvements for Dog Control Act from Rotorua Lakes Council as per attachment 1, and**
- b) **The draft remit titled Devolution of place-naming authority to Local Government as per attachment 2**

1) TĀHUHU KŌRERO / BACKGROUND

LGNZ is a body representing local government nationally. A core part of their role is to lead coordinated advocacy with central government and represent the collective voice of New Zealand Local Government. Advancing this issue through an LGNZ remit would enable a collective, sector-wide position to be considered and, if adopted, prioritised in LGNZ's work programme. It is understood that the LGNZ Work Programme was expected to be available in early 2026 however we were unable to acquire a copy when preparing this report.

Remits are positions or policies put to LGNZ's Annual General Meeting for a vote.

Any remit requires either the support of an LGNZ Zone, Sector or five Councils, along with 4 points of criteria.

The four LGNZ criteria for remits are as follows:

1. The remit is relevant to local government as a whole, not just a single Zone, Sector or council;
2. The remit relates to significant matters, including constitutional and substantive policy rather than matters that can be dealt with administratively.
3. The remit concerns matters that can't be addressed through channels other than the AGM.
4. The remit does not deal with issues that are already being actioned by LGNZ. This covers work programmes underway as part of LGNZ's strategy.

Improvements for Dog Control Act

Rotorua Lakes District Council has drafted a remit on 'Improvements for Dog Control Act' to request that LGNZ advocate to Government on behalf of members for a focused review of the Dog Control Act 1996. The aim of the review is to strengthen provisions, enhance councils' ability to enforce it effectively, and better enable community safety with dogs.

Councils across New Zealand, including the Far North are experiencing increasing issues of dog aggression, roaming dogs and uncontrolled breeding. While this has been an ongoing issue in the Far North, more recently Council received a deputation and petition at its 5 March 2026 meeting. A response was provided to Council at its 1 April meeting that outline some statistics on the position in the Far North and what the organisation is doing to manage some of the issues, specifically in the Ahipara community.

Current provisions in the Dog Control Act 1996 limit councils' ability to respond effectively to these challenges. Stronger tools, and clearer powers would help local authorities better protect communities and support responsible dog ownership.

Devolution of place-naming authority to Local Government

Kahika – Mayor Moko Tepania has proposed a remit to request that LGNZ advocate for legislative changes to devolve authority for officiating geographic place names from the Minister for Land Information, to Local Authorities. The remit advocates that local communities are best placed to make decisions on place names that reflect their identity, history and sense of belonging. While councils already name roads, streets and some public spaces, authority over the naming of official geographic names for mountains, rivers, towns and bays sits with the New Zealand Geographic Board Ngā Pou Taunaha o Aotearoa and the Minister for Land Information.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Council could agree to support one, both or neither of these remits.

If remits are supported FNDC support can be affixed to the remit in support.

Remits would need to be supported further LGNZ Zone, Sector or five Councils.

The **advantages** of supporting these remits are:

Sector-wide advocacy on significant issues

Both remits address matters of national relevance that affect councils across New Zealand and cannot be effectively resolved by individual councils alone. Supporting these remits enables LGNZ to advocate collectively on behalf of the sector on substantive legislative and constitutional matters.

Appropriate use of the LGNZ remit process

The remits align with LGNZ's criteria, as they seek changes that require central government action and fall outside current LGNZ work programmes. Advancing these issues through the AGM remit process provides a transparent and legitimate mechanism for seeking reform.

Potential improvements in community outcomes

The proposed review of the Dog Control Act has the potential to strengthen councils' enforcement tools, enhance community safety, and better support responsible dog ownership.

Devolving place-naming authority to local government may strengthen local democracy and enable place names to better reflect local identity, history, and cultural context, including te reo Māori and tikanga Māori.

Consistency and efficiency for councils

National legislative change may support more consistent approaches across councils, reducing fragmented responses and duplication of local advocacy efforts.

Demonstrates leadership and responsiveness

Supporting the remits demonstrates that Council is responsive to documented community concerns and is actively contributing to the development of the local government sector's national policy agenda.

Risks in supporting these remits may be:

No certainty of outcome

Endorsing a remit does not guarantee it will be accepted by LGNZ, passed at the AGM, or prioritised within LGNZ's work programme. Even if successful, any resulting legislative change may take considerable time.

Future resourcing and implementation implications

If advocacy results in legislative change, there may be future implications for councils in terms of policy development, operational capacity, enforcement activity, or staff capability, which cannot yet be quantified.

Equity and community impacts

Stronger dog control enforcement powers may have uneven impacts across different communities if not accompanied by appropriate safeguards, education, and support.

Changes to place-naming authority would require careful management to ensure Treaty obligations, historical accuracy, and inclusive processes are upheld.

Complexity and coordination risks

In relation to place naming, devolving authority may introduce complexity in maintaining national consistency and coordination with existing bodies, such as the New Zealand Geographic Board, and could require clear statutory guidance.

Political and reputational considerations

Both remits may generate public interest or debate. There is a risk of differing views within communities or across the sector on the appropriate balance between local autonomy, national consistency, and regulatory authority.

Next steps

Further endorsement is needed to meet the threshold for consideration at the LGNZ AGM.

Remits that meet the threshold will be considered by the remit screening committee.

LGNZ will confirm remits for consideration at the AGM, in which the Mayor will attend. In the past council's have had sufficient notice to present a report to its governing body to seek a formal position to inform it's representatives vote at the AGM.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The recommendation is made to enable Council to support proposed remits that address matters of national significance affecting local government and that cannot be effectively progressed by individual councils alone.

Supporting the remits demonstrates Council's responsiveness to community concerns and its contribution to shaping national policy discussions.

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

There are no financial implications or need for budgetary provision.

ĀPITIHINGA / ATTACHMENTS

1. **2026 Remit Application Improvements for Dog Control Act - A5735375**  
2. **2026 LGNZ Remit Application re: Localised Place Naming - A5674881**  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	These are considered to be of low significance. Should a remit proceed to policy or legislation changes there may be further opportunity for public feedback or engagement depending on the suggested changes.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	These proposals are to seek national support to develop and or pursue national changes that could benefit local government as a sector.
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 views of Community Boards have not been sought.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	There are no specific implications to Māori through the remit process.
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).	Not applicable.
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.



REMIT APPLICATION FORM

How to submit a remit/

Remits are positions or policies put to LGNZ's AGM for a vote.

Any remit needs the support of either an LGNZ Zone, Sector or five councils.

LGNZ reviews all proposed remits to ensure they meet the criteria below.

If your council wants to propose a remit for consideration by the 2026 AGM, please complete this form and email it, along with any supporting information, to agm@lgnz.co.nz by Monday 25 May, 2026.

If you have any questions about the remit process, or want help completing your application, please contact [Simon Randall](#), Director Policy.

Criteria for remits/

1. The remit is relevant to local government as a whole, not just a single Zone, Sector or council;
2. The remit relates to significant matters, including constitutional and substantive policy, rather than matters that can be dealt with administratively;
3. The remit concerns matters that can't be addressed through channels other than the AGM.
4. The remit does not deal with issues that are already being actioned by LGNZ. This covers work programmes underway as part of LGNZ's strategy. National Council will finalise LGNZ's strategy in early 2026: if you have questions in the interim, please contact Simon.

The process from here/

Once LGNZ receives your proposed remit, it will be considered by our Remit Screening Committee. This Committee is made up of LGNZ's President, Vice-President, Chief Executive and Director Policy. The Remit Screening Committee will determine whether your proposed remit satisfies the criteria above, and whether or not to put it forward to the 2026 AGM.

We will let you know whether your remit is going forward to the AGM by Wednesday 10 June 2026.

// 1



REMIT APPLICATION FORM

Council proposing remit: Rotorua Lakes Council

Contact name(s): Tania Tapsell, Mayor of Rotorua

AGM speaker: Tania Tapsell, Mayor of Rotorua

This person must attend the AGM and be registered as a delegate.

Phone: [REDACTED]

Email: office.mayor@rotorualc.nz

Remit subject: Improvements for Dog Control Act

Remit: That LGNZ advocate to Government on behalf of members for a focused review of the Dog Control Act 1996 with the aim of making improvements to the Act to strengthen its provisions, enhance councils' ability to enforce it effectively, and better protect community safety.

Starting with "That LGNZ", this is a statement of the specific position or action to be progressed by LGNZ.

Who supports the proposed remit? TBC

Remits must be endorsed by either an LGNZ Zone, Sector Group, or five councils.

// 2



Why is this remit important?

Briefly describe what the issue is and why it requires action.

Max. 150 words

Councils across New Zealand are experiencing increasing issues with dog aggression, uncontrolled breeding, roaming dogs, and low compliance with microchipping and desexing requirements. Current provisions in the Dog Control Act 1996 limit councils' ability to respond effectively to these challenges. Without stronger tools and clearer powers, these issues will continue to pose real and ongoing health and safety risks to the communities we serve. Legal advice indicates that many of the measures needed to deliver sustainable, long-term improvements can only be achieved through amendments to the Act itself, rather than through a Local Bill or council bylaw. For this reason, advocacy through LGNZ is important to help enable the legislative change needed to better protect communities, and support responsible dog ownership and councils' regulatory role in this.

// 3



Background and context:

- You may wish to include:
- > What has caused this issue?
 - > Relevant legislation, policy or practice
 - > Key statistics to show the scope of the issue
 - > An outline of what your council/others have already done to address this issue or bring about the proposed change.

Max 500 words

Councils across New Zealand are experiencing increasing challenges relating to dog aggression, uncontrolled breeding, roaming dogs, and low compliance with microchipping requirements. These issues are occurring within the framework of the Dog Control Act 1996, which was introduced to promote responsible dog ownership, ensure public safety, and minimise nuisance caused by dogs. However, many councils now find the Act limits their ability to respond effectively to modern dog control issues.

Recent tragic dog attack incidents across the country have heightened public concern and renewed calls from communities and councils for stronger tools to manage high-risk dogs and irresponsible ownership. Local authorities report increasing numbers of roaming dogs, dog attacks, and ongoing pressure on council pounds due to the statutory seven-day minimum impoundment period. Enforcement can also be difficult where dogs are not microchipped or cannot be easily traced to an owner.

Rotorua Lakes Council and many other councils have explored a range of options to address these issues locally. This includes reviewing dog control bylaws, strengthening local enforcement practices, and seeking legal advice on whether a Local Bill or bylaw amendments could introduce measures such as mandatory desexing of impounded dogs, mandatory vaccination for pound-released dogs, or extending microchipping requirements to working dogs. However, legal advice confirms that many of these measures cannot be implemented through local bylaws because they would be inconsistent with the provisions of the Dog Control Act 1996.

For example, working dogs are currently exempt from mandatory microchipping under the Act, meaning councils cannot require this through a bylaw. Similarly, councils are limited in their ability to require mandatory desexing except in very specific circumstances, and there is currently no legislative basis for requiring vaccinations such as parvovirus. Other challenges include outdated infringement penalties (currently capped at \$3,000 for many offences), delays in prosecution and destruction order processes, and limited powers to intervene earlier in escalating risk situations.

Because dog control is a national regulatory issue rather than a district-specific one, legal advice indicates that a Local Bill would have little prospect of success. As a result, meaningful and consistent improvements will require amendments to the Dog Control Act 1996 at a national level.

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Many councils have signalled support for changes such as mandatory microchipping for all dogs, stronger seizure powers, improved containment requirements for high-risk dogs, reduced impoundment periods, and updated penalties and enforcement tools. Collectively, these changes would strengthen councils' ability to manage risk and better protect communities.

How does this remit relate to LGNZ's current work programme?

This remit directly relates to LGNZ's Strategy purpose to serve members by championing, connecting and supporting local government and advocating for local government on critical issues.

Briefly describe how the proposed remit aligns with LGNZ's Strategy (new strategy is being finalised) and policy priorities but does not duplicate existing or planned work.

Approx. 150 words

How will your council help LGNZ to make progress on this remit?

Briefly describe the steps that your council would be prepared to take to assist LGNZ to progress the remit

100 – 300 words

Rotorua Lakes Council has already shared proposed legislative improvements with LGNZ and the Minister of Local Government to support advocacy work already underway to strengthen the Dog Control Act.

Rotorua Lakes Council is committed to continuing to support this work and is willing to provide further information, operational insights and data, and feedback to assist any review of the Act. Our first-hand experience with dog control and enforcement provides useful evidence about the challenges councils face and the legislative barriers that currently limit effective responses.

We are also willing to work closely with LGNZ, other councils, and sector partners to help build support for these changes. This includes sharing data, contributing to working groups, assisting with policy development, and supporting advocacy to central government.

Rotorua Lakes Council has proactively started work in this space and is ready to further contribute to the collaborative work needed to make meaningful improvements to the Act and ensure councils have the tools needed to better protect their communities.

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Supporting information and research

Please attach to your email:

- > A copy of this application form.
- > Evidence of support from an LGNZ Zone or Sector Group or five councils. This could be in the form of emails, letters or Zone/Sector Group meeting minutes or resolutions.
- > Any further contextual/background information you'd like to share, combined in a single word or PDF file.

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REMIT APPLICATION FORM

How to submit a remit/

Remits are positions or policies put to LGNZ's AGM for a vote.

Any remit needs the support of either an LGNZ Zone, Sector or five councils.

LGNZ reviews all proposed remits to ensure they meet the criteria below.

If your council wants to propose a remit for consideration by the 2026 AGM, please complete this form and email it, along with any supporting information, to agm@lgnz.co.nz by Monday 25 May, 2026.

If you have any questions about the remit process, or want help completing your application, please contact [Simon Randall](#), Director Policy.

Criteria for remits/

1. The remit is relevant to local government as a whole, not just a single Zone, Sector or council;
2. The remit relates to significant matters, including constitutional and substantive policy, rather than matters that can be dealt with administratively;
3. The remit concerns matters that can't be addressed through channels other than the AGM.
4. The remit does not deal with issues that are already being actioned by LGNZ. This covers work programmes underway as part of LGNZ's strategy. National Council will finalise LGNZ's strategy in early 2026: if you have questions in the interim, please contact Simon.

The process from here/

Once LGNZ receives your proposed remit, it will be considered by our Remit Screening Committee. This Committee is made up of LGNZ's President, Vice-President, Chief Executive and Director Policy. The Remit Screening Committee will determine whether your proposed remit satisfies the criteria above, and whether or not to put it forward to the 2026 AGM.

We will let you know whether your remit is going forward to the AGM by Wednesday 10 June 2026.

// 1



REMIT APPLICATION FORM

Council proposing remit: Far North District Council

Contact name(s): Kahika Moko Tepania

AGM speaker: Kahika Moko Tepania

This person must attend the AGM and be registered as a delegate.

Phone: [REDACTED]

Email: mayor@fndc.govt.nz

Remit subject: Devolution of place-naming authority to Local Government

Remit: That LGNZ advocate for legislative changes to devolve decision making authority for officiating specified geographic place names from the Minister for Land Information to local authorities, while retaining a national role for the New Zealand Geographic Board Ngā Pou Taunaha o Aotearoa in setting standards, providing guidance, and supporting national consistency.

Who supports the proposed remit?

Remits must be endorsed by either an LGNZ Zone, Sector Group, or five councils.

// 2



Why is this remit important?

Briefly describe what the issue is and why it requires action.

