

AGENDA

Supplementary Reports



Thursday, 4 June 2026

Time: 10:00 am
Location: Turner Centre
43 Cobham Road
Kerikeri

Membership:

Chairperson Belinda Ward - Chairperson
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

Te Paeroa Mahi / Order of Business

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7 NGĀ PŪRONGO / REPORTS

7.8 KORORĀREKA-RUSSELL PLACEMAKING - ENGAGEMENT AND FUNDING FOR PERMANENT CHANGES TO CASS STREET AND THE STRAND

File Number: A5758025

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Authoriser: Kate Ivicheva, Group Manager - Planning & Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek endorsement from the Bay of Islands-Whangaroa Community Board (the Board) for:

- staff to engage on a draft plan showing proposed changes to Cass Street and The Strand, Kororāreka-Russell.
- allocation of Placemaking and Eastern Town Beautification funds of \$113,807.08 to implement proposed changes to Cass St and The Strand, Kororāreka-Russell.
- Council to carry forward Eastern Town Beautification funds to the next financial year.

This request enables:

- Council to give effect to resolution 2025/80 that required a permanent design to be created for Cass Street and The Strand in collaboration with a community working group, which then must be shared for community feedback.
- future consultation on changes to relevant bylaws.
- funding to implement permanent changes to Cass Street and The Strand, to facilitate shared space and restriction of vehicle access.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- In 2022, the Board allocated \$100,000 for Kororāreka-Russell placemaking. In early 2024, staff began a placemaking project for Kororāreka-Russell involving extensive community engagement. This led to the Kororāreka-Russell Placemaking Plan, which identified 11 priority placemaking outcomes.
- 11 June 2025 via resolution 2025/59, the Board endorsed the Kororāreka-Russell Placemaking Plan (Placemaking Plan).
- Implementation of the top four placemaking outcomes commenced in 2025, funded by the 2022 funding allocation. Two placemaking outcomes (play trail and seats) are now complete, the third – improved pedestrian access to Kororāreka Beach is ongoing and the subject of a separate project. The fourth outcome – changes to increase pedestrianisation of Cass St and The Strand is the subject of this report.
- The Kororāreka-Russell Roding Working Group (RRWG), comprising representatives of the Kororāreka-Russell community, in collaboration with staff, has developed a draft design for changes to Cass St and The Strand (the Plan – Attachment 1).
- Endorsement from the Board is requested to show on the Plan that the proposed raised crossing at the entrance to Cass St (from York St) be constructed from tinted concrete, rather than from *London Pavers* as recommended by the RRWG. The reason for this is that tinted concrete is estimated to be a lower-cost option for both installation and ongoing maintenance. Heritage New Zealand Pouhere Taonga staff have also reviewed the plan and are supportive, as long as the tint used for the concrete crossing is a grey colour.
- Staff seek endorsement from the Board to engage on the Plan. Following engagement, staff will report back to the Board for endorsement to implement a final version of the Plan.

- The Board is being requested to allocate existing Placemaking and Town Beautification funds of \$113,807.08 to implement some of the recommended changes to Cass St and The Strand. The allocation of funds sought comprises:
 - \$14,150.08 of the original \$100,000 (currently being held by Far North Holdings Ltd)
 - \$42,157 of the 2024/2025 Eastern Town Beautification Fund, and
 - \$57,500 of the current Eastern Town Beautification Fund.
- Endorsement from the Board to carry both of the Eastern Town Beautification funds into the next financial year is also sought.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- a) **Endorses grey-tinted concrete as the proposed construction material for the raised crossing entrance to Cass St (from York St)**
- b) **Approves the final draft design plan (the Plan, consistent with recommendation a) above) for Cass Street and The Strand (Attachment 1) is taken out for engagement.**
- c) **Approves spending \$14,150.08 of the remaining Placemaking Fund and \$42,157 of the 2024/2025 Eastern Town Beautification Fund, both currently allocated for placemaking in Kororāreka-Russell, to implement the final design for Cass Street and The Strand.**
- d) **Allocates \$57,500 of the current Eastern Town Beautification Fund to implement the final design for Cass Street and The Strand.**
- e) **Recommends to Council the Carry Forward of Eastern Town Beautification funds referred to in c) and d) above to the next financial year.**

1) TĀHUHU KŌRERO / BACKGROUND

Kororāreka-Russell Placemaking Plan and project background

In 2022, the Board allocated funds for placemaking in Kororāreka-Russell (resolution 2022/09 for \$15,000 and 2022/56 for \$85,000). This \$100,000 in funding remained unspent throughout 2022 and 2023 because it was not granted to a person or entity to administer.

In late 2023, staff commenced a placemaking project for Kororāreka-Russell, including extensive engagement throughout 2024. This resulted in the production of a Kororāreka-Russell Placemaking Plan (Placemaking Plan) that identified eleven priority placemaking outcomes. On 11 June 2025, via resolution 2025/59, the Board endorsed the Placemaking Plan.