Max. 150 words

Local communities are best placed to make decisions about names that reflect their identity, history, and sense of belonging. While councils already name roads and streets, authority over official geographic names - such as mountains, rivers, towns, and bays - sits with the New Zealand Geographic Board Ngā Pou Taunaha o Aotearoa and the Minister for Land Information under the New Zealand Geographic Board Act 2008. This centralised system has produced outcomes that lack local knowledge, overlook iwi and hapū relationships, or fail to reflect a community's lived history. Councils have highlighted examples such as the decline of locally supported historical names (Russell, Kororāreka), or cases where official spellings have been approved that do not reflect how names are commonly used, spoken, or understood locally.

Devolving authority to local government, in partnership with mana whenua, would ensure place naming is grounded in authentic local voice while reducing unnecessary bureaucracy. At the LGNZ Rural and Provincial meeting in November 2025, Minister Penk indicated support for this remit and the localised outcomes it seeks to achieve.

// 3



Background and context:

You may wish to include:

- > What has caused this issue?
- > Relevant legislation, policy or practice
- > Key statistics to show the scope of the issue
- > An outline of what your council/others have already done to address this issue or bring about the proposed change.

Max 500 words

Under the New Zealand Geographic Board (Ngā Pou Taunaha o Aotearoa) Act 2008, responsibility for the assignment, alteration, and discontinuance of official geographic place names sits within a national statutory framework involving the New Zealand Geographic Board (NZGB) and, in certain circumstances, the Minister for Land Information. This remit does not propose the disestablishment of the NZGB. Rather, it seeks legislative change to enable local authorities to become the primary decision makers for place naming within their rohe, while retaining a national body responsible for standards, guidance, coordination, and oversight. This model would be comparable to existing devolved local government functions, where councils exercise decision making authority within nationally defined frameworks. It would allow for local determination of outcomes while maintaining coherence, transparency, and consistency at a national level through the continued role of the NZGB.

Local authorities already demonstrate strong capability in place based naming through their existing statutory functions. These decisions routinely incorporate local history, community values, and the guidance of mana whenua. However, when it comes to naming mountains, rivers, settlements, bays, and other significant features, councils and iwi must defer to a national body - even in cases where local expertise, whakapapa, and historical evidence are well established.

This centralised model can create disconnects between official names and the communities that hold whakapapa and lived connection to those places. Consultation occurs, but local knowledge is not determinative, and decisions may not align with regional dialects, historical narratives, or cultural contexts. Councils have highlighted examples where locally supported names or spellings were not adopted, or where national decisions did not fully recognise the depth of local iwi and hapū relationships with place. In the Far North, we refer to the name restoration process for Russell (Kororāreka) which while strongly supported at a local level, failed to receive centralised support.

Returning decision making to local authorities would strengthen the integrity and authenticity of geographic names. It would allow naming processes to better reflect regional narratives, use correct te reo Māori spelling, including macrons and regional forms, and ensure communities have a meaningful role in shaping the identity of the places they belong to. Devolving

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authority would also streamline the process by reducing a layer of central bureaucracy while retaining opportunities for national consistency through guidelines and shared standards.

Further policy development would be required to determine the scope of devolved authority, resourcing implications, and any transitional arrangements. However, councils already handle similar place naming tasks, so they are well suited to take on a broader role if the law is clear and the right guidance and support are provided.

How does this remit relate to LGNZ’s current work programme?

Briefly describe how the proposed remit aligns with LGNZ’s Strategy (new strategy is being finalised) and policy priorities but does not duplicate existing or planned work.

Approx. 150 words

This remit aligns strongly with LGNZ’s long term goal of “Local decisions matter”, and aligns with LGNZ’s advocacy for:

- Strengthened local decision making
- Improved Crown-local government-iwi partnerships
- Recognition of local identity and community driven governance

It also enhances LGNZ’s ongoing work to promote localism, reduce unnecessary centralisation, and strengthen community wellbeing through place based decision making.

How will your council help LGNZ to make progress on this remit?

Briefly describe the steps that your council would be prepared to take to assist LGNZ to progress the remit

100 – 300 words

The Far North District Council will support LGNZ’s advocacy on this remit by contributing sector leadership and local, practical insights. We have extensive experience working with LINZ on the correction and officiating of Māori place names, including active participation in the “Approving of Unofficial Place Names” workstream. With 1,682 unofficial Māori place names currently progressing through LINZ processes, we hold a strong understanding of the challenges and opportunities within the present system.

This remit is intended to establish a clear advocacy direction for LGNZ rather than prescribe a detailed statutory model. The proposing council supports further engagement with LGNZ, member councils, mana whenua, and central government agencies to refine the scope, safeguards, and implementation of any proposed reforms. FNDC is committed to supporting this remit’s progression alongside LGNZ.



Supporting information and research

Please attach to your email:

- > A copy of this application form.
- > Evidence of support from an LGNZ Zone or Sector Group or five councils. This could be in the form of emails, letters or Zone/Sector Group meeting minutes or resolutions.
- > Any further contextual/background information you'd like to share, combined in a single word or PDF file.

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6.9 ELECTED MEMBERS' ALLOWANCES AND REIMBURSEMENT POLICY

File Number: A5679461

Author: Aisha Huriwai, Manager - Democracy Services

Authoriser: Jacine Warmington, Group Manager - Strategic Relationships

PURPOSE OF THE REPORT

The purpose of the report is to review the Elected Members' Allowances and Reimbursement Policy.

EXECUTIVE SUMMARY

- The Remuneration Authority issues an annual determination that sets the remuneration framework and eligible expenses for elected members.
- The latest determination came into effect on 1 July 2025 and reaffirmed existing expense provisions, including ICT, travel, and childcare. A new provision for home security was introduced.
- Council's Elected Members' Allowances and Reimbursement Policy was last reviewed in October 2022.
- This review assesses the policy against the current determination and Council practice and recommends updates to ensure it remains current, clear and aligned with legislative guidance.

RECOMMENDATION

That Council adopt the updated version of the Elected Members' Allowances and Reimbursement Policy as attached.

1) BACKGROUND

The Remuneration Authority is the national body responsible for determining how elected representatives across New Zealand are remunerated, as well as the expenses and allowances they may claim.

The current version of Council's Elected Members' Allowances and Reimbursement Policy came into effect 31 October 2022. The principle underpinning the policy is that elected members should not be out of pocket for costs reasonably incurred in being and elected member.

Each year, the Remuneration Authority issue a determination, a legal instrument to set remuneration and reasonable expenses that any Council could or will make allowances for. Each year the determination comes into effect 1 July.

The Local Government Elected Members (2025/26) Determination 2025 (attached), came into effect 1 July 2025. The determination reaffirmed existing allowances for expenses such as mileage rate, ICT, Travel-time and Childcare. A new provision was added for home security systems. While the determination states Council may provide some of these provisions, Council's position in the past has been that all provisions in legislation will be made available to members and they can make a personal assessment on which allowances and expenses they wish to claim.

This is not a policy required under legislation but is recommended to Council for adoption given the impact it has on elected members.

2) DISCUSSION AND OPTIONS

Changes proposed for adoption include:

- Members being able to claim for costs associated with attending meetings with central government Minister/s. In the past this has not been specified as Council business. There are many times where ministers have visited and members have had opportunity to lobby central government ministers for funding or attention in the far north.

- Approval updates to reflect organisational changes and the disestablishment of the Team Leader – Democracy Services role.
- Improvements to language to increase readability.

In areas where there is a provision in the determination, but the Council's policy is silent, the determination would be applied.

Reason for the recommendation

To ensure Council's Elected Members' Allowances and Reimbursements Policy remains current, clear, and aligned with the Remuneration Authority's annual determination and Council practice, and to provide elected members with transparent and consistent guidance on the reimbursement of reasonable costs incurred in undertaking their duties.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

Council is required to allocate sufficient budget to meet its obligations to remunerate and reimburse elected members for reasonable costs incurred in the performance of their duties, in accordance with the Remuneration Authority's annual determination.

Any financial impacts can be met from existing budget allocations for elected member remuneration and expenses.

ATTACHMENTS

1. **Local Government Elected Members Determination (2025-26) - A5737524** [↓](#) 
2. **Proposed changes to Elected Members Allowances and Reimbursements Policy - A5713453** [↓](#) 

Compliance schedule:

Full consideration has been given to the provisions of Section 77 of the Local Government Act 2002 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 achieving the objective of the decision; and b) Assess the options in terms of their advantages and disadvantages; and c) If any option 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, wāhi tapu, valued flora and fauna, and other taonga.
2. This section is subject to Section 79 — Compliance with procedures in relation to decisions.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Low significance. Policy updates are procedural and seek to clarify so do not materially alter Council's financial obligations or decision-making framework.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Elected Members' Allowances and Reimbursement Policy Local Government Elected Members (2025/2026) Determination 2025.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Not applicable. The policy applies to elected members and does not have district specific impacts. Community Board views were not required to be sought.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	Not applicable.
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).	Not applicable.
State the financial implications and where budgetary provisions have been made to support this decision.	Council is required to allocate sufficient budget to fulfil its obligations to both remunerate and reimburse elected members for reasonable costs incurred in their role.
Chief Financial Officer review.	The Chief Financial Officer review is not required.

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**Local Government Elected Members (2025/26)
Determination 2025**

(SL 2025/140)

This determination is made by the Remuneration Authority under the Remuneration Authority Act 1977 and clauses 6 and 7A of Schedule 7 of the Local Government Act 2002, after having regard to the matters specified in clause 7 of that schedule.

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Note

The Parliamentary Counsel Office has made editorial and format changes to this version using the powers under subpart 2 of Part 3 of the Legislation Act 2019.

Note 4 at the end of this version provides a list of the amendments included in it.

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Determination

- 1 Title**
This determination is the Local Government Elected Members (2025/26) Determination 2025.
- 2 Commencement**
This determination comes into force on 1 July 2025.
- 3 Expiry**
This determination expires at the close of 30 June 2026.

Interpretation

- 4 Interpretation**
In this determination, unless the context otherwise requires,—
board means—
 - (a) a community board of a territorial authority other than the Auckland Council; or
 - (b) a local board of the Auckland Council**determination term** means the period from the coming into force of this determination to its expiry
hearing has the meaning given to it by clause 5
hearing time has the meaning given to it by clause 6
local authority means a regional council or a territorial authority
member means, in relation to a local authority or a board, a person who is declared to be elected to that local authority or board under the Local Electoral Act 2001 or who, as the result of further election or appointment under that Act

or the Local Government Act 2002, is an office holder in relation to the local authority or board (for example, a chairperson)

on local authority business includes on the business of any board of the local authority

regional council means a regional council named in Part 1 of Schedule 2 of the Local Government Act 2002

RMA means the Resource Management Act 1991

territorial authority means a territorial authority named in Part 2 of Schedule 2 of the Local Government Act 2002.

5 Meaning of hearing

In this determination, **hearing** means—

- (a) a hearing arising from a resource consent application made under section 88 of the RMA; or
- (b) a meeting for determining a resource consent application without a formal hearing; or
- (c) a hearing arising from a notice of requirement (including one initiated by the local authority); or
- (d) a pre-hearing meeting held under section 99 of the RMA in relation to a hearing referred to in paragraph (a) or (c); or
- (e) a hearing as part of the process of the preparation, change, variation, or review of a district or regional plan or regional policy statement; or
- (f) a mediation hearing in the Environment Court as part of an appeal from a decision of a local authority; or
- (g) a hearing on an objection against a charge fixed by a local authority under section 36 of the RMA.

6 Meaning of hearing time

In this determination, **hearing time** means the time spent on any of the following:

- (a) conducting a hearing;
- (b) formal deliberations to decide the outcome of a hearing;
- (c) participating in an official group site inspection related to a hearing;
- (d) determining a resource consent application where a formal hearing does not take place;
- (e) preparing for a hearing and participating in any inspection of a site for the purposes of a hearing (other than an official group site inspection under paragraph (c));
- (f) writing a decision arising from a hearing or communicating for the purpose of the written decision.

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**Local Government Elected Members (2025/26)
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Transitional, savings, and related provisions

7 Transitional, savings, and related provisions

The transitional, savings, and related provisions set out in Schedule 1 have effect according to their terms.

Entitlement to remuneration, allowances, and hearing fees

8 Remuneration, allowances, and hearing fees payable

Remuneration

- (1) For the period beginning on 1 July 2025 and ending on the close of the day on which the official result of the 2025 local election is declared under section 86 of the Local Electoral Act 2001 in relation to a local authority, a member of that local authority or a member of a board of that local authority is entitled to the applicable remuneration set out in Schedule 2 (adjusted under clause 10 if applicable).
- (2) On and from the day after the date on which the official result of the 2025 election is declared under section 86 of the Local Electoral Act 2001 in relation to a local authority, a member of that local authority or a board of that local authority is entitled to the applicable remuneration set out in Schedule 3 (adjusted in accordance with clause 10 if applicable).
- (2A) Schedule 3 sets out the following:
 - (a) the offices held by members of the local authority or board (*see* the first column); and
 - (b) the remuneration payable to the holders of those offices (*see* the second column); and
 - (c) the date on and from which that remuneration is payable to those office-holders (*see* the third column).
- (3) If a member of a territorial authority is also elected or appointed to a board, the member is entitled only to the remuneration that is payable to the member as a member of the territorial authority.
- (3A) No member of a local authority or a board may receive remuneration for more than 1 office at any one time under any of the provisions of Schedules 2 and 3 and, if a member holds 2 or more offices, the remuneration payable to that member is that payable for the office for which the highest annual remuneration is payable.

Allowances and hearing fees

- (4) A member of a local authority or a board may also be entitled to—
 - (a) the applicable allowances payable under clauses 11 to 15:
 - (b) the applicable hearing fees payable under clause 16.

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Clause 8(2A): inserted (with effect on 12 October 2025), on 22 December 2025, by clause 4 of the Local Government Elected Members (2025/26) Amendment Determination (No 2) 2025 (SL 2025/327).

Clause 8(3A): inserted (with effect on 1 July 2025), on 31 July 2025, by clause 4 of the Local Government Elected Members (2025/26) Amendment Determination 2025 (SL 2025/161).

9 Acting mayor or chairperson

- (1) This clause applies to a member who acts as a mayor or chairperson during a period when, because of a vacancy or temporary absence, the local authority is not paying the remuneration or allowances that it would usually pay to the mayor or chairperson.
- (2) While the member is acting as mayor or chairperson, the local authority must pay the member the remuneration and allowances usually payable to the mayor or chairperson, instead of the member's usual remuneration, allowances, and hearing fees.

10 Motor vehicles for mayors and regional council chairpersons

- (1) A local authority may provide to the mayor or regional council chairperson of the local authority—
 - (a) a motor vehicle (which may be provided for restricted private use, partial private use, or full private use); or
 - (b) a vehicle-kilometre allowance under clause 11.
- (2) If a local authority provides a motor vehicle to a mayor or regional council chairperson during the determination term, the maximum purchase price that the local authority may pay for the motor vehicle is,—
 - (a) in the case of a petrol or diesel vehicle, \$60,000; and
 - (b) in the case of an electric or a petrol hybrid vehicle, \$70,500.
- (3) If a local authority provides a motor vehicle to a mayor or regional council chairperson for restricted private use, the local authority must not make a deduction from the annual remuneration payable to the mayor or regional council chairperson under Schedule 2 or 3 (as applicable) for the provision of that motor vehicle.
- (4) If a local authority provides a motor vehicle to a mayor or regional council chairperson for partial private use or full private use,—
 - (a) the local authority must adjust the annual remuneration payable to the mayor or regional council chairperson under Schedule 2 or 3 (as applicable) in accordance with subclause (5) or (6) (as applicable); and
 - (b) the adjustment must take effect on and from—
 - (i) the date of commencement of this determination (in the case of a motor vehicle provided to the person before that date); or
 - (ii) the date of provision of the motor vehicle to the person (in the case of a motor vehicle provided during the determination term).

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- (5) If a local authority provides a motor vehicle to a mayor or regional council chairperson for partial private use, the local authority must deduct the amount calculated in accordance with the following formula from the remuneration payable to that person:

$$v \times 41\% \times 10\%$$

where v means the purchase price of the vehicle.

- (6) If a local authority provides a motor vehicle to a mayor or regional council chairperson for full private use, the local authority must deduct the amount calculated in accordance with the following formula from the remuneration payable to that person:

$$v \times 41\% \times 20\%$$

where v means the purchase price of the vehicle.

- (7) In this clause,—

full private use means that—

- (a) the vehicle is usually driven home and securely parked by the mayor or regional council chairperson; and
- (b) the vehicle is available for the mayor’s or regional council chairperson’s unrestricted private use; and
- (c) the vehicle is used by the mayor or regional council chairperson for both local authority business and private use; and
- (d) the vehicle may also be used by other local authority members or staff on local authority business, with the permission of the mayor or regional council chairperson

partial private use means that—

- (a) the vehicle is usually driven home and securely parked by the mayor or regional council chairperson; and
- (b) the vehicle is used by the mayor or regional council chairperson for both local authority business and private purposes; and
- (c) the vehicle may also be used by other local authority members or staff on local authority business, with the permission of the mayor or regional council chairperson; and
- (d) all travel in the vehicle is recorded in a logbook; and
- (e) the use of the vehicle for private purposes accounts for no more than 10% of the distance travelled in the vehicle in a year

purchase price means the amount paid for the vehicle,—

- (a) including goods and services tax and any on-road costs; and
- (b) after deducting the amount of any rebate that applied under the former clean car discount scheme, which ended on 31 December 2023, in respect of the purchase of the vehicle

restricted private use means that—

- (a) the vehicle is usually driven home and securely parked by the mayor or regional council chairperson; and
- (b) the vehicle is otherwise generally available for use by other local authority members or staff on local authority business; and
- (c) the vehicle is used solely for local authority business; and
- (d) all travel in the vehicle is recorded in a logbook.

Allowances

11 Vehicle-kilometre allowance

- (1) A local authority may pay to a member a vehicle-kilometre allowance to reimburse that member for costs incurred in relation to eligible travel.
- (2) A member's travel is eligible for the allowance if—
 - (a) it occurs at a time when the member is not provided with a motor vehicle by the local authority; and
 - (b) the member is travelling—
 - (i) in a private vehicle; and
 - (ii) on local authority business; and
 - (iii) by the most direct route that is reasonable in the circumstances.
- (3) The allowance payable to a member for eligible travel is,—
 - (a) for a petrol vehicle,—
 - (i) \$1.17 per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
 - (ii) 37 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term:
 - (b) for a diesel vehicle,—
 - (i) \$1.26 per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
 - (ii) 35 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term:
 - (c) for a petrol hybrid vehicle,—
 - (i) 86 cents per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
 - (ii) 21 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term:
 - (d) for an electric vehicle,—

- (i) \$1.08 per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
 - (ii) 19 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term.
- (4) However, if a member of a local authority travels from a place where the member permanently or temporarily resides that is outside the local authority area to the local authority area on local authority business, the member is only eligible for a vehicle-kilometre allowance for eligible travel after the member crosses the boundary of the local authority area.
- (5) Subclause (4) does not apply to the payment of a vehicle-kilometre allowance by a local authority to a member who permanently or temporarily resides outside the local authority area if—
- (a) the member’s primary place of residence was outside the local authority area at the time of the local election, or an exceptional circumstance beyond the member’s control requires them to move outside the local authority area; and
 - (b) the Remuneration Authority determines, on an application from the member and having considered the recommendation of the mayor or regional council chairperson, that subclause (4) does not apply.

Clause 11(3): replaced, on 1 September 2025, by clause 5 of the Local Government Elected Members (2025/26) Amendment Determination 2025 (SL 2025/161).

12 Travel-time allowance

- (1) A local authority may pay a member (other than a mayor, a regional council chairperson, a member of the governing body of the Auckland Council, the Christchurch City Council, or the Wellington City Council, or a chairperson of a local board of the Auckland Council) an allowance for eligible travel time.
- (2) A member’s travel time is eligible for the allowance if it is time spent travelling within New Zealand—
 - (a) on local authority business; and
 - (b) by the quickest form of transport that is reasonable in the circumstances; and
 - (c) by the most direct route that is reasonable in the circumstances.
- (3) The travel-time allowance is \$41.30 for each hour (pro-rated in the case of a part of an hour) of eligible travel time after the first hour of eligible travel time travelled in a day.
- (4) However, if a member of a local authority permanently or temporarily resides outside the local authority area and travels to the local authority area on local authority business, the member is only eligible for a travel-time allowance for eligible travel time—
 - (a) after the member crosses the boundary of the local authority area; and

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- (b) after the first hour of eligible travel time within the local authority area.
- (5) Subclause (4) does not apply to the payment of a travel-time allowance by a local authority to a member who permanently or temporarily resides outside the local authority area if—
 - (a) the member's primary place of residence was outside the local authority area at the time of the local election, or an exceptional circumstance beyond the member's control requires them to move outside the local authority area; and
 - (b) the Remuneration Authority determines, on an application from the member and having considered the recommendation of the mayor or regional council chairperson, that subclause (4) does not apply.
- (6) The maximum total amount of travel-time allowance that a member may be paid for eligible travel in a 24-hour period is 8 hours.
- (7) Despite subclause (1), the Chatham Islands Council may pay the Mayor of the Chatham Islands Council an allowance for eligible travel time.

13 ICT allowances

Member uses local authority's ICT

- (1) If a local authority supplies ICT to a member for use on local authority business and allows for its personal use, the local authority may decide what portion, if any, of the local authority's costs reasonably attributable to such personal use must be paid by the member.

Member uses own equipment and consumables

- (2) If a local authority determines that a member requires particular ICT equipment to perform their functions and requests that the member use their own equipment for those purposes, the local authority may pay an allowance.
- (3) The matters for which the local authority may pay an allowance, and the amounts that the local authority may pay for the determination term, are as follows:
 - (a) for the use of a personal computer, tablet, or laptop, including any related docking station, \$400;
 - (b) for the use of a multi-functional or other printer, \$50;
 - (c) for the use of a mobile telephone, \$200;
 - (d) for the use of ICT consumables, up to \$200.

Member uses own services

- (4) If a local authority requests a member to use the member's own internet service for the purpose of the member's work on local authority business, the member is entitled to an allowance for that use of up to \$800 for the determination term.

- (5) If a local authority requests a member to use the member’s own mobile telephone service for the purpose of the member’s work on local authority business, the member is entitled, at the member’s option, to—
 - (a) an allowance for that use of up to \$500 for the determination term; or
 - (b) reimbursement of actual costs of telephone calls made on local authority business on production of the relevant telephone records and receipts.

Pro-rating

- (6) If the member is not a member for the whole of the determination term, subclauses (3) to (5) apply as if each reference to an amount were replaced by a reference to an amount calculated in accordance with the following formula:

$$(a \div b) \times c$$

where—

- a is the number of days that the member held office in the determination term
 - b is the number of days in the determination term
 - c is the relevant amount specified in subclauses (3) to (5).
- (7) The Remuneration Authority may approve rules proposed by a local authority to meet the costs of installing and running special ICT where, because of distance or restricted access, normal communications connections are not available.
 - (8) In this clause, **ICT** means information or communication technology, including—
 - (a) ICT equipment (for example, a mobile telephone and a laptop computer); and
 - (b) ICT services (for example, a mobile telephone service and an internet service); and
 - (c) ICT consumables (for example, printer or photocopy paper and ink cartridges).

14 Childcare allowance

- (1) A local authority may pay a childcare allowance to an eligible member as a contribution towards expenses incurred by the member for childcare provided while the member is engaged on local authority business.
- (2) A member is eligible to be paid a childcare allowance for childcare provided for a child only if—
 - (a) the member is a parent or guardian of the child or is a person who usually has responsibility for the day-to-day care of the child (other than on a temporary basis); and
 - (b) the child is under 14 years of age; and

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- (c) the childcare is provided by a person who—
 - (i) is not a parent of the child or a spouse, civil union partner, or de facto partner of the member; and
 - (ii) does not ordinarily reside with the member; and
 - (d) the member provides evidence satisfactory to the local authority of the amount paid for childcare.
- (3) A local authority must not pay childcare allowances to a member that total more than \$7,500 per child during the determination term.

15 Home security system allowance

- (1) Based on a security threat and risk assessment authorised by the local authority, a local authority may reimburse the expenses of having a security system installed and monitored at a member’s primary place of residence within the local authority area up to a maximum of—
- (a) \$4,500 for purchasing and installing the system; and
 - (b) \$1,000 in any year for monitoring, call-outs, and repairs.
- (2) A member may also be reimbursed for additional expenses for the provision of supplementary security measures at their primary place of residence within the local authority area if—
- (a) the security threat and risk assessment recommends that those supplementary security measures be provided to the member; and
 - (b) the Remuneration Authority, on application from the local authority, approves reimbursement of the additional expenses arising from the provision of those supplementary security measures.

Clause 15(1)(a): replaced, on 1 September 2025, by clause 6 of the Local Government Elected Members (2025/26) Amendment Determination 2025 (SL 2025/161).

Hearing fees

16 Fees related to hearings

- (1) A member of a local authority or member of a board who acts as the chairperson of a hearing is entitled to be paid a fee of up to \$130 per hour of hearing time related to the hearing.
- (2) A member of a local authority or member of a board who is not the chairperson of a hearing is entitled to be paid a fee of up to \$104 per hour of hearing time related to the hearing.
- (3) For any period of hearing time that is less than 1 hour, the fee must be apportioned accordingly.
- (4) This clause does not apply to—
 - (a) a mayor or a member who acts as mayor and is paid the mayor’s remuneration and allowances under clause 9(2); or

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- (b) a chairperson of a regional council or a member who acts as chairperson of a regional council and is paid the chairperson's remuneration and allowances under clause 9(2); or
 - (c) a member of the governing body of the Auckland Council, the Christchurch City Council, or the Wellington City Council; or
 - (d) a chairperson of a local board of the Auckland Council.
- (5) Despite subclause (4), this clause applies to the Mayor of the Chatham Islands Council.

Clause 16(5): inserted (with effect on 1 July 2025), on 31 July 2025, by clause 7 of the Local Government Elected Members (2025/26) Amendment Determination 2025 (SL 2025/161).

Revocation

17 Revocation

The Local Government Members (2024/25) Determination 2024 (SL 2024/124) is revoked.

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Schedule 1

Schedule 1

Transitional, savings, and related provisions

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Part 1

Provisions relating to this determination as made

- 1 Provisions that do not apply until day after official results of 2025 election are declared**
 - (1) Despite the revocation of the Local Government Members (2024/25) Determination 2024, clause 12(1) of that determination continues to apply instead of clause 12(1) of this determination until the close of the day on which the official result of the 2025 local election is declared under section 86 of the Local Electoral Act 2001 in relation to a local authority.
 - (2) Clauses 15 and 16(4)(c) and (d) of this determination apply on and from the day after the date on which the official result of the 2025 election is declared under section 86 of the Local Electoral Act 2001 in relation to a local authority.
- 2 Commencement date of clause 15 and of Schedule 3 remuneration for members of Tauranga City Council**
 - (1) A member of the Tauranga City Council is entitled to a home security system allowance under clause 15 on and from 12 October 2025.
 - (2) A member of the Tauranga City Council is entitled to the applicable remuneration set out in Schedule 3 (adjusted in accordance with clause 10 if applicable) on and from 12 October 2025.

13


 HE ARA TĀMATA
CREATING GREAT PLACES
Supporting our people

Elected Member Expense and Reimbursement Policy

Date 2026

Background

Elected members may incur expenses while on council business, for which they can be reimbursed. Reimbursement and use of council-supplied resources apply only to elected members personally, and only while they are acting in their official capacity as elected members.

The guiding principles for expenditures are those contained in the Office of the Controller and Auditor-General good practice guide "Controlling sensitive expenditure: Guidelines for public entities". Any expenditure should be subject to standards of probity and financial prudence that are to be expected of a public entity and able to withstand public scrutiny, both perceived and actual.

Objective

This policy sets out rules on the claiming of expenses by elected members and the resources that will be available to them as an elected member.

Policies

1. To be reimbursable, expenses must:
 - Have a justifiable council-related business purpose (business purposes are outlined in Appendix A)
 - Be moderate and reasonable having regard to the circumstances, i.e. able to pass the test of prudent use of ratepayers' money under public scrutiny
 - The most cost-effective option will be offered in every instance. Members wishing to choose a different option will be required to pay the difference.
 - Be accrual and justified by an original tax receipt
 - be approved by the relevant authorizer (Team Leader- Democracy Services)
 - be within relevant budget provisions
 - be presented on the approved Far North District Council claim form, or by other agreed form and signed as true and correct
 - be consistent with the rules set by Remuneration Authority, who has responsibility under the Local Government Act 2022 to determine remuneration, expense and allowance rules for local authority members.
2. To ensure transparency, Democracy Service publish elected members' remuneration, expenses, mobile technology and professional development costs on the council's website on a quarterly basis and submits a quarterly sensitive expenditure report to the Assurance, Risk and Finance.
3. Elected members are required to submit a report, summary or presentation on any professional development, conference or training event they have attended. This ensures that all members have an opportunity to share in the learnings, seek feedback on areas of interest and provide transparency and conference to the public the ratepayers funds are being used effectively. Tracking professional

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development, conference and/or training events and the subsequent sharing of learnings will be reported through the quarterly sensitive expenditure report.

4. To be reimbursed, elected members must submit their expense claims at least quarterly. Before the end of the day of each financial year Democracy Services will inform all elected members of the cut-off date to submit claims for that financial year.
 - For financial reporting and transparency purposes claims need to be accounted for within the financial year that they are incurred, which ends on 30 June.
 - On election years, at the end of the electoral term, Democracy Services will require all elected members to submit expense claims on the Monday following election day.
 - Democracy Services will not accept claims after the cut-off date. If elected members miss the cut-off date they can claim relevant expenses through their tax return. For clarity, no claims for previous financial years or triennia will be accepted. It is the members' responsibility to ensure they submit claims within the required and communicated deadline.
5. Expense incurred because of election or electoral work (such as attendance at ratepayer meetings or visits to constituents) will not be covered by the council.
6. During the pre-election period (mid-July to election day in an election year) expenses will be paid upon evidence of meeting either set through the councils formal meeting calendar or in alignment with held portfolios or upon request of a council officer.
7. Any request for Expenses or allowances outside of the policy requirements must be made in writing to the Chief Executive Officer for consideration. Where this policy is silent or not specific in relation to claims for expenses or allowances the Chief Executive Officer shall be guided by the Auditor-General's 2020 good proactive guide on "Controlling Sensitive Expenditure: Guidelines for Public Entities".
8. The allowances and expenses listed in Appendix B apply to those costs incurred for purposes of Council business only.

Appendix A - Interpretation

COUNCIL BUSINESS includes attendance at the following:

- Official meetings of the Council Committee and Subcommittee of Council established by formal resolution or legislation.
- Council workshops
- Meetings and workshops of advisory groups established by formal resolution
- Meetings and workshops of external bodies to which the elected member has been appointed by formal resolution
- Statutory hearings
- Formal openings, Blessings and Hui
- Meetings of Council-owned companies
- An external event or meeting where there has been a resolution of Council or a committee, or an authorisation by the mayor, or with respect to the member of a committee, an authorisation by the chairperson of that committee
- Visits to and tours of facilities or sites or works for which the Council is responsible for or is involved in, or which will be the subject of business to come before the Council or any committee
 - Seminars and training courses where the elected member's attendance has been authorised
 - Discussions with other elected members or Council officers
 - Central Government Ministerial visits or meetings within the district.