Under the direction of the Board, the \$100,000 funding was used to support the implementation of four top-priority placemaking outcomes. The four priority placemaking outcomes were:

1. running a pilot to trial the conversion of Cass St and The Strand to pedestrian-priority layouts.
2. creation of a children's play trail along The Strand.
3. additional public seating along The Strand.
4. improving pedestrian access to Kororāreka Beach from The Strand.

The play trail and public seating projects are complete. The beach access project has been added to a wider project to consider coastal erosion along Kororāreka Beach, which is now managed by another group, and alternative funding is being used. Implementing outcomes from the pilot road trial is a work in progress, and the next steps to facilitate a permanent design are covered in this report.

Development of the final draft design plan and cost estimates for permanent changes to Cass St and The Strand

On 31 July via resolution 2025/80 (supported by earlier recommendation from the Board, resolution 2025/58), Council resolved to change: from mid-block Cass Street to the boat ramp at the northern end of The Strand to a shared space; the southern end of The Strand to pedestrian priority with access for essential vehicles; and change the layout of Cass Street to make the trial permanent. This decision was made after undertaking a pilot trial from December 2024 to September 2025.

Resolution 2025/80 also required staff to establish a community working group, in collaboration with Council's Transport Group, to update the trial design to make it permanent. The resolution requires the updated design to be shared with the community for feedback.

The RRWG formed in November 2025. Since its formation, the group has met with staff and an external transport engineer on behalf of Council's Transport Department to develop a draft design plan (the Plan) for Cass Street and The Strand (Attachment 1). Representatives from Heritage New Zealand Pouhere Taonga attended some workshops to ensure sufficient heritage considerations were incorporated into the design development. To keep the public informed on the progress of the working group, the minutes of these meetings have been published on the Council website.

Proposed changes to Cass St and The Strand are grouped into five tasks for which cost estimates have been obtained, with a margin of error of +/- 30% (refer to Attachment 2). Priority one tasks, as recommended by the RRWG, will cost **\$108,173.25**. Priority two costs are **\$52,000**.

The RRWG took the position that, when grouping tasks into priority 1 (funded) and priority 2 (unfunded), the funding sought in this report would be awarded to enable priority 1 tasks to be undertaken. They did acknowledge, however, that there was less certainty over the current Eastern Town Beautification fund being approved. Therefore, the Plan acknowledges that the raised crossing work should move to priority two if funding is not secured.

Council's Transport Department staff have reviewed the draft design plan and cost estimates. They are generally supportive of the plan; however, they recommend an alternative option for the raised crossing at the entrance to Cass St (from York St). The RRWG recommends construction via London Pavers, whereas staff recommend using tinted concrete, which is more durable, more stable, and lower-cost to install and maintain. Altering the design would reduce implementation costs by \$9,600. Heritage New Zealand Pouhere Taonga staff have also reviewed the plan and are supportive, as long as the tint used for the concrete crossing is a grey colour. This part of the town has significant cultural and heritage values and is regulated to protect those values.

Confirmed and Available funding for Kororāreka-Russell Placemaking.

Eastern Town Beautification Funds

On 27 June 2025, via resolution 2025/76, the Board recommended to Council the Carry Forward of the 2024/2025 Eastern Town Beautification Budget of \$42,157. This was then endorsed by Council at their September 2005 meeting and is currently held by our District Facilities department, provisionally allocated for Kororāreka-Russell Placemaking. It is recommended that the Board confirm this fund is allocated specifically for implementing the permanent changes to Cass St and The Strand, and further that the fund is carried forward to the next financial year for this purpose.

Placemaking funds

Of the original \$100,000 allocated by The Board in 2022 for placemaking in Kororāreka-Russell, \$14,150.08 remains unspent. Resolution 2025/59, passed by the Board, approved these funds to be paid to Far North Holdings Limited (FNHL), to help with any future implementation of the endorsed Placemaking Plan at the direction of the Board or their nominated representative. It is recommended that the Board confirm this fund is allocated to implementing the permanent changes to Cass St and The Strand.

Changes required to Far North District Council Parking Bylaw and Road Use Bylaw, to facilitate permanent changes to Cass St and The Strand

Pending public feedback on the Plan, the proposed changes to Cass St and The Strand include the following elements (as depicted in Attachment 1). These physical changes to Cass St and The Strand require a change to the schedule contained in the FNDC Parking Bylaw:

1. Changing the number and size of perpendicular car parks in the parking bay on the northwestern side of Cass St from 10 to 8 car parks and introducing 2 new motorcycle parks in this bay.
2. Extending the length of the existing parallel parking bay on the southwestern side of Cass St, to enable 4 car parks in this location.
3. Extending the length of the existing P10 Loading Zone on the southeastern side of Cass St and making approximately half of this bay a Goods Vehicle Zone and half a Drop Off Zone.
4. Angling the existing accessible car park located on the northeastern side of Cass St.
5. Delineate the Bus Stop located on the northeastern side of Cass St as shown on the Plan.
6. Delineate the Tanker Fuelling Loading Zone on the seaward side of The Strand as shown on the Plan.
7. Add a new accessible parallel car park on the seaward side of The Strand as shown on the Plan.