"Council business" does not include events where the primary focus is on social activity or electioneering. It does not include constituency meetings unless attendance has been requested by the mayor or the Chief Executive such as roadside meetings or meetings with individual ratepayers (or granted by resolution of Council or the Community Board).

Expenses are only payable for days the member is on official business, including a weekend if official business requires this.

Official visitors would include Mayor and Councilors of Sister Cities,

Appendix B – Allowances and Expenses

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Elected Member

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<p>Accommodation</p>	<p>Accommodation will be by preferred Council supplier at the most effective rate. Staff will advise about options.</p> <p>Elected members' responsibilities include:</p> <ul style="list-style-type: none"> • Checking the accuracy of the accommodation account when checking out • Signing the account to indicate it is correct • Retaining a copy of the accommodation account for reconciliation purposes • Paying for any items which are not claimable (refer section on Travel and Event Attendance) • Paying for any upgrades to room <p>Elected members sometimes attend evening events as official representatives of the Far North District Council. If business for that day exceeds a 10-hour period, the council will reimburse the cost of overnight accommodation at a standard business range hotel or motel. Pre-approval must be sought in all instances for any request for overnight accommodation in writing to the Chief Executive.</p>
<p>Air Travel</p>	<p>Council will meet travel costs (or the equivalent airfare or combined mileage and travel time, whichever is the most cost effective).</p> <p>All elected members are entitled to utilize domestic air travel for Council-related travel where travel by air is the most cost-effective option.</p> <p>Elected members can fly with any airline provided the flight booked us at best value for the council and scheduled to best meet the business needs of the elected member. Flight choice will not be influenced by the elected members' own airline loyalty memberships.</p> <p>The council will not pay for any airline frequent flyer or club membership.</p>
<p>Carparking</p>	<p>Car parking will be reimbursed upon the production of evidence in alignment with accounting standards.</p>
<p>Communications Equipment</p>	<p>Provision of communications equipment is a Council business decision. Council may choose to provide either:</p> <ol style="list-style-type: none"> a) Communications equipment: Or b) An annual allowance for any or all equipment provided by the elected member, as per amounts set by Remunerations Authority. Where a member is not a member for the whole period of determination, the amount of the allowance is pro-rated.

	<p>Council issued communications equipment is covered by councils insurance in the case of failure of device. Accidental damage is to be covered by the elected member under their own insurance policy (such as house/contents insurance).</p> <p>Members who choose not to use council issued communication technology may receive the communications allowance set out in the Remuneration Authority Determination.</p> <p>The council will not pay the communications allowance if an elected members' private hardware and software are outdated and/or incompatible with Far North District Councils systems. This is because in this case, Far North District Council cannot provide the information and support needed for the elected member to perform his/her duties.</p>
Entertainment and Hospitality	<p>Elected members intending to host official visitors to the Council must make a request in writing to the Chief Executive, outlining the relevant details of the event (such as who will be hosted, how many people, proposed dates). Upon approval, arrangements will be made by Council staff in advance.</p>
Ferry	<p>Ferry use will be reimbursed upon the production of original receipts.</p>
Infringements	<p>Infringements such as speeding fines or parking tickets incurred while conducting council business will not be reimbursed.</p>
Meals	<p>Meals bought by elected members whilst away from home on Council business may be reimbursed for actual and reasonable costs, on production of receipts or evidence where a charge back facility is used to the hotel or motel .</p> <p>The total value of meals in any one day should not exceed \$100.00.</p> <p>Council will not pay for any accompanying partners, family or friends.</p> <p>Council will not pay for any hotel mini-bar charges or alcohol purchases.</p> <p>Meal expenses cannot be claimed if:</p> <ul style="list-style-type: none"> • A complimentary meal is provided by an airline • A meal is prepaid through an accommodation package (e.g. hotel or complimentary breakfast) • The cost of the meal is included in the cost of a seminar or conference • Elected members are entertained by their hosts.

<p>Personal Travel and Expenses (mixing business and personal travel)</p>	<p>Elected members can have a stop-over or undertake private travel before, during or at the end of travel.</p> <p>Democracy Services can arrange bookings for family members of an elected member if they are travelling which will be invoiced by Council to the elected member.</p> <p>Personal expenses incurred during Council business travel will be invoiced by Council to the elected member.</p> <p>Democracy Services will confirm travel preferences prior to confirming bookings. Any amendments will be the members responsibility to undertake.</p>
<p>Professional Development</p>	<p>It is recognised there is the need for elected members to broaden their knowledge and experience through governance development programmes.</p> <p>Staff will undertake an assessment prior to each financial year to explore opportunities for learnings or conferences (for all elected members).</p> <p><u>Mayor and Councillors</u></p> <p>Outside of the induction and onboarding programme, either conference or professional development event, each elected member may attend one conference and one professional development event per financial year. The development opportunity for Mayor and elected members will be agreed as part of professional development discussions with staff in years 2 and 3 of an election cycle, recognizing that the financial year in which an election occurs all funds must be set aside for induction and onboarding costs associated with a new Council.</p> <p><u>Community Boards</u></p> <p>Outside of the induction programme, development opportunities for community board members will be discussed with each board in years 2 and 3 of an election cycle, recognising that the financial year in which an election occurs all funds must be set aside for induction and onboarding costs associated with the new community boards,</p> <p>Professional development for community board members will focus on their advocacy role.</p> <p><u>Applicable to all</u></p> <p>The conference, course, seminar or training event must directly contribute to the members' ability to carry out their role. Voluntary conferences, courses seminars, or training that contribute to the member's</p>

	<p>personal development will not be covered by Council.</p> <p>Professional development, conference and or training opportunities will be subject to available budgets.</p> <p>When a Community Board member is to be the Council's representative at a conference or event, the approval of the Council is needed.</p>
Rental Cars	<p>Rental cars may be utilised when attending meetings or conferences in other centers where this is the most cost-effective travel option and are arranged by staff in advance.</p> <p>Fuel costs will be reimbursed on production of actual receipts.</p>
Taxi, Shuttles, Ubers	<p>Taxi and shuttle services are pre-booked by staff when appropriate. When taxis and shuttles cannot be prearranged by staff, costs are reimbursed on production of <u>actual</u> receipts.</p> <p>Taxis may not be used if significant travel distances mean that use of a taxi is not the most cost-effective option. Shuttles or rental cars booked by Democracy Services staff should be considered as an option in such circumstances.</p>
Travel and Event Attendance	<p>All elected members are entitled to payment of actual and reasonable registration, travel, accommodation, meal and related incidental expenses (including travel insurance) incurred in attendance at these events, held both within New Zealand and overseas, subject to:</p> <ul style="list-style-type: none"> a) Related expenditure being accommodated within existing budgets, and b) The right approvals as outlines in this policy. <p>And excluding reimbursement for purchases from hotel mini-bar, alcohol and charged for in-room video or cable movies per the sensitive expenditure policy.</p> <p>All travel and accommodation arrangements for elected members are to be directed to Democracy Services staff for processing. Staff will book the most cost-effective option available (when possible) at the time of booking, unless all travel costs are being met privately or by an outside party.</p> <p>Travel for RMS hearings and DLC training is managed by staff and determined by business need, as there is a separate budget for these activities.</p>
Travel Time	<p>Reimbursement for time travelled on Council business is paid as per the Remuneration Authority Determination.</p>

	Travel time will only be paid upon receipt of a completed claim form or other agreed form detailing the nature of the travel.
Use of Private Vehicle and Mileage	<p>Reimbursement for vehicle mileage for travel on Council business is paid as per the Remuneration Authority Determination.</p> <p>Mileage will only be paid upon receipt of a completed claim for or other agreed form detailing the nature of the travel.</p> <p>Elected members' use of private vehicles on council business is not covered by the council's insurance.</p>

The Mayor

Car	A vehicle may be made available in accordance with the Remuneration Authority Determination.
International Travel	<p>The prior approval of the Council is required for all international travel.</p> <p>Where the Mayor or the Mayor's authorized representative is accompanied by his/her partner on international travel. Council will meet the cost of their travel, accommodation, and incidental costs if the partner's involvement <u>directly</u> contributes to a clear business purpose.</p>
Telephone Costs	The Council will provide a mobile home for the Mayor and cover all expenses associated with the use of hat phone on Council business. The phone remains property of the Council.

Miscellaneous

International Travel	
Approval of International Travel	<p>Activities involving international travel require a business case. Staff can prepare the business case on behalf if the elected member. The business case must outline:</p> <ul style="list-style-type: none"> • The purpose of the trip • Who wishes to attend • Why the elected member is an appropriate attendee • Expected benefits • Demonstrated prudent use of ratepayer's money • Itinerary • All anticipated costs • Which budgets will meet the costs • How the outcomes of the trip should be reported back on return (for instance a written summary and/or a presentation at a political meting) <p>Approval for international travel is by Council resolution.</p> <p>All travel is economy class. An elected member can upgrade to business class in instances when he/she will fly more than eight hours continuously and will be engaged in Council business within 12 hours of arrival. If upgraded, the elected member must not convert the whole, or part of, the ticket into cash or any other benefit and travel on a cheaper ticket class.</p>
International Drivers License Fee	Cost will be reimbursed if a rental car is necessary as part

	of the trip.
Laundry	Actual and required laundry expenses <ul style="list-style-type: none"> • For trips more than three days • If an accident necessitates it
Passport Renewals	Elected member are responsible for obtaining or renewing their passport and ensuring that it will not expire within six months following the return date of travel.
Telephone and Data Expenses	Elected members will be reimbursed for: <ul style="list-style-type: none"> • Short calls home from overseas • Prudent data usage to access emails and the internet overseas
Tips (gratuities) for international travel	In some countries tipping airport baggage handlers, taxi driver, hotel porters and waiters/waitresses is expected. The council will reimburse moderate tips only where tipping is local custom. It is accepted that the elected member will not have receipts for these, but a record should be kept to accompany any claim.
Travel insurance	Council does not provide domestic nor international travel insurance. An elected member travelling overseas must make the appropriate arrangements for international travel insurance at their own cost and provide a detailed policy and associated costs as part of their expense claim. Each claim will be assessed on a case-by-case basis. The primary travel purpose must be council business. The travel insurance extends to provide cover for normal tourist and holiday activities that form part of or are added to the business trip, provided the council business-related portion of the travel is substantially larger than the portion allocated to personal or holiday activities.
Visas and Vaccinations	Elected members undertaking international travel should use their personal credit card and submit an expense claim on their return,

Related information

Office of the Auditor General: Controlling sensitive expenditure: Guide for public organisations

Monitoring and Review

The Democracy Services team is responsible for overseeing implementation of this policy and for providing guidance for decisions made under the policy.

It will be reviewed:

1. When a formal request to do so is received from Council or Committee:
 - (a) From the chair of a committee or subcommittee
2. At the end of each triennium
3. If there is a legislative amendment that requires a review of this policy.
4. If a recommendation to review is received by Audit New Zealand.

- Reimbursement for vehicle mileage for travel on Council business is paid as per the Remuneration Authority Determination.
- a. Vehicle mileage Mileage will only be paid upon receipt of a completed Claim for Meeting and Travel Expenses form detailing the nature of the travel.

- A local authority may pay a childcare allowance to an eligible member as a contribution towards expenses incurred by the member for childcare provided while the member is engaged on local authority business.
- A member is eligible to be paid a childcare allowance in respect of childcare provided for a child only if—
- a) the member is a parent or guardian of the child, or is a person who usually has responsibility for the day-to-day care of the child (other than on a temporary basis); and
- b) the child is under 14 years of age; and
- c) the childcare is provided by a person who—
- i. is not a family member of the member; and
 - ii. does not ordinarily reside with the member; and
- d) the member provides evidence satisfactory to the local authority of the amount paid for childcare.
- A local authority must not pay childcare allowances to a member that total more than \$6,000 per annum per child.
- Family member of the member means*
- a) a spouse, civil union partner or de facto partner
 - b) a relative that is, another person connected with the member within 2 degrees of a relationship, whether by blood relationship or by adoption.

2. The Mayor

a. Airline club	<p>Given frequent travel requirements for the role, the Mayor is entitled to reimbursement of an Air New Zealand Koru Club subscription, on the provision of annual receipt.</p>
b. Car	<p>The Mayor may be provided with a vehicle that will also be available for his/her private use. A deduction will be made from his/her salary as determined by the Remuneration Authority. The Mayor will not be able to claim for vehicle mileage.</p> <p>Alternatively, the Mayor may provide his/her own vehicle, in which case the Mayor may claim vehicle mileage for travel on Council Business.</p> <p>Mileage will only be paid upon receipt of a completed Claim for Meeting and Travel Expenses form detailing the nature of the travel.</p>
c. Entertainment and hospitality	<p>The Mayor may hold a purchasing card to pay directly for any entertainment or hospitality expenses which must be used in accordance with Council's Credit Card Expenditure Policy.</p>
d. Telephone costs	<p>The Council will provide a mobile phone for the Mayor and cover all expenses associated with the use of that phone on Council business. The phone remains the property of the Council.</p> <p>If the Mayor's home residence does not have reliable mobile service, landline services will also be provided through Council's corporate account to provide best value for the ratepayer.</p>
e. Travel and conferences, courses and seminars	<p>The prior approval of the Chief Executive Officer is required for travel within New Zealand for Council business. The prior approval of the Council is required for all international travel.</p> <p>Where the Mayor or the Mayor's authorised representative is accompanied by his/her partner on international travel, Council will meet the cost of their travel, accommodation, and incidental costs if the partner's involvement <u>directly</u> contributes to a clear business purpose.</p>

6.10 OPTIONS TO STRENGTHEN GOVERNANCE ASSURANCE AND PUBLIC CONFIDENCE

File Number: A5735739

Author: Emma Healy, Chief of Staff

Authoriser: Guy Holroyd, Chief Executive Officer

TAKE PŪRONGO / PURPOSE OF THE REPORT

To give Council clear, practical options for consideration to strengthen public confidence in the Far North District Council (FNDC)'s governance processes and decision-making outcomes.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

There is a high level of public interest in Council's governance mechanisms and the integrity of Council decision-making. While Council has established statutory obligations and governance settings, it is important that these are consistently applied and evidenced. This report sets out practical options Council may adopt - individually or as a package - to provide visible assurance, strengthen transparency, and support community confidence in governance processes and outcomes.

Following recent public commentary and correspondence with the Minister of Local Government, Council may wish to take proactive steps to demonstrate that its governance processes are fair, lawful and transparent. The options in this report focus on independent assurance, strengthened meeting practice, and improved public-facing transparency.

TŪTOHUNGA / RECOMMENDATION

That Council:

Receive the report "Options to Strengthen Governance Assurance and Public Confidence", and

Resolve to:

- i. Commission an independent governance assurance review and/or**
- ii. Appoint an independent observer for Council meetings (and/or key Committees or workshops) and/or**
- iii. Implement governance transparency and process enhancements and/or**
- iv. Request external governance support / facilitation and/or**
- v. Publish a Governance Assurance and Transparency Dashboard (public reporting) and/ or**
- vi. Maintain the status quo, and,**

Authorise the Chief Executive to implement any of the above option(s) adopted by Council, including confirming scope, terms of reference and procurement (as applicable) within delegated financial authority.

Note that if implementing the adopted option(s) would require unbudgeted expenditure or approvals outside delegated authority, a further report will be brought to Council.