The proposed restriction of vehicles along south The Strand requires a change to FNDC's Road Use Bylaw, specifically to specify classes of vehicles that are authorised to turn south from Cass St onto The Strand. The authorised vehicles are:

- Residents and guests
- Business owners and staff
- Trades and contractors servicing properties
- Council contractors (e.g., small refuse/bin collection vans)
- Delivery vehicles
- Postal services and meter readers
- Commercial wharf users
- Local Tour buses
- People with limited mobility / Disability permit holders
- Rubbish trucks
- Fuel tankers
- Cyclists (noting shared zone permissions).

The above list will be included in the engagement material and, therefore, may be altered by the time a paper is brought to the Board on changes to the relevant Bylaw.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Decision by the Board regarding the draft plan and construction materials for the raised crossing entrance to Cass St (from York St)

Endorsement of the Plan is sought from the Board, including changes to the proposed construction material for the raised crossing at the entrance to Cass St (from York St).

The RRWG has voted to use London Pavers, whereas staff from our Transport Department recommend the lower-cost, more durable option of tinted concrete instead. The cost difference between the two materials is estimated at \$9,600, and changing the material will reduce ongoing maintenance costs. Heritage New Zealand Pouhere Taonga staff have also reviewed the plan and are supportive, as long as the tint used for the concrete crossing is a grey colour.

This report has been written assuming that the lower-cost option will be endorsed. Should the lower cost be endorsed, surplus funds could be allocated to priority two tasks or offset any increased costs at the time of implementation for priority one tasks. (refer to Attachment 2).

If this option is endorsed by the Board, it will not align with the preferences of the RRWG. If public feedback does not support this change, there is scope to alter the final design if Council is supportive of increased costs.

Implementing the Plan, including required Bylaw changes

Several stages are required to implement the final version of the Plan. Stage 1 requires endorsement by the Board via this paper. The remaining stages will be the subject of future papers, including seeking approval to amend the Parking Bylaw Schedule and seeking approval to consult on changes to the Road Use Bylaw. The Gantt chart below outlines the indicative timeframe for each stage. It has been prepared in collaboration with the Policy & Bylaws team, who will be primarily responsible for the engagement, consultation, and reporting related to amendments to the Bylaws.

Stage	Description	2026								2027	
		June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	
1	Obtain BOIWCB endorsement to engage on the Plan										
2	Undertake Engagement on The Plan and changes to Parking Bylaw (2 weeks mid June)										
3	Reports to BOIWCB (6 Aug) then Te Kūkupa (12 Aug) for endormsent to implement The Plan, amend the Parking Bylaw, and undertake consultation on the Road Use Bylaw										
4	Report to Council (27 Aug) seeing approval to consult on changes to the Road Use Bylaw										
5	Plan for consultation on Road Use Bylaw										
6	Undertake consultation on Road Use Bylaw 4 weeks										
7	Reports to BOIWCB (01 Oct) then Te Kūkupa (07 Oct) then Council (22 Oct) for endormsent to adopt the revised Road Use Bylaw										
8	Implement Physiscal changes up to cut of date of 08 December 2026. Assume 6 weeks to implement										

Stage 1: Endorsement from the Board to undertake engagement on the Plan.

Council resolution 2025/80 requires that the updated design (the Plan) be shared with the community for feedback. Staff are currently planning engagement on the Plan for two weeks across mid- to late-June 2026. During this period, staff will also engage on the proposed changes to the Parking Bylaw Schedule (endorsement by the Board is not required to engage on the Parking Bylaw Schedule).

Following engagement, staff will report back to the Board for endorsement to Te Kūkupa Committee for Strategy, Policy and Regulation to approve implementation of a final design for changes to Cass St and The Strand. Staff will also report up to Te Kūkupa and then Council seeking approval to amend the Parking Bylaw Schedule.

There are three practicable options available:

1. The Board endorses the Plan to be taken out for engagement as per the RRWG recommended design.
2. The Board endorse the Plan, with the design change recommended by Councils Transport staff (staff recommendation).
3. The Board does not endorse the plan and instead requires staff to further develop the design and refine costing.

The advantage of engaging with the Plan would be to act on a previous resolution and allow the project to progress towards partial implementation before the end of the year. Disadvantages identified with option 3 above include the time and cost for staff and members of the RRWG to continue developing the design. However, the Board may consider that there is a benefit in refining costing. The risk associated with the current value of works is considered manageable, as implementation can be over a series of stages if further funding is required for all of the priority one tasks.

Delaying the start date for engagement on the Plan would result in priority one tasks being implemented in 2027. Altering the design will create cost savings for Council and reduce long-term maintenance costs. However, this may not meet the community's aspirations.

Funding required to implement the Plan.

At present, there is \$56,307.08 allocated to the Kororāreka-Russell Placemaking project, comprising \$14,150.08 currently held by FNHL and \$42,157 of the 2024/25 Eastern Town Beautification Budget currently held by the District Facilities department. There is also \$57,500 remaining in the 2025/26 Eastern Board Town Beautification fund, which the Board can allocate.

Staff recommend that the Board allocate these three funds to implement the Final Design for Cass St and that the Board recommend to Council the 2024/25 Eastern Board Town Beautification Budget of \$42,157 and the 2025/2026 Eastern Board Town Beautification of \$57,500 is carried forward to the next financial year. The \$14,150.08 currently held by FNHL can be returned to FNDC in the next financial year.

There are two practicable options for this recommendation:

1. The Board allocates the above funds as requested (Staff recommendation)
2. The Board does not allocate the above fund as requested.

Option one will enable the unspent Kororāreka-Russell Placemaking funds to be allocated to a placemaking project to be implemented in late 2026. This will avoid the ongoing risk of needing to seek approval to roll over funds each financial year and of unspent funds sitting with FNHL.

The advantage of allocating this additional funding to the project is that, based on the cost estimates obtained, all priority one works to implement permanent changes to Cass St and The Strand can be carried out. The disadvantage of allocating this fund to this placemaking outcome is that other projects will not benefit from this funding. The funding sought is insufficient to cover all anticipated costs for the full implementation of the Plan. By endorsing this plan, the community will expect the Council to implement any outstanding tasks over time.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The options are recommended to enable permanent changes to Cass St and The Strand, along with associated future changes to relevant Bylaws. These changes collectively enable the use of Cass St and the northern section of The Strand to become a Shared-Space, and to enable the southern portion of The Strand, from Cass St to Pitt St, to become an Authorised-Vehicles-Only area.

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

The total funds being sought for allocation to implement physical works to Cass St and The Strand is \$113,807.08. This total comprises three separate funds:

- \$14,150.08, being all that remains of \$100,000 award by the Board in 2022 for placemaking in Kororāreka-Russell, via resolutions 2022/09 and 2022/56. This fund was paid out to FNHL in 2024 to implement Kororāreka-Russell placemaking outcomes. In the new financial year FNHL will be invoiced by Council for \$14,150.08,





and this will be paid into the relevant Transport GL code for implementing changes to Cass Street and The Strand.

- \$42,157 of the 2024/2025 Eastern Town Beautification Fund, which was carried forward by Council in September 2025. This fund is understood to be sitting with/managed by our District Facilities Asset Manager, who has confirmed it has been allocated in PPM to the Kororāreka-Russell placemaking project. This paper is seeking approval from the Board for this fund to be spent specifically on the physical changes required to Cass St and The Strand.
- \$57,500, being the total amount available within the current financial year Eastern Town Beautification Fund.

\$113,807.08 is estimated to enable installation of all priority one outcomes of the design, and if there are any surplus funds from this work, they will be used on priority two outcomes were possible. The total cost of priority two outcomes is estimated at \$52,000.

The costs associated with undertaking engagement and consultation have been budgeted for within the Growth Planning and Placemaking budget.

ĀPITI HANGA / ATTACHMENTS

1. **The Plan - final draft design for Cass St and The Strand - A5770952** [↓](#) 
2. **Cost Estimates to Implement Proposed Changes to Cass St and The Strand - A5771157** [↓](#) 
3. **Cass St Bollard Carving Proposal and Estimate - A5773217** [↓](#) 
4. **Cass St Concept Sketch including Example Poutama Pattern - A5773236** [↓](#) 

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 placemaking project included substantial public engagement, resulting in a majority public preference to change the use of The Strand. In accordance with Council's Significance and Engagement Policy, the proposal does not have a high level 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.	Accessibility Policy (2022) Art and Memorials in Public Places Policy (2017) Community Gardens Policy (2013) Community Grant Policy (2024) District Plan 2009 Footpath Policy (2016) Heritage New Zealand Pouhere Taonga Act 2014 Iwi/Hapu Environmental Management Plans Policy (2016) Local Government Act 2002 Long Term Plan (2024-2027) Parks and Reserves Policy (2022) Procurement Policy Resource Management Act 1991
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 Kororāreka Kororāreka-Russell Historic Township is of district wide significance and the Community Board have been involved throughout the process via the appointment of a Project Steering Group led by a Community Board Member.
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.	Hapū representation has been consistent throughout this placemaking project, including hapū representation as a member of the Kororāreka-Russell Roding Working Group.

State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	
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 paper seeks to take the current proposal out for engagement, to ensure that persons likely to be affected by or have an interest in this matter, can put forward their views, which will in turn be reported back to the decision makers on this project.
State the financial implications and where budgetary provisions have been made to support this decision.	There is no budget provision for the proposed permanent changes to Cass St and The Strand in the Transportation Capital Works and Renewals budget presently. Funding would need to be allocated, preferably as set out in this report. Additional funding is likely to be required to fully implement the Plan.
Chief Financial Officer review.	CFO has reviewed and authorised this report.