1) TĀHUHU KŌRERO / BACKGROUND

On 9 April 2026, the Hon Simon Watts, Minister of Local Government, wrote to the Mayor after receiving requests for Ministerial intervention at FNDC. The requests raised concerns about the governance environment and the ability of elected members to participate in Council matters. The Minister noted that Part 10 of the Local Government Act 2002 provides intervention powers that may

be used where a local authority has a “significant problem” relating to governance, management, or the delivery of functions and duties, and is unwilling or unable to resolve it.

The Minister also stated that Part 10 powers are reserved for situations where there is evidence of significant governance, financial, or performance failures at an organisational level and are not designed to manage individual disputes between council members. Based on the information available to him, he advised that he is satisfied FNDC is discharging its functions under the Act and is conducting its governance appropriately.

In responding on 13 April 2026, the Mayor acknowledged the Minister’s position and emphasised the importance of transparency and ongoing assurance to maintain public confidence. The Mayor indicated that Council would consider options including commissioning an independent report and/or appointing an independent observer at the next available Council meeting, and noted that Council has engaged with Local Government New Zealand (LGNZ) for advice and support.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The overarching objective of the options presented for consideration would be to strengthen public confidence by providing visible, credible assurance that governance processes at FNDC are fair, lawful, transparent, and consistently applied, and that Council decisions are made following robust deliberation and due process.

Options in this paper are not mutually exclusive and some or all may be adopted as a package. In summary, options for consideration are:

Option	Decision for Council	Key benefits / costs	Indicative cost / timeframe
a	Commission an independent governance assurance review	Strong independent assurance and improvement pathway; requires clear terms of reference.	Tens of thousands; ~10-12 weeks.
b	Appoint an independent observer for a defined number of meetings, and which meetings to include.	Timely, visible process assurance; does not address issues outside meetings; requires clear terms of reference.	Low tens of thousands; ~12 weeks.
c	Direct the implementation of an internal transparency and process improvement programme (and reporting frequency).	Quick to start however requires resourcing and taking existing staff away from business as usual (BAU); embeds consistent practice; may be perceived as less independent.	Low-moderate (up to low tens of thousands); quick wins 2-6 weeks.
d	Request targeted external governance support / facilitation.	Supports capability and ways of working; effectiveness depends on participation and follow-through.	Low-moderate (up to low tens of thousands); 2-4 weeks to start.
e	Publish a public governance assurance and transparency dashboard, and measures/reporting cycle.	Makes governance performance visible and trackable; requires ongoing ownership and privacy checks; however requires resourcing and takes existing staff away from BAU.	Low external cost; first publish ~10-12 weeks.
f	Maintain current arrangements.	No additional cost; may not provide visible assurance sought by the community.	No additional cost; business as usual.

Option a: Commission an independent governance assurance review

What it is: Engage an external governance expert to independently assess whether FNDC's governance arrangements are working as intended and where they can be strengthened, for the purpose of providing Council and the public with credible assurance and a clear improvement pathway.

How it would work (indicative scope): The reviewer would examine key governance processes and evidence (documents and interviews). Scope could include: how meetings are run (standing orders); how decisions are made and recorded (delegations, resolutions, minutes); how workshops/briefings are used; how information is provided to elected members to support decisions; how conflicts of interest are managed; and how decisions and governance information are communicated to the public (including minutes and livestream practices).

How we would ensure it is independent: To ensure an independent expert was procured, the Chief Executive would use a transparent procurement process, require appropriate written conflicts declaration (including any prior work with FNDC elected members or staff), and set clear contract terms. The reviewer would provide their report to Council. Management and elected members would provide information and check factual accuracy only, not direct the findings.

Deliverable: A report, to be made publicly available (with any necessary confidential appendix), and a practical improvement plan with prioritised recommendations.

Benefits: Provides strong independent assurance; identifies system improvements; supports consistent practice and continuous improvement.

Considerations: Procurement time and resourcing; risk of being perceived as duplicating existing processes if scope is unclear.

Implementation steps:

1. Chief Executive develops the scope then procures and appoints reviewer
2. Reviewer completes document/background information review and interviews
3. Draft findings shared for factual checking
4. Final report and improvement plan presented to Council and released publicly (with any necessary confidential information withheld).

Indicative timeframe: 10-12 weeks from Council resolution (based on approximately 1–2 weeks to confirm scope and appoint; 2–4 weeks for document review and interviews; 2–4 weeks for drafting, factual checking, and final report).

Indicative cost: Indicative external cost in the tens of thousands of dollars (plus GST), subject to confirming scope and procurement.

Assumptions / basis: Cost will vary depending on the agreed scope (for example, number of interviews, level of stakeholder engagement, any observation of meetings, travel requirements, and whether legal review or specialist advice is required). A more detailed cost estimate would be confirmed through the procurement process once scope is settled. This will include document review, at a minimum 8–12 interviews, analysis, drafting and final report), any travel required and whether scope expands following initial review.

Option b: Appoint an independent observer for formal meetings (and/or key workshops)

What it is: Appoint an independent observer to sit in on a defined number of Council meetings (and, if agreed, key Committee meetings and/or workshops) and provide assurance that meeting processes are being followed, for the purpose of increasing transparency and public confidence in the fairness and consistency of meeting practice.

How it would work: The observer would review the agenda and key reports, attend the meeting, and post the meeting provide a brief report focused on process (e.g. application of standing orders, clarity of motions and resolutions, procedural fairness, and transparency opportunities).

The independent observer would not participate in decisions, debate, or voting, and would not replace the role of the Chair, the Chief Executive, or council's internal legal advisors.

How we would ensure it is independent: The Chief Executive would engage an independent observer, with acknowledged expertise in governance matters. The observer would not be a current or recent FNDC contractor/employee and would be required to make appropriate written conflict-declarations. The contract would state the observer is not directed on findings. Any input from elected members or management would be limited to factual clarification only. Reports would be provided to Council and released publicly (with necessary redactions).

Deliverable: A brief report after each meeting and a consolidated summary report at the end of the initial period, including practical improvement suggestions. Reports would be made publicly available, with any confidential information withheld as required.

Benefits: Visible and timely assurance; supports improved meeting practice quickly; comparatively fast to implement; can complement any wider independent review.

Considerations: Requires clear terms to avoid role confusion; may not address issues that occur outside formal meetings; additional cost if extended beyond the initial period.

Implementation steps:

1. Council confirms which meetings are to be observed
2. Chief Executive develops the terms of reference, procurement and appoints independent observer
3. Observer attends each meeting and provides a brief written report
4. Council receives a summary report after the initial period and decides whether to continue, adjust, or conclude the arrangement.

Indicative timeframe: 4 weeks to appoint (confirm terms of reference, engage provider, confirm availability). Observation period: 3–6 Council meetings (approximately 6–12 weeks depending on the meeting calendar). Reporting: brief report after each meeting and a consolidated summary report within 5–10 working days after the final observed meeting.

Indicative cost: Indicative external cost in the low tens of thousands of dollars (plus GST) for an initial, timebound period, subject to confirming terms of reference and procurement.

Assumptions / basis: Cost will depend on the number and duration of meetings and/or workshops observed, required preparation and reporting, and any travel. A more detailed estimate would be confirmed through procurement once Council confirms the observation period and scope.

Option c: Implement governance transparency and process enhancements

What it is: An internal improvement programme to make sure governance processes are consistent and provide clear, easy-to-understand public information about how decisions are made, for the purpose of improving transparency, reducing misunderstanding, and embedding best practice.

How it would work: The Chief Executive would develop an improvement plan with specific actions, owners and timeframes, and report progress to Council quarterly. Elements of the plan may include:

- Publish a plain-language “how Council makes decisions” governance guide (standing orders overview, delegations, meeting cycle, public participation, how conflicts of interest are handled).
- Implement actions to strengthen agenda and report quality controls (e.g., review of report Compliance Schedule).
- Improve meeting transparency practices (e.g., ensure timely publication of agendas/minutes; improve clarity of resolutions; provide a short post-meeting decisions summary).
- Provide refresher training for elected members on meeting procedures, conflicts of interest, information requests, and expected conduct (potentially with LGNZ support).

- Introduce routine “governance health” reporting to Council or Te Miromiro Committee (e.g., number of Elected Member Code of Conduct matters raised/closed, training completed, timeliness of minutes, use of standing orders, and any identified process improvements).

Implementation steps:

1. Chief Executive prepares a programme plan
2. Chief Executive identifies focus on a prioritised basis
3. Implement changes (including communications and process updates)
4. Chief Executive provide quarterly progress reporting and bring any material changes back to Council for direction.

Benefits: Can be implemented quickly; reinforces consistent practice; improves community understanding; low-to-moderate cost depending on scope.

Considerations: Internal measures may be perceived as less independent; requires sustained discipline to maintain improvements; would be based on existing knowledge and does not include an external lens.

Indicative timeframe: Immediate commencement following Council direction. Prioritised plan developed with quick wins actioned within 2–6 weeks. Quarterly reporting thereafter.

Indicative cost: Low-to-moderate cost (up to low tens of thousands of dollars indicative), depending on the level of external support required.

Assumptions / basis: Most work could be delivered in-house (e.g., Democracy Services / Legal / Communications), with optional, limited external support for items such as editing/design and governance training. This does however divert existing internal resourcing away from BAU and other priorities. Costs would be confirmed once Council confirms scope, delivery approach and timing. If Council chooses a larger communications campaign, extensive facilitation, or multiple training modules, costs may increase.

Option d: Request external governance support / facilitation

What it is: Option 4 is to use targeted external governance support and/or independent facilitation to strengthen how Council and the organisation work together, and to support consistent, best-practice governance behaviours, for the purpose of improving role clarity, reducing escalation of issues, and supporting effective, respectful governance conduct.

For example, external governance support / facilitation may be used

- To provide mediated facilitation focused on agreeing practical approaches to how information is shared publicly (including what is proactively published), acceptable elected member behaviours and expectations, “how we will work together” protocols (e.g., meeting behaviours, respectful debate norms, process for raising and resolving concerns, and expectations around information requests) and good practice use of information-request processes, to support better governance outcomes.
- To run a structured workshop (or series) to reaffirm governance–management roles and boundaries (e.g., where discussion in formal meetings is drifting into operational detail, or where there is uncertainty about delegations and decision rights).
- To support Council/Committee Chairs with meeting stewardship coaching (e.g., advice on agenda structure, managing high-conflict topics, applying standing orders consistently, and de-escalation techniques).
- To provide targeted governance advisory support on specific improvements (e.g., develop standing orders guidance notes).

The decision to use external support (including the scope, provider, and duration) would be made by the Chief Executive upon any recommendation received by the Mayor and/or Chair(s) with any

unbudgeted expenditure or engagement outside delegated authority brought to Council for approval and otherwise reported back to Council through the appropriate governance channel. This support could be delivered through Local Government New Zealand, or other specialist providers, depending on the nature of the support required.

Benefits: Supports capability and relationship-building; can prevent issues from escalating; aligns with sector best practice.

Considerations: Effectiveness depends on participation and follow-through; may not be sufficient alone where the community is seeking independent assurance; resourcing would need to be confirmed as part of any agreed scope.

Implementation steps:

1. Chief Executive considers the recommendation from the Mayor/Chair(s)
2. If in agreement, the Chief Executive develops the purpose, scope and desired outcomes
3. Terms of reference are confirmed, and a suitable provider is engaged.
4. Facilitation/support sessions are delivered and agreed actions are documented.
5. Outcomes and any agreed changes are implemented and reported back to Council through the appropriate governance channel.

Indicative timeframe: 2–4 weeks to confirm support approach and schedule sessions. Delivery typically over 4–10 weeks depending on availability and the number of workshops/sessions required.

Indicative cost: Low-to-moderate (up to low tens of thousands of dollars external cost), depending on the provider, duration and the number of sessions required.

Assumptions / basis: Cost will vary depending on the nature of support (facilitation, coaching, targeted advice), the number and length of sessions, and any travel. Costs would be confirmed through engagement/procurement once scope and provider are agreed.

Option e: Publish a Governance Assurance and Transparency Dashboard (public reporting)

What it is: A simple, public-facing set of measures and regular updates that explain how FNDC is meeting key governance obligations and improving transparency over time, for the purpose of making governance performance visible and trackable for the community.

How it would work: Council agrees a small set of indicators and commitments, and staff publish a short update on a regular cycle (e.g., monthly or after each Council meeting). The dashboard would link to existing public information (agendas, minutes, livestreams) and be supported by a short plain-language FAQ.

Possible measures (examples): timeliness of agendas and minutes; publication of decisions summaries; number of elected member governance training sessions completed; conflicts of interest declarations recorded; progress against agreed governance improvement actions; and any independent assurance actions underway (e.g., review/observer status).

Deliverables: A public dashboard page (or regular public update), a one-page plain-language “how governance works” snapshot, and a short FAQ that is kept current.

Benefits: Improves transparency in a practical way; helps the public find information quickly; demonstrates progress over time; complements any independent assurance work.

Considerations: Requires ongoing maintenance and clear ownership; measures should be meaningful but not create unnecessary reporting burden; care is needed to avoid publishing confidential information; would take existing internal resourcing away from BAU priorities.

Implementation steps:

1. Council agrees the purpose, measures and reporting cycle for the dashboard.

2. Staff define data sources and draft the dashboard and FAQ (including privacy/confidentiality checks).
3. Publish the first dashboard update and communicate where the public can find it.
4. Maintain the agreed update cycle and review measures after an initial period (e.g., 3 months) to refine as needed.

Indicative timeframe: 10 weeks to design the measures, draft the FAQ, and publish the first update. Ongoing updates then follow the agreed cycle (e.g., monthly).

Indicative timeframe: Approximately 10–12 weeks to design measures, draft content/FAQ and publish the first update. Ongoing updates would then follow the cycle agreed by Council (e.g., monthly or after each Council meeting).

Indicative cost: Low external cost to establish the dashboard, with ongoing updates expected to be delivered largely in-house.

Assumptions / basis: Estimate assumes the dashboard is delivered using existing FNDC web/content platforms and primarily links to information that is already publicly available (agendas, minutes, livestreams, decision summaries). External support (if used) would be limited and focused on set-up and presentation. Any additional cost would be driven by new data collection/automation requirements or an expanded communications approach.

Option f: Maintain current arrangements

What it is: Council decides not to introduce any additional governance assurance or transparency measures beyond existing statutory obligations and current practice, and continues to monitor and respond to issues as they arise through business-as-usual processes.

Benefits: No additional cost; no additional staff time or procurement activity; avoids potential disruption to existing governance processes; maintains focus on current work programme.

Considerations: May not address current levels of public concern or provide visible assurance sought by the community; risk that concerns continue to escalate (including ongoing correspondence to the Minister) and impact public confidence; reduces opportunity to proactively identify and strengthen governance practices; may be perceived as a lack of responsiveness to issues raised.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Selecting a package of independent assurance and transparency measures provides a proportionate response to community concerns while recognising the Minister's view that FNDC is currently discharging its functions appropriately. A combination of near-term actions (independent observer and transparency enhancements) and a timebound independent review will help demonstrate that Council is committed to continuous improvement, fair process, and accountable decision-making. However, legislation does not necessitate any further action by Council, and Council is not required to adopt any of the options outlined in this report.

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

Costs will depend on the scope and duration of any independent assurance work and the procurement approach. Some options can be delivered largely within existing resources; others may require external specialist support. If Council directs work that is not provided for within existing budgets or delegated authority, a further report would be brought back to Council to confirm scope, procurement approach and budget prior to commitment.