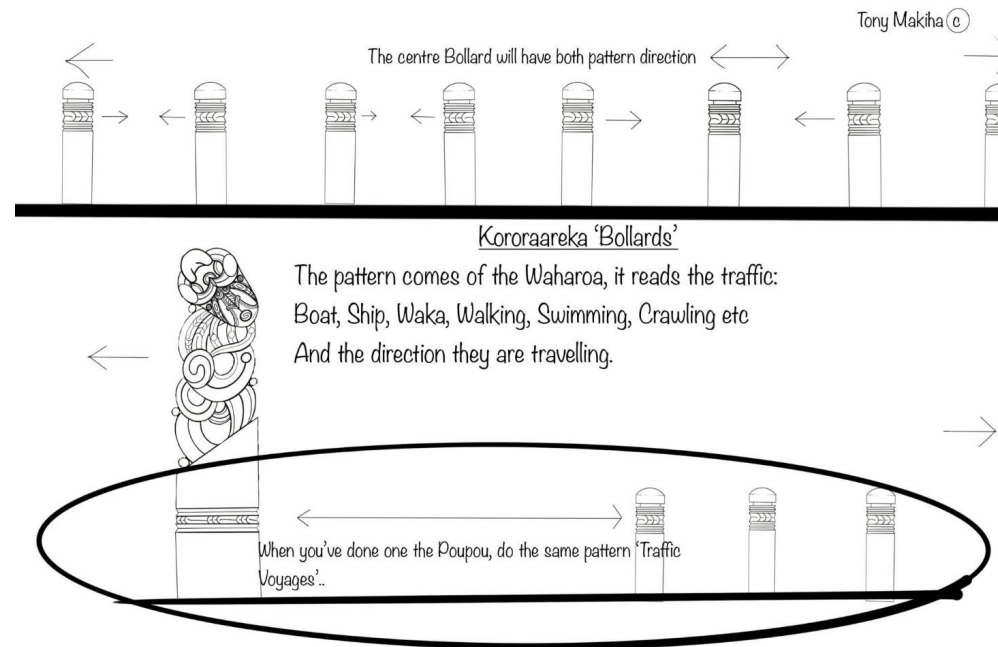
Drawing Ref: 13450 C01 rev P3

Date: 29/04/2026

Cass St/Strand Safety Improvements - Rough Order Costs (ex GST)								
Description	Units	Qty	Rate	Amt	Option 2	Option 3	Prioritisation 1	Prioritisation 2
Surfacing/Painting								
Establishment	LS	1	\$ 4,000.00	\$ 4,000.00			\$4,000.00	
Bus stop outline lines (white)	lm	20	\$ 5.25	\$ 105.00			\$105.00	
Loading zone outline and hatching (white)	LS	1	\$ 800.00	\$ 800.00			\$800.00	
Tanker area outline (white)	lm	23	\$ 5.25	\$ 120.75			\$120.75	
Accessible carpark space	lm	30	\$ 5.25	\$ 157.50			\$157.50	
Accessible carpark symbol	ea	2	\$ 45.00	\$ 90.00			\$90.00	
Accommodation for surfacing/painting crew(Provisional- may be required)	LS	1	\$ 600.00	\$ 600.00			\$600.00	
Bollards								
Bollards (design tbc) drilled planted bases and suspended fixings. 1200mm nominal height 300 dia. Incl installation. Need to be sourced localled, not landscaping retailer. ENGAGE WITH LOCAL SUPPLIERS. Proprietary SS base products.	ea	13	\$ 800.00	\$ 10,400.00			\$10,400.00	
Bollards (design tbc) drilled planted bases and suspended fixings. 2100mm nominal height 300 dia. including sign mounting. Incl installation. Need to be sourced localled, not landscaping retailer. ENGAGE WITH LOCAL SUPPLIERS	ea	5	\$ 1,500.00	\$ 7,500.00			\$7,500.00	
Shared Zone delineation								
Option 4 - do nothing, there's already a cue between existing planters			\$ 0.00				\$0.00	
Signage, including bracketry and / or special mounts to over height bollards. Includes for 2nr conventional sign poles in planters. Black aluminium posts. Increase estimate to \$5k for better looking signage	LS	1	\$ 3,300.00	\$ 3,300.00			\$5,000.00	
Raised Entrance to Cass Street								
Saw cut pavement and construct in-situ concrete dished channel, including realignment of existing drainage sump grate to suit.*	m	18	\$ 400.00	\$ 7,200.00			\$7,200.00	
Saw cut existing pavement and remove (including existng paver crossing). Lay new london paver crossing over full extent. This work will be most disruptive to the space, two phases of work, one way traffic flow, will take longest time to complete.	m2	96	\$ 450.00	\$ 43,200.00			\$0	
Alt option to paved crossing using concrete with tint (OPTION PREFERRED BY TRANSPORT GROUP.*	m2	96	\$ 350.00		\$ 33,600.00		\$ 33,600.00	
Traffic Management - allowance for risk based apporach only (2023 NZTA Temporary Traffic Management CoP). Includes for works on York Street / Cass Street paving.	LS	1	\$ 7,500.00	\$ 7,500.00			\$ 7,500.00	
Environmental management - pavement works - critical for raised entrance from York St into Cass	LS	1	\$ 3,500.00	\$ 3,500.00			\$ 3,500.00	
Contractor P&G, etc (20% of all costs above and excluding carving of bollards and staining poutama pattern below)	%	20		\$20,000.00			\$18,000.00	
Design features								
Simple carving 16 x totara bollards along SW side of Cass St/Loading Zones in accordance with propasal from local carver, Tony Makiha.	ea	16	\$750.00	\$12,000.00				\$12,000.00
Detailed carving of 2x totara bollards at entrance to Cass St in accordance with propasal from local carver, Tony Makiha.	ea	2	\$18,000.00	\$36,000.00				\$36,000.00
Poutama patterning - staining selected existing insitu pavers in the square in the seaward end of Cass St				\$4,000.00				\$4,000.00
TOTAL							\$98,573.25	\$52,000.00

*These costs are included as Priority One, however if insufficient funding available, this task becomes Priority Two.

**CARVER TONY MAKIHA'S DESIGN PROPOSAL AND INDICATIVE COSTINGS FOR CASS STREET TRAFFIC MANAGEMENT
CREATIVE ELEMENT**



Carver Tony Makiha has provided the following drawings, commentary, and indicative costings. After being briefed and having some indication from the traffic management group's drawings, Tony Makiha has come back with the following response:

“I have picked up the theme of traffic, people movement, water movement, sand movement, crawling, walking, swimming crawling waka, shipping, people coming and going back and forward, people flow, engagement, and movement.

BOLLARDS

I propose that the bollards pick up the carving theme off the Waharoa which greets people as they arrive in Kororareka Russell. It is repeated on the bollards in opposing directions on each of the bollards along the pedestrian protection area. You will note that it creates a sense of movement and flow.”

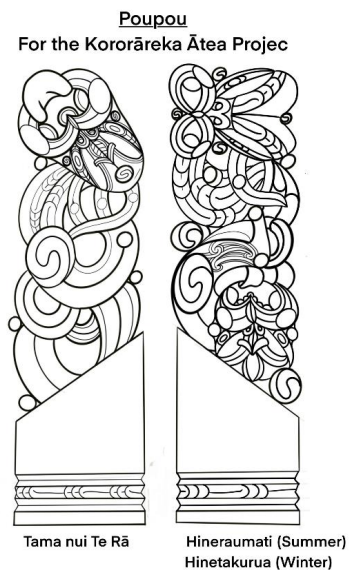
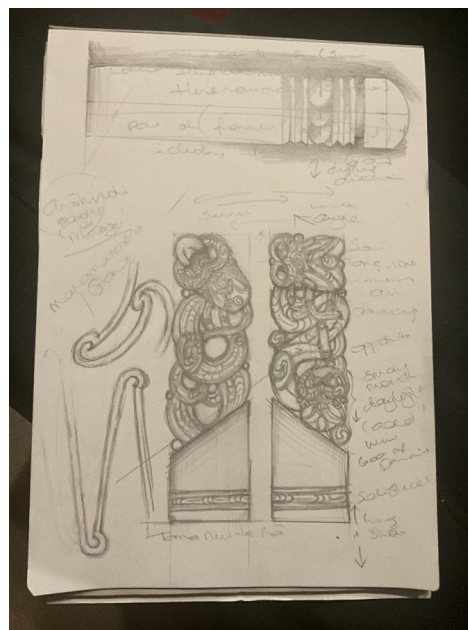


These costs below are indicative:

Bollards: 18 bollards at between \$500 and \$750 each, depending on the state of the totara surface in terms of carving readiness and the circumference of the post. He would expect to take about a week per bollard for carving time will be necessary depending on the need for prep of the bollards and particularly if we wanted to include the school children in the project at any stage which is worth considering. This is something he is open to. The total cost of the carving of the bollards GST exclusive based on these price indications is between \$9000 and \$13000.

The Two Poupou welcoming people to Cass street Slowly and thoughtfully

The two poupou are Tama nui te Ra, the life force of the sun or Great force of the Sun and the second captures the two seasons of the sisters Hineraumati the goddess of summer and Hinetakurua the maiden of the winter. Both are the wives of Tamanuitera. So they are seasonal, our sun gods of summer and winter, indicating the tourism flows that come to and from Kororareka/Russell, and also the people who have come to and from Russell through history, and who will be welcomed to Kororareka/Russell in the future.