ĀPITIHANGA / ATTACHMENTS

1. **090426 Letter to Mayor Moko Tepania - A5735703** [↓](#) 
2. **Letter to Minister Watts 13 April 2026 - A5735704** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	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.	Legislation: Local Government Act 2002. Relevant internal policies/processes: Standing Orders; Delegations Register; Elected Member Code of Conduct; conflict-of-interest processes; information release/privacy procedures.
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.	District-wide relevance (governance assurance arrangements apply across the whole Council). Community Boards have not been separately consulted for this governance decision.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	This report does not propose decisions in relation to land or a body of water. The options are intended to strengthen fair, transparent decision-making and support Te Tiriti principles through improved governance processes, accountability and trust.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Interested/affected parties include the community and ratepayers, elected members, Council staff, and central government stakeholders (including the Minister of Local Government). Views have been considered through recent public commentary and correspondence, including letters between the Minister and the Mayor.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications vary by option. Options 1–2 involve external costs (indicatively in the low to tens of thousands of dollars, plus GST), subject to scope and procurement. Options 3–5 are expected to be largely delivered in-house, with low-to-moderate external support if required. If funding cannot be found within

	existing budgets/delegations, a further report will be required to allocate budget prior to services being engaged.
Chief Financial Officer review.	Pending CFO review (costs subject to scope, procurement and budget confirmation).

Hon Simon Watts

Minister of Climate Change
Minister for Energy
Minister of Local Government
Minister of Revenue



COR2218

9 April 2026

Mayor Moko Tepania
Kahika – Far North District Council
By Email: mayor@fndc.govt.nz

Dear Mayor Tepania

I am writing to inform you that I have received requests for Ministerial intervention in the Far North District Council. These requests are based on concerns about the governance environment within the Far North District Council and the ability of elected members to participate in Council matters.

As the Minister of Local Government, I expect all mayors and councillors across New Zealand, including at the Far North District Council, to collaborate effectively and deliver for their communities.

Part 10 of the Local Government Act 2002 (the Act) lays out the powers I have available as Minister of Local Government in relation to local authorities. These can be used if a local authority is experiencing a “significant problem” relating to its management, governance, or delivery of functions and duties, and is either unwilling or unable to resolve it.

These intervention powers are reserved for circumstances where there is evidence of significant governance, financial, or performance failure at an organisational level. These statutory powers are not designed to address or manage individual disputes between council members.

My understanding remains that the council is discharging its functions under the Act. I am satisfied that the council is conducting its governance appropriately and any disagreements between council members can be managed through its governance processes.

Yours sincerely

A handwritten signature in blue ink that reads "Simon".

Hon Simon Watts
Minister of Local Government



Te Tari o te Kahika o Te Hiku o te Ika
Office of the Mayor of the Far North
Mayor Moko Tepania | mayor@fndc.govt.nz

Ōtāne o Tūmā | 13 April 2026

Hon Simon Watts, Minister of Local Government
Private Bag 18041
Parliament Buildings
Wellington 6160

By email: S.Watts@ministers.govt.nz cc: Jenny.Chang@parliament.govt.nz

Tēnā koe Minister Watts,

Re: Far North District Council - Governance Concerns

Thank you for your letter from 9 April 2026 regarding requests you have received for Ministerial intervention in the Far North District Council.

I acknowledge and appreciate your attention pertaining to the matters raised, and your clarity regarding the intent and threshold for the intervention powers available under Part 10 of the Local Government Act 2002.

While I am confident in the robustness of our governance processes, I also recognise the importance of transparency and ongoing assurance in maintaining public confidence.

On that basis, the Council will be considering a range of options, including the potential commissioning of an independent report and/or the appointment of an independent observer at the next available Council meeting.

In parallel, Council has also engaged with Local Government New Zealand for sector advice and support. As this work progresses, Council is committed to working with you and the Department of Internal Affairs. Please feel free to contact myself and/or our organisation at any point if you have any questions.

Ngā mihi,

Moko Tepania
Mayor, Far North District Council

Far North District Council | Private Bag 752, Kaikohe 0440 | 0800 920 029 | www.fndc.govt.nz

7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

7.1 UPDATE ON COUNCIL CLOSED LANDFILLS

File Number: A5677651

Author: Gaynor Muller, Waste Minimisation & Sustainability Specialist

Authoriser: Hilary Sumpter, Group Manager - Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide Council with a high-level overview of closed landfills within the district, including Council's ongoing responsibilities, why monitoring and maintenance is required, and a summary of current activity across Council-managed closed landfill sites.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

This information report provides a closed landfills overview to support the understanding of Council's responsibilities for these sites. The report:

- Confirms the number of closed landfill sites managed by Council
- Outlines why monitoring and maintenance of closed landfills remains important, noting changes in regulatory expectations over time
- Explains what leachate and landfill gas is and why it requires long-term management
- Notes considerations relating to development on closed landfill sites
- Provides a brief update on the current status of each closed landfill
- Confirms alignment with the FNDC Waste Management and Minimisation Plan (WMMP)
- Confirms that provision for closed landfill monitoring has been included in the 2026/27 Annual Budget

TŪTOHUNGA / RECOMMENDATION

That the Council receive the report Update on Council Closed Landfills.

TĀHUHU KŌRERO / BACKGROUND

Far North District Council manages five consented closed landfill sites across the district:

- Russell
- Ahipara
- Whangae
- Tōtara North
- Kaikohe

Although these sites no longer accept waste, they continue to require long-term oversight due to the ongoing breakdown of historic waste and the potential for environmental effects. Many of these landfills were established prior to modern environmental standards and were not designed with the containment, lining, and monitoring systems expected today.

Closed landfills are therefore managed as legacy sites, with a focus on monitoring, maintenance, and risk management rather than active waste disposal.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Why monitoring and maintaining closed landfills matters

Closed landfills are not static sites. Over time:

- Waste settles
- Caps and vegetation degrade
- Drainage and leachate systems can block or fail
- Weather events and land use can alter site conditions

Ongoing monitoring and maintenance allows Council to:

- Identify issues early before they escalate
- Demonstrate compliance with resource consent conditions
- Protect sensitive receiving environments
- Meet regulatory expectations and good practice standards

Regulatory oversight of closed landfills has become significantly more robust over time. National guidance, including the Ministry for the Environment's [Guide for the Management of Closing and Closed Landfills](#), sets clear expectations for long-term monitoring, maintenance, and adaptive management of legacy landfill sites.

What is leachate and why is it important to manage?

Leachate is liquid that forms when rainwater passes through waste material and absorbs contaminants. Leachate generation can continue for decades after a landfill has closed.

If not appropriately managed, leachate can:

- Enter groundwater, streams, wetlands, or coastal environments
- Affect water quality and ecosystems
- Create compliance, environmental, and reputational risks for Council

Managing leachate is therefore a core component of closed landfill aftercare.

Landfill gas and why is it important to manage?

As waste breaks down within a landfill, it generates harmful landfill gasses, primarily methane and carbon dioxide. Gas generation can continue for many years after a landfill has closed, particularly where organic waste is present.

Landfill gas is important to manage because:

- Methane is flammable and can pose safety risks if it accumulates in confined spaces
- Carbon dioxide can displace oxygen and present health risks in enclosed areas
- Gas can migrate through soil or services if not adequately managed

Not all closed landfills generate landfill gas at levels that require active management, and to date, no issues have been identified at our closed landfill sites. The level of risk varies depending on factors such as landfill size and age, waste composition, cap condition, and surrounding land uses. Accordingly, landfill gas is typically managed using a risk-based, site-specific approach, informed by national guidance and supported by technical assessment where required.

Development on closed landfill sites

Development on closed landfill sites is not automatically prohibited, but it is assessed on a case-by-case basis. Considerations typically include:

- The age and size of the landfill
- The type and condition of the landfill cap
- Settlement and stability risks
- Potential landfill gas generation and migration
- Leachate and stormwater management

- Sensitivity of surrounding land uses

National guidance and industry practice emphasise a risk-based approach, where any development must be supported by appropriate technical assessment and mitigation measures. In many cases, land use on closed landfills is limited to low-intensity activities unless further investigation demonstrates that development can occur safely and without increasing environmental risk.

Closed landfill site updates

Russell Landfill

The Russell landfill is a long-closed legacy site that has been capped to varying degrees over time and is now well vegetated. Given the age of the landfill and the extent of natural overgrowth, officers have reflected on whether the significant cost of full engineered capping remains necessary or proportionate.

As a result, officers have sought to better understand whether existing site conditions may already be reducing environmental risk, and what level of intervention may realistically be required in the future. To support this, Pattle Delamore Partners have been asked to outline what information and investigations would be required to answer these questions and address current uncertainties. This approach is intended to ensure Council undertakes appropriate due diligence and is well positioned to make informed, evidence-based decisions about capping the landfill.

Separately, during the installation of telemetry equipment at the Russell landfill, it was identified that the existing flow meter was faulty. Given the immediate nature of this issue, appropriate personnel were engaged to investigate and resolve the problem. Inspection works identified that the pump, flow meter, and approximately 90 metres of outlet pipe were in poor condition and partially blocked with silt and debris.

The pump and flow meter have since been serviced and are now operating as intended. The outlet pipe has been cleared sufficiently to restore flow in the short term, with results already evident through correctly reporting data now appearing in the Harvest telemetry system. Importantly, wastewater is no longer spilling from the holding tank into the adjacent wetland and is now flowing to the wastewater treatment plant as originally designed.

Officers have been advised that the 90-metre section of outlet pipe conveying wastewater from the pump to the treatment plant will require replacement. If no further action is taken, it is likely that the pipe will block again within the next 4–8 weeks, and continued operation under these conditions may result in pump failure. Officers are yet to receive the costings for the replacement of the outlet pipe.

Ahipara Closed Landfill

The Ahipara Landfill is a closed municipal landfill located on Sandhills Road, approximately 1 km inland from the Tasman Sea, situated within a former dune system on privately owned farmland. The site includes both lined and unlined landfill areas and has an established leachate collection system within the lined portion.

Following concerns raised in 2025 regarding potential leachate seepage and surface water quality, Far North District Council engaged NZ Environmental Management to undertake investigations to better understand site conditions and potential environmental effects. Initial findings identified leachate-impacted seepage in some areas and uncertainties around the performance of the leachate collection system.

Subsequent compliance monitoring undertaken by Northland Regional Council in February 2026 confirmed that the site was compliant with the relevant resource consent conditions at the time of inspection.

Ongoing operational matters remain under investigation. In particular, work is scheduled to investigate and diagnose issues with the telemetry equipment associated with the leachate pump, as data is not currently being reliably captured. This work will focus on identifying issues associated with the leachate pump system.

Whangae Closed Landfill

The Whangae Closed Landfill is a former refuse landfill located near Opua Road, with discharges

managed under a resource consent held by Far North District Council. The site operates under resource consent AUT.002918 (01, 02), which authorises the discharge of residual leachate to water and landfill gas to air, and includes requirements for capping, surface water management, and ongoing environmental monitoring. The consent is current and expires in March 2044.

During the 2025 six-monthly compliance inspection, Northland Regional Council identified a low-risk non-compliance relating to difficulty accessing the upstream surface water monitoring location due to overgrown vegetation. All other consent conditions, including water quality and air discharge requirements, were assessed as compliant.

The access issue has since been addressed through vegetation maintenance.

Tōtara North Closed Landfill

The Tōtara North Closed Landfill (TNCL) is a former municipal landfill located on the Whangaroa Harbour in Northland. The site is understood to have received domestic and municipal waste from the 1970s through to the 1990s and has been closed for approximately 30 years.

Far North District Council currently holds a resource consent (AUT.001824.01.01) for stormwater and leachate discharges from the site, which is due to expire in October 2026. The Infrastructure Resource Consent team is progressing work to renew this consent with Northland Regional Council. A technical assessment has been requested to inform the consent renewal process and support ongoing management of the closed landfill.

Kaikohe Closed Landfill

The Kaikohe Closed Landfill, located at Lindvart Park, is one of Council’s more significant legacy landfill sites due to its size, age, and proximity to surrounding recreational, commercial, and residential land uses. The landfill operated from the 1950s until its closure in the late 1990s and was developed prior to modern landfill engineering standards. As a result, the site requires ongoing aftercare and long-term management.

The site is subject to current resource consents authorising the discharge of leachate to land and contaminants (landfill gas) to air, with consent conditions requiring ongoing monitoring, maintenance, and implementation of management plans. In response to these requirements, a Landfill Gas Management Plan has been prepared by NZ Environmental Management and submitted to Northland Regional Council. The plan identifies the potential for ongoing landfill gas generation, particularly carbon dioxide, and sets out a risk-based monitoring and management framework to protect public health and ensure compliance with consent conditions.

While the landfill has been closed for many years, waste decomposition and settlement are ongoing processes, and the site continues to generate both leachate and landfill gas. Monitoring and maintenance activities therefore remain necessary to manage environmental risk, particularly given the presence of buildings and public recreational use within the wider Lindvart Park area.

• Closed Landfill	• Consent Expiry Date
• Russell landfill	• 30-Jun-28
• Whangae closed landfill	• 31-Mar-44
• Tōtara North closed landfill	• 31-Oct-26
• Ahipara closed landfill	• 31-Aug-30
• Kaikohe closed landfill	• 31-Oct-60

Alignment with the FNDC Waste Management and Minimisation Plan (WMMP)

Management of closed landfills aligns with Section D of the FNDC Waste Management and Minimisation Plan, particularly actions focused on assessing environmental risks associated with historic waste sites, monitoring emissions from FNDC-managed waste activities, and understanding

the exposure of closed landfill sites to natural hazards. Ongoing monitoring, technical assessments, and maintenance activities support Council's responsibility to manage these legacy sites in a way that protects the environment, public health, and future generations.

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

Provision for closed landfill monitoring and associated maintenance has been included in the 2026/27 Annual Budget. This funding supports routine monitoring, inspections, and minor maintenance activities required to meet consent conditions and manage risk across Council's closed landfill portfolio.

ĀPITIHINGA / ATTACHMENTS

Nil

7.2 COMMUNITY BOARD MINUTES

File Number: A5729556

Author: Imrie Dunn, Democracy Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

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

TŪTOHUNGA / RECOMMENDATION

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

- a) Te Hiku Community Board Meeting held 7 April 2026;
- b) Kaikohe-Hokianga Community Board Meeting held 8 April 2026;
- c) Bay of Islands-Whangaroa Community Board Meeting held 9 April 2026.

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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

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

There are no financial implications or need for budget provision in considering this report.

ĀPITIHINGA / ATTACHMENTS

1. 2026-04-07 Te Hiku Community Board Minutes - A5666143 [↓](#) 
2. 2026-04-08 Kaikohe-Hokianga Community Board Minutes - A5665849 [↓](#) 
3. 2026-04-09 Bay of Islands-Whangaroa Community Board Minutes - A5668568 [↓](#) 

**MINUTES OF
TE HIKU COMMUNITY BOARD MEETING
HELD AT THE CONFERENCE ROOM - TE AHU, CNR STATE HIGHWAY 1 AND MATHEWS
AVENUE, KAITAIA
ON TUESDAY, 7 APRIL 2026 AT 10:00 AM**

PRESENT: Chairperson William (Bill) Subritzky, Deputy Chairperson Trevor Beatson, Member Adele Gardner, Member Mike Te Wake, Member Krystal-Rose Taaffe, Member Eddie Bellas, Member Hilda Halkyard-Harawira, Member Rachel Baucke

IN ATTENDANCE: Kohepū Chicky Rudkin, Cr Felicity Foy

STAFF PRESENT: Beverly Mitchell (Community Board Coordinator), Tui Mokaraka (Team Leader-Water Services), Alistair Clarke (Waters-Technical Officer), Natasha Rmandic (Democracy Advisor), Kathryn Trewin (Funding Advisor), Shanay Howard (Intermediate Infrastructure Planner), James Knight-Wagener (District Facilities Design Officer), Tayarni McGee-Rivington (Project Manager).