The cost of carving the two poupou, carving only, will be \$18,000 each, for a total of \$36,000 GST exclusive. This would be about 3months work for the two Poupou to complete the carving. Please note neither estimate includes the cost of the wood.

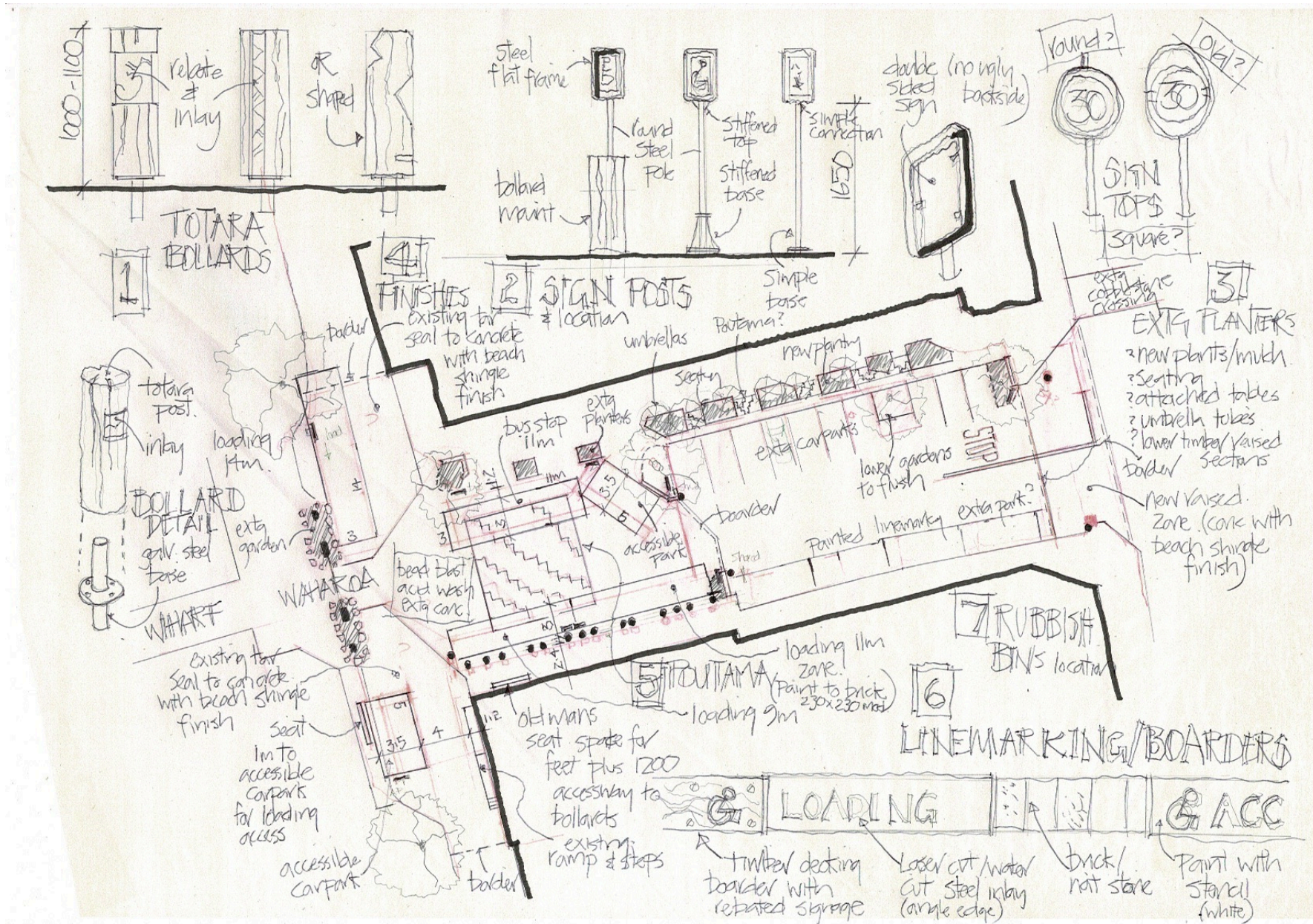
Tony will work with the team and give a firm quote if and when that is require and is happy to visit at any time to look at the timber proposed.

These projects can be considered for funding either separately or together.

Tony Makiha

Mystix Studio

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7.9 TAUPŌ BAY STEPS - TERMS OF REFERENCE**File Number: A5775268****Author: Ivan Ashby, Manager - Property & Facilities Manager****Authoriser: Hilary Sumpter, Group Manager - Delivery and Operations****TAKE PŪRONGO / PURPOSE OF THE REPORT**

Approval of the Terms of Reference – Taupō Steps Encroachment Working Group.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- In March 2026 FNDC Technical Operations staff removed steps from the Reserve areas at Taupō Bay, under the delegated authority, for Health & Safety reasons plus the steps were encroaching on the reserve.
- No information was shared with the community prior to the removal.
- 4 sets of steps were removed, only 1 of which was built by FNDC.
- The local ratepayers are extremely concerned that the access to the beach is now restrictive and that more damage is being done to the dunes without the steps.
- Staff sought approval for the formation of a Working Committee to address accessibility on to Taupō Bay beach from the reserve area.

TŪTOHUNGA / RECOMMENDATION

That Bay of Islands-Whangaroa Community Board adopt the Terms of Reference for Taupō Steps Encroachment Working Group

1) TĀHUHU KŌRERO / BACKGROUND

RFS4272211 – customer (resident of Taupō Bay) contacted Council to raise concerns about two newly constructed steps that go from private properties on Marlin Drive onto Taupō Bay foreshore. Issue is that these protrude onto the beach by 4 to 5 meters and are going to be very intrusive during the summer months when the beach is used by the public.

Subsequently the four sets of steps at Taupō Bay were removed, under the delegated authority of the Technical Operations team. This was done without consultation with the community.

A meeting with Taupō Bay ratepayers was held on Tuesday 31st of March on the reserve at the beach.

The Bay of Islands-Whangaroa Community Board at the April 2026 meeting, approved the establishment of a working group to address public accessibility to Taupo Bay beach in a manner that is safe, compliant and environmentally responsible.

The Community Board outlined the key stakeholders it would like to see in the working party and asked that the proposed Terms of reference be brought back to the June 2026 Community Board meeting for approval.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

A working group to be established. This will potentially comprise nine members (one of which will be the chairperson).

- One community representative
- One marae representative
- One Commercial Operator representative
- One NRC or DOC Staff member

- Two Far North district Council Staff members
- Bay of Islands-Whangaroa Community Board Subdivision member
- Bay of Islands-Whangaroa Community Board Māori Ward Councilor
- Bay of Islands-Whangaroa Community Board ex-officio

The working group to consider aspects relating to the Taupo Bay community in line with the Bay of Islands-Whangaroa Community Board delegations.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

This recommendation is at the request of the Bay of Islands-Whangaroa Community Board.

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

Zero cost implications.

ĀPITIHINGA / ATTACHMENTS

1. **Terms of Reference - Taupo Bay Steps Encroachment Working Group - A5802174**  

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>Low significance with the Taupō Bay community around safety, accessibility and erosion.</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>Parks and Reserves Policy 2022 (on Council website) Section 5 - Structures - (and Schedule 3) states that Council has sole discretion for the establishment of any structures, and that all structures must be safe and fit for purpose. Section 7 – Encroachments states that Council will not grant retrospective authority for encroachments on parks or reserves unless this <i>‘provides betterment to the public for enhanced use of the park or reserve, are deemed safe, fit for purpose and comply with appropriate regulatory and legislative requirements e.g. Building Act etc 3. The Council will require all unauthorised encroachments to be removed and the land reinstated by the landowner whose property is associated with that encroachment, at that landowner’s cost’.</i> Parks and Reserves Bylaw 2023 (on Council website) 15 Encroachments - <i>No person may permit or allow any building, object or thing to encroach onto a Park or Reserve without prior Approval from Council.</i> 21 Removal or alteration of a work or thing – Council may remove any structures in breach of the bylaw and recover the cost from the person who committed the breach Encroachment Policy 2025 (internal) Establishes a framework for managing unauthorised encroachments. Major encroachments include <i>permanent structures ... that substantially impact public use, safety or the environment</i> Reserves Act 1977 Section 94 Offences on reserves and Section 105B Unauthorised actions in reserves - Construction on a reserve including the erection of buildings or apparatus without approval from the administering body</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>BOIW Board only. Although there could be precedent setting here</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. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.</p>	<p>BOIW Board only. Although there could be precedent setting here</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>Contact will be sought on approval of Terms of Reference to set up working group.</p>
<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>Representatives from key stakeholders will form as part of the Working Committee for this project.</p>
<p>Chief Financial Officer review.</p>	<p>Not Applicable</p>



Title	Taupō Steps Encroachment – Working Group
Terms of Reference Adoption	
Responsible Officer	Group Manager – Delivery & Operations

Background

8.1 MAJOR ITEM NOT ON THE AGENDA

<p>RESOLUTION 2026/41 Moved: Chairperson Belinda Ward Seconded: Member Jane Hindle</p> <p>That the Bay of Islands-Whangaroa Community Board:</p> <ul style="list-style-type: none"> 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 closing deadline; and 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 style="text-align: right;">CARRIED</p>
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<p>Attachments tabled at meeting</p> <ul style="list-style-type: none"> 1 Major Item not on the Agenda- Taupō Bay Steps Encroachment Objective number A5672741 refers

Kaupapa / Purpose



The purpose of Working Group is to ensure cost effective, quality and sustainable infrastructure decisions are made to meet the current and future needs of Far North communities and that Councils infrastructure assets are effectively maintained and operated.

The Committee will review the effectiveness of the following aspects:

- Affordable core infrastructure to support healthy and sustainable living;
- Operational performance including monitoring and reporting on significant