1 KARAKIA TIMATANGA / OPENING PRAYER

Meeting opened by karakia from Deputy Chairperson Trevor Bearson.

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

2a APOLOGIES AND CONFLICTS OF INTEREST

RESOLUTION 2026/19

Moved: Chairperson William (Bill) Subritzky
Seconded: Deputy Chairperson Trevor Beatson

That Te Hiku Community Board:

- **Acknowledge apology from Member Eddie Bellas, and**
- **Conflict of interest declared by Cr Halkyard Harawira.**

CARRIED

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

- Peter Wiessing – Northland Regional Council
- Sarah Hammond – Mangonui Netball Association

4 NGĀ TONO KŌRERO / DEPUTATIONS

None

5 NGĀ KAIKŌRERO / SPEAKERS

- Michel Morris representing Ahipara Coastal Patrol
- Hone Harawira representing MESH

At 10:16 am, Member Eddie Bellas returned to the meeting.

6 NGĀ PŪRONGO / REPORTS**6.1 RE-ESTABLISHMENT OF TE HIKU LAND DRAINAGE COMMITTEES**

Agenda item 6.1 document number A5658256, pages 125 - 128 refers

RESOLUTION 2026/20

Moved: Chairperson William (Bill) Subritzky

Seconded: Member Adele Gardner

That Te Hiku Community Board:

- b) Appoint the following members to the Kaitāia Drainage Area Committee:**
- i. Fiona King**
 - ii. Joe King**
 - iii. Mike Masters**
 - iv. Greg Yuretich**
 - v. Dennis Chapman**
 - vi. Member Adele Gardner as Te Hiku Community Board representative.**
 - vii. Deputy Chairperson Trevor Beatson as Te Hiku Community Board representative.**
- c) Appoint the following members to the Motutangi Drainage Area Committee:**
- viii. Jeremy White**
 - ix. Paul Harvey**
 - x. Member Adele Gardner as Te Hiku Community Board representative.**
- d) Appoint the following members to the Kaikino and Waiharara Drainage Area Committee:**
- xi. Fiona King**
 - xii. Aaron Bainbridge**
 - xiii. Dean Radojkovic**
 - xiv. Adriene Bartlett**
 - xv. Fred Petricevich**
 - xvii. Member Adele Gardner as Te Hiku Community Board representative.**
- e) Agree that meetings of these Committees be held on 20 April 2026 and 20 August 2026 at a venue to confirmed.**
- f) Iwi representatives to be notified and given opportunity to have representation on all 3 Committees.**

CARRIED

6.2 REVISING THE KAITAIA ALCOHOL CONTROL AREA

Agenda item 6.2 document number A5585884, pages 80 - 86 refers

RESOLUTION 2026/21

Moved: Chairperson William (Bill) Subritzky

Seconded: Deputy Chairperson Trevor Beatson

That Te Hiku Community Board, under section 147b of the Local Government Act 2002, recommends that Council by resolution:

- a) **Amends the current permanent Alcohol Control Area in Kaitāia, to include locations listed in the body of the report, that will continue to apply 24 hours a day, 7 days a week, all year round.**

CARRIED**6.3 NEW LOCATION WHATUWHIWHI CAMPERVAN DUMP STATION**

Agenda item 6.3 document number A5604261, pages 62 - 70 refers

RESOLUTION 2026/22

Moved: Chairperson William (Bill) Subritzky

Seconded: Member Krystal-Rose Taaffe

That the Te Hiku Community Board approves the proposed relocation of the public campervan dump within the Local Purpose Reserve from 16 Matai Bay Road to 28 Matai Bay Road, adjacent to the existing public toilets.

Note: typing error, should read 28 to 16 Matai Bay Road.

AMENDMENT

Moved: Member Adele Gardner

Seconded: Member Hilda Halkyard-Harawira

That the Te Hiku Community Board leaves item 7.2 New Location Whatuwhihi to lie until further consultations are carried out.

The amendment became substantive motion:

RESOLUTION 2026/23

Moved: Member Adele Gardner

Seconded: Member Hilda Halkyard-Harawira

That the Te Hiku Community Board leaves item 7.2 New Location Whatuwhihi to lie until further consultations are carried out.

CARRIED

At 10:01 am, Member Eddie Bellas left the meeting.

6.4 AMENITY LIGHTING

Agenda item 6.4 document number A5585715, pages 71 - 73 refers

RESOLUTION 2026/24

Moved: Chairperson William (Bill) Subritzky

Seconded: Deputy Chairperson Trevor Beatson

That Te Hiku Community Board;

- **Approve the installation of amenity lighting at the Karikari Recreation Hub Multi-Courts as identified in Te Hiku Community Board 25/28 strategic plan.**
- **And recommend Māori Pt, Mangōnui and Jaycee / Centennial Park for further investigation to become the third amenity lighting location.**

CARRIED

Note: that Māori names be added to signs as well.

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A5645266, pages 8 - 9 refers

RESOLUTION 2026/25

Moved: Chairperson William (Bill) Subritzky

Seconded: Member Mike Te Wake

That Te Hiku Community Board confirm the minutes of the meeting held 10 March 2026 to be a true and correct record.

CARRIED

6.5 KAITAIA BUSINESS ASSOCIATION ANNUAL REPORT, ANNUAL FINANCIAL REPORT, ANNUAL PLAN AND CHAIRPERSON REPORT

Agenda item 6.5 document number A5597487, pages 14 - 17 refers

In Favour: Crs William (Bill) Subritzky, Trevor Beatson, Adele Gardner, Mike Te Wake, Krystal-Rose Taaffe and Rachel Baucke

Against: Nil

Abstained: Cr Hilda Halkyard-Harawira

That Te Hiku Community Board:

- a) **Approves the release of \$50,000 (GST exclusive) to the Kaitaia Business Association for the 2025-2026 financial year to fund their Annual Plan.**

CARRIED

6.6 WINTER 2026 RURAL TRAVEL FUNDING APPLICATIONS

Agenda item 6.6 document number A5642747, pages 129 - 131 refers

Utouhunga / Recommendation
In Favour: Crs William (Bill) Subritzky, Trevor Beatson, Adele Gardner, Mike Te Wake, Krystal-Rose Taaffe and Rachel Baucke

Against: Nil

Abstained: Cr Hilda Halkyard-Harawira

That Te Hiku Community Board allocates Rural Travel Grant funding in accordance with the recommendations received from Sport Northland as follows:

a) 408 Community Trust	\$290
b) Kaitaia Rugby Club	\$890
c) Kaitaia United AFC	\$375
d) Phoenix Netball	\$445
e) Taipa Area School	\$270
f) Te Hapua Sports and Recreation Club	\$200
g) Te Kura Kaupapa Māori o Te Rangi Aniwaniwa	\$370
h) Te Rarawa Football Club	\$260
TOTAL:	\$3,100

CARRIED

6.7 HEREKINO REFUSE TRANSFER STATION IMPROVEMENTS AND APPROVED COLLECTION POINT REMOVALS

Agenda item 6.7 document number A5657248, pages 87 - 92 refers

RESOLUTION 2026/26

Moved: Chairperson William (Bill) Subritzky

Seconded: Deputy Chairperson Trevor Beatson

That the Te Hiku Community Board:

- a) Approves the implementation of the Herekino Refuse Transfer Station improvement project as outlined in this report; and
- b) Approves the commencement of a formal process to remove approved collection points within the Te Hiku Ward where persistent illegal dumping is occurring.

CARRIED

Note: Staff to clarify if Panguru is in fact Pawarenga Corner.

6.8 FUNDING APPLICATIONS

RESOLUTION 2026/27

Moved: Member Mike Te Wake
 Seconded: Deputy Chairperson Trevor Beatson

- a) **That Te Hiku Community Board approve the sum of \$5,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Ahipara Coastal Patrol Inc for costs towards summer 2026/27 patrol petrol costs.**

CARRIED

6.8 FUNDING APPLICATIONS

Agenda item 6.8 document number A5642723, pages 133 - 135 refers

RESOLUTION 2026/28

Moved: Member Mike Te Wake
 Seconded: Member Adele Gardner

In Favour: Crs William (Bill) Subritzky, Trevor Beatson, Adele Gardner, Mike Te Wake, Krystal-Rose Taaffe and Rachel Baucke

Against: Nil

Abstained: Cr Hilda Halkyard-Harawira

- b) **That Te Hiku Community Board approve the sum of \$13,413 (plus GST if applicable) be paid from the Board's Pride of Place Fund account to Muriwhenua Education and Sports Hub for costs towards Punaora mezzanine and entrance.**

CARRIED

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

Agenda item 7.1 document number A5643309, pages 159 - 159 refers

RESOLUTION 2026/29

Moved: Chairperson William (Bill) Subritzky
 Seconded: Member Adele Gardner

That Te Hiku Community Board note the April 2026 member reports from Chair Bill Subritzky and members: Adele Gardner, Eddie Bellas, Krystal-Rose Taaffe, Mike Te Wake, and Trevor Beatson

CARRIED

7.2 THCB OPEN RESOLUTIONS REPORT

Agenda item 7.2 document number A5646517, pages 169 - 169 refers

RESOLUTION 2026/30

Moved: Chairperson William (Bill) Subritzky

Seconded: Member Hilda Halkyard-Harawira

That Te Hiku Community Board receive the report THCB Open Resolutions Report for March 2026.

CARRIED

9 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 1.20pm with karakia from Member Mike Te Wake.

The minutes of this meeting will be confirmed at the Te Hiku Community Board Meeting held on 4 May 2026.

.....
CHAIRPERSON

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

8 April 2026

**MINUTES OF
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON WEDNESDAY, 8 APRIL 2026 AT 10:03 AM**

PRESENT: Chairperson Jessie McVeagh, Deputy Chairperson Scarlet Mocaraka, Member Arohanui Allen, Member Eddie Court, Member Denis Orme, Member Doug Te Wake, Member Kelly van Gaalen

STAFF PRESENT: Kathryn Trewin – Funding Advisor , Melissa Wood – Community Board Coordinator, Peggy Veen – Principal Advisor, Estee Rapatini – Senior Technical Officer, Nicola Griffin – Senior Communications & Engagement Advisor, Rhonda-May Whiu – Democracy Advisor

1 KARAKIA TIMATANGA / OPENING PRAYER

Member Doug Te Wake opened the meeting with a Karakia.

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

Member Denis Orme declared a conflict of interest in relation to agenda item 7.5d – Picnic Shade Sails funding application.

Note: Deputy Chair Scarlet Mocaraka will be attending virtually and apologies received for Kohepu - Deputy Mayor Chicky Rudkin and Councillor John Vujcich.

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

There were no speakers for public forum.

4 NGĀ TONO KŌRERO / DEPUTATIONS

Sandra Mutu representing Utakura, Horeke, Motukiore Community Trust regarding footpath concerns on Horeke road (Photo provided A5674731)

At 10:12 am, Deputy Chairperson Scarlet Mocaraka joined the meeting.

Moana Tuwhare representing Te Rūnanga-Ā-Iwi-Ō-Ngāpuhi to provide an overview of the Kaikohe Kaiwhiringa (Town Activator) initiative and invited Kaikohe-Hokianga Community Board to appoint a member to sit on the Kaikohe Kaiwhiringa (Town Activator) initiative Project Board.

5 NGĀ KAIKŌRERO / SPEAKERS

Funding Applicants:

- Maryann Connor and Hayley Paul representing Paua Trust. Item 7.5 c) refers. Posters provided A5674732.
- Bronwyn Harvey via video conference representing NZ Plunket Trust. Item 7.5 b) refers.
- Denis Orme. 7.5 d) refers.

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

8 April 2026

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A5632920, pages 10 - 11 refers.

RESOLUTION 2026/18

Moved: Member Doug Te Wake

Seconded: Member Denis Orme

That the Kaikohe-Hokianga Community Board confirm the minutes of the meeting held 11 March 2026 to be a true and correct record.

CARRIED

7 NGĀ PŪRONGO / REPORTS

7.2 REMOVAL OF TREES FROM 1 TAHEKE ROAD RESERVE, KAIKOHE

Agenda item 7.2 document number A5638255, pages 21 - 26 refers.

RESOLUTION 2026/19

Moved: Chairperson Jessie McVeagh

Seconded: Member Kelly van Gaalen

That the Kaikohe-Hokianga Community Board approve the removal of five healthy Poplar trees located within road reserve adjoining 1 Taheke Road, Kaikohe

CARRIED

7.3 PROJECT FUNDING REPORTS

Agenda item 7.3 document number A5643786, pages 34 - 35 refers.

RESOLUTION 2026/20

Moved: Member Doug Te Wake

Seconded: Member Kelly van Gaalen

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

- a) **Nopera Pikari**
- b) **Hokianga Community Education Trust – Website Project**

CARRIED

7.4 WINTER 2026 RURAL TRAVEL FUNDING APPLICATIONS

Agenda item 7.4 document number A5642762, pages 40 - 43 refers.

RESOLUTION 2026/21

Moved: Member Kelly van Gaalen

Seconded: Chairperson Jessie McVeagh

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Kaikohe-Hokianga Community Board Meeting Minutes

8 April 2026

That Kaikohe-Hokianga Community Board allocates Rural Travel Grant funding in accordance with the recommendations received from Sport Northland as follows:

- a) Bay of Islands Hockey Association \$1,597
 - b) Dynasty Netball Team \$100
 - c) Hokianga Sports Club \$663
 - d) Opononi JMB \$414
- TOTAL \$2,774**

CARRIED

The meeting was adjourned from 10.57 am to 12.10 pm.

At 10.57 am, Deputy Chairperson Scarlet Mocaraka left the meeting.

At 12.10 pm, Member Arohanui Allen had left the meeting.

7.5 FUNDING APPLICATIONS

Agenda item 7.5 document number A5643669, pages 44 - 47 refers.

RESOLUTION 2026/22

Moved: Chairperson Jessie McVeagh

Seconded: Member Doug Te Wake

That Kaikohe-Hokianga Community Board defer pride of place funding applications

i) Royal New Zealand Plunket Trust – Kaikohe Plunket Playground

ii) Denis Orme - Picnic Shade Sales

to 6 May 2026 to allow all applications to be considered at the same meeting.

Abstained: Member Denis Orme

CARRIED

RESOLUTION 2026/23

Moved: Chairperson Jessie McVeagh

Seconded: Member Denis Orme

- 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 Paua Trust for costs towards Youth Week 2026.**

CARRIED

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Kaikohe-Hokianga Community Board Meeting Minutes

8 April 2026

7.6 CHAIRPERSON AND MEMBERS REPORTS

Agenda item 7.6 document number A5528225, pages 96 - 96 refers.

RESOLUTION 2026/24

Moved: Chairperson Jessie McVeagh
 Seconded: Member Denis Orme

That the Kaikohe-Hokianga Community Board note the March 2026 member report from Chair McVeagh, and Member Orme.

CARRIED

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 TE PUNA O KUPENUKU LEASE UPDATE

Agenda item 8.1 document number A5630931, pages 103 - 105 refers.

RESOLUTION 2026/25

Moved: Chairperson Jessie McVeagh
 Seconded: Member Denis Orme

That the Kaikohe-Hokianga Community Board receive the report Te Puna o Kupenuku Lease Update.

CARRIED

8.2 OPEN RESOLUTIONS AND ACTIONS UPDATE - APRIL 2026

Agenda item 8.2 document number A5632943, pages 106 - 106 refers.

RESOLUTION 2026/26

Moved: Member Doug Te Wake
 Seconded: Member Kelly van Gaalen

That the Kaikohe-Hokianga Community Board receive the report Open Resolutions and Actions Update - April 2026.

CARRIED

Member Arohanui returned to the meeting at 12.22 pm

7.1 KAIKOHE-HOKIANGA TOWN BEAUTIFICATION PRIORITISATION 2025/26

Agenda item 7.1 document number A5636309, pages 17 - 20 refers.

RESOLUTION 2026/27

Moved: Chairperson Jessie McVeagh
 Seconded: Member Kelly van Gaalen

That the Kaikohe-Hokianga Community Board

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Kaikohe-Hokianga Community Board Meeting Minutes

8 April 2026

- | | |
|---|-----------------------|
| <p>a) 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:</p> <p>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.</p> | <p>CARRIED</p> |
|---|-----------------------|

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

Member Doug Te Wake closed the meeting with a Karakia

10 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 12.29 pm.

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 6 May 2026.

.....
CHAIRPERSON

UNCONFIRMED

Bay of Islands-Whangaroa Community Board Meeting Minutes

9 April 2026

**MINUTES OF
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE TURNER CENTRE, 43 COBHAM ROAD, KERIKERI
ON THURSDAY, 9 APRIL 2026 AT 10:12 AM**

PRESENT: Chairperson Belinda Ward, Deputy Tyler Bamber, Member Jo Alexander, Member Korey Atama, Member Roddy Hapati-Pihema, Member Dane Hawker, Member Jane Hindle, Councillor Arohanui Allen, Councillor Ann Court

IN ATTENDANCE: Kahika Mayor Moko Tepania

STAFF PRESENT: Giles Dodson (Senior Strategic Planner – Growth Planning and Placemaking), Hilary Sumpter (Group Manager – Delivery and Operations), Tammy Wooster (Acting Group Manager- Planning and Policy), Tayarni McGee-Rivington (Project Manager - Infrastructure Delivery).

1 KARAKIA TIMATANGA / OPENING PRAYER

At 10:12 am, Member Korey Atama opened the meeting with a karakia.

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

Nil

3 NGĀ TONO KŌRERO / DEPUTATIONS

Tony Davies representing Taupō Bay Community regarding removal of public assets.

Attachments tabled at meeting
1 Taupō Bay Reserve removal of Public Assets Document number A5674539 refers.

Secretarial Note: The Chair advised that a report relating to the Taupō Bay Steps Encroachment was to be considered as a Major Item Not on the Agenda. The item was not included due to the public meeting with the Taupō Bay community being held after the agenda closing deadline, with outcomes informing the report. The matter could not be delayed due to ongoing concerns regarding public safety, beach access, environmental impacts, and the need for timely governance direction.

SUSPENSION OF STANDING ORDERS

RESOLUTION 2026/29
Moved: Chairperson Belinda Ward
Seconded: Deputy Tyler Bamber
That the Bay of Islands-Whangaroa Community Board suspend Standing Order 20.2 Time limits on speakers.

CARRIED

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Bay of Islands-Whangaroa Community Board Meeting Minutes

9 April 2026

RESUMPTION OF STANDING ORDERS

RESOLUTION 2026/30

Moved: Chairperson Belinda Ward

Seconded: Member Jane Hindle

That the Bay of Islands-Whangaroa Community Board resume Standing Order 20.2 Time limits on speakers.

CARRIED

4 NGĀ KAIKŌRERO / SPEAKERS

Shirley May representing agenda item 7.4b Funding Application for Bay of Island Rock Festival.

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

5.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A5634917, pages 8 - 18 refers.

RESOLUTION 2026/31

Moved: Chairperson Belinda Ward

Seconded: Member Jane Hindle

That the Bay of Islands-Whangaroa Community Board confirm the minutes of the meeting held 12 March 2026 as a true and correct record.

CARRIED

6 NGĀ PŪRONGO / REPORTS

6.1 AMENITY LIGHTING

Agenda item 7.2 document number A5585708, pages 44 - 52 refers.

RESOLUTION 2026/32

Moved: Member Dane Hawker

Seconded: Deputy Tyler Bamber

That the Bay of Islands – Whangaroa Community Board

- a) **approve the installation of amenity lighting at Windsor Landing as identified in the Bay of Islands – Whangaroa Community Board 25/28 strategic plan, and**
- b) **recommend Landing Road near the car park entrance for further investigation to become the third amenity lighting location.**

CARRIED

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Bay of Islands-Whangaroa Community Board Meeting Minutes

9 April 2026

6.2 KERIKERI URBAN DESIGN FRAMEWORK AND DESIGN GUIDE PROJECT

Agenda item 7.1 document number A5606428, pages 19 - 43 refers.

RESOLUTION 2026/33

Moved: Member Jo Alexander

Seconded: Member Dane Hawker

That the Bay of Islands-Whangaroa Community Board receives this report, and:

- a) **endorse the recommendation to Te Kūkupa Committee for Strategy Policy and Regulation to narrow the focus of the Kerikeri-Waipapa Urban Design Framework project to Kerikeri alone.**

CARRIED

Abstained: Cr Ann Court

At 11:59 am, meeting adjourned and resumed at 12:16 pm.

At 12:34 pm, Cr Arohanui Allen left the meeting and returned at 12:37 pm.

6.3 WINTER 2026 RURAL TRAVEL FUNDING APPLICATIONS

Agenda item 7.3 document number A5642757, pages 53 - 56 refers.

RESOLUTION 2026/34

Moved: Deputy Tyler Bamber

Seconded: Member Roddy Hapati-Pihema

That Bay of Islands-Whangaroa Community Board allocates Rural Travel Grant funding in accordance with the recommendations received from Sport Northland as follows:

a) Bay of Islands Gymnastics	\$126
b) Kerikeri Football Club	\$1,639
c) Kerikeri High School	\$163
d) Moerewa Tigers Rugby League Club	\$882
e) Otiria Rugby Football and Sports Club	\$170
f) Russell Football Club	\$170
g) The Bubz Netball	\$189
h) Whangaroa College	\$655
TOTAL	\$3,994

CARRIED

Abstained: Cr Ann Court

At 12:48 pm, Councillor Ann Court left the meeting and returned at 12:51 pm.

6.4a FUNDING APPLICATIONS

Agenda item 7.4 document number A5651163, pages 57 - 82 refers.

RESOLUTION 2026/35

Moved: Member Jane Hindle

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Bay of Islands-Whangaroa Community Board Meeting Minutes

9 April 2026

Seconded: Deputy Tyler Bamber

That the Bay of Islands-Whangaroa Community Board leave to lie the report Funding Application for Pest control to request pending quote and further information.

CARRIED

Abstained: Cr Ann Court

6.4b FUNDING APPLICATIONS

Agenda item 7.4 document number A5651163, pages 57 - 82 refers.

RESOLUTION 2026/36

Moved: Member Jo Alexander

Seconded: Member Dane Hawker

That the Bay of Islands-Whangaroa Community Board approve the sum of \$3,560 (plus GST if applicable) be paid from the Board's Community Grant fund account Bay of Islands Country Rock Festival for costs towards 2026 festival.

CARRIED

Abstained: Cr Ann Court

At 1:04 pm, Member Korey Atama left the meeting and returned at 1:08 pm.

6.5 CHAIRPERSON AND MEMBERS REPORTS

Agenda item 7.5 document number A5634931, pages 83 - 92 refers.

RESOLUTION 2026/37

Moved: Chairperson Belinda Ward

Seconded: Deputy Tyler Bamber

That the Bay of Islands-Whangaroa Community Board note the March 2026 member reports from Chair Belinda Ward, Deputy Chair Tyler Bamber, Member Jo Alexander, Member Dane Hawker and Member Jane Hindle.

CARRIED

Secretarial Note: The Community Board Coordinator is to follow up on requests for service (RFS) identified in Member Tyler Bamber's report relating to Waipapa Hall, including the urgent request concerning Opua Town Hall, and to provide an update on outstanding RFS dated between 16 October 2023 and 1 April 2022. It was noted that six RFS raised by Member Jane Hindle remain unresolved. These matters are to be considered as part of a Combined Community Board workshop discussion.

7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

7.1 ALFRESCO DINING APPLICATIONS

Agenda item 8.1 document number A5637940, pages 93 - 102 refers.

RESOLUTION 2026/38

Moved: Chairperson Belinda Ward

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Bay of Islands-Whangaroa Community Board Meeting Minutes

9 April 2026

Seconded: Member Jane Hindle

That the Bay of Island-Whangaroa Community Board:

a) uplift the following Alfresco Dining Applications;

RESOLUTION 2026/39

Moved: Chairperson Belinda Ward

Seconded: Member Jane Hindle

That the Bay of Island-Whangaroa Community Board:

b) approve the following alfresco dining applications, subject to Council's standard terms and conditions:

i) Renewal applications:

1. ALF-103 – Rocksalt Bar and Restaurant, Corner Kerikeri Road and Cobham Road, Kerikeri
2. ALF-102 – Spice Grill, 20 Leigh Street, Kaeo
3. ALF-96 – Burger Fiasko, 60 Kerikeri Road, Kerikeri (Renewal – Change of Ownership)
4. ALF-93 – Seaside Restaurant, 29 The Strand, Russell
5. ALF-65 – Kerikeri Lunchbox, 69 Kerikeri Road, Kerikeri
6. ALF-50 – Sushi Gallery, 2G/60 Kerikeri Road, Kerikeri
7. ALFRES-7 – The Wave Kitchen and Bar, 78 Marsden Road, Paihia
8. ALFRES-5 – Butterfish Restaurant, 25 The Strand, Russell
9. ALFRES-4 – Cellini's Gelateria Ice cream Ltd, 9/68 Marsden Road, Paihia
10. ALFRES-2 – Paihia Bakery, 39 Williams Road, Paihia
11. ALFRES-1 – Third Wheel Coffee Co, 78-94 Marsden Road, Paihia (Renewal – Change of Ownership)

CARRIED

At 1:24 pm, Councillor Arohanui Allen left the meeting and returned at 1:29 pm.

7.2 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD OPEN RESOLUTION REPORT

Agenda item 8.2 document number A5634933, pages 103 - 111 refers.

RESOLUTION 2026/40

Moved: Deputy Tyler Bamber

Seconded: Member Dane Hawker

That the Bay of Islands-Whangaroa Community Board receive the Bay of Islands-Whangaroa Community Board Open Resolution Report.

CARRIED

8.1 MAJOR ITEM NOT ON THE AGENDA

RESOLUTION 2026/41

Moved: Chairperson Belinda Ward

Seconded: Member Jane Hindle

That the Bay of Islands-Whangaroa Community Board:

- a) resolve to consider the item not on the agenda Taupō Bay Steps Encroachment, and**
- b) note the item was not on the agenda because the public meeting with the Taupō Bay community to discuss next steps was held on 31 March 2026, after the agenda**

Page 5

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Bay of Islands-Whangaroa Community Board Meeting Minutes

9 April 2026

<p>closing deadline; and</p> <p>c) note the report cannot be delayed because there are ongoing concerns regarding public safety, access to Taupō Bay beach, and impacts on the dune environment, and there is a clear request from the community for timely governance direction.</p>
CARRIED
Attachments tabled at meeting
1 Major Item not on the Agenda- Taupō Bay Steps Encroachment Objective number A5672741 refers

8.2 RESOLUTION TO READMIT THE PUBLIC

<p>RESOLUTION 2026/42</p> <p>Moved: Chairperson Belinda Ward Seconded: Member Jo Alexander</p> <p>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:</p>		
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
Major Item Not on the Agenda- Taupō Bay Steps Encroachment	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
CARRIED		

Secretarial Note: No resolutions or decisions were made during the Public Excluded portion of the meeting. The discussion was for information only.

8.3 MAJOR ITEM NOT ON THE AGENDA- TAUPŌ STEPS ENCROACHMENT

<p>RESOLUTION 2026/43</p> <p>Moved: Chairperson Belinda Ward Seconded: Member Korey Atama</p> <p>That the Bay of Islands-Whangaroa Community Board:</p> <p>a) approve the establishment of a working group to address public accessibility to Taupō Bay beach in a manner that is safe, compliant, and environmentally responsible,</p>
--

UNCONFIRMED

Bay of Islands-Whangaroa Community Board Meeting Minutes

9 April 2026

- b) **working party group should comprise of one community representative, one marae representative, one commercial operator representative, one NRC staff member, two Far North District Council staff members, Bay of Islands-Whangaroa Community Board subdivision member, Bay of Islands-Whangaroa Community Maori Ward Councillor and Bay of Islands-Whangaroa Community Chair ex-officio, and**
 - c) **request the Working party group to report back to the Bay of Islands-Whangaroa Community Board with the proposed Terms of Reference by June 2026 Community Board meeting.**
- CARRIED**
- Note: Bay of Islands-Whangaroa Community Board members will do a site visit of Taupō Bay Reserve prior to the June meeting.*

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

At 3:12 pm, Member Korey Atama closed the meeting with a karakia.

10 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 3:12 pm.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 7 May 2026.

.....
CHAIRPERSON

7.3 COMMITTEE AND JOINT COMMITTEE MINUTES - APRIL 2026

File Number: A5729663

Author: Imrie Dunn, Democracy Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

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

Far North District Council Committee Meetings:

- [Minutes of 14 April Te Pīpīwharauoa Committee for External Appointments](#)
- [Minutes of 15 April Te Kūkupa Committee for Strategy, Policy and Regulations](#)
- [Minutes of 20 April Te Kuaka Committee for Māori Strategic Relationships](#)

Minutes for the 21 April Te Koekoea Committee for Council Controlled Organisations and the 22 April Te Koukou Committee for Transport and Infrastructure were not available at the time this agenda was prepared and will be included in the following month.

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

TŪTOHUNGA / RECOMMENDATION

That Council receive the report Committee and Joint Committee Minutes April 2026

TĀHUHU KŌRERO / BACKGROUND

Council operates several Committees that meet regularly but on different cycles:

- Te Huia Committee for Chief Executive Performance
- Te Kuaka Committee for Māori Strategic Relationships
- Te Koekoeā Committee for Council Controlled Organisations
- Te Koukou Committee for Transport and Infrastructure
- Te Kūkupa Committee for Strategy, Policy and Regulation
- Te Miromiro Committee for Assurance, Risk and Finance
- Te Pīpīwharauoa Committee for External Appointments.

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

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

- Te Oneroa-a-Tōhe Beach Board Committee
- Joint Regional Economic Development Committee

- Joint Climate Change Adaptation Committee
- Civil Defence Emergency Management Committee
- Regional Transport Committee

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

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

This report highlights where information is available.

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

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

This report has no financial implications.

ĀPITIHINGA / ATTACHMENTS

Nil

8 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATION

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
8.1 - Confirmation of Previous Minutes - Public Excluded	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
8.2 - Te Koukou Committee for Transport and Infrastructure - External Appointment	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
8.3 - Far North Holdings Limited - Draft Statement of Intent	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations	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

	(including commercial and industrial negotiations)	
8.4 - Land Purchase Taipā	<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)(f)(ii) - the withholding of the information is necessary to maintain the effective conduct of public affairs through the protection of Council members, officers, employees, and persons from improper pressure or harassment</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p> <p>s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage</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
8.5 - Contract 7/19/187 Management and Operation of the Hokianga Ferry Service - Contract Extension	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	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

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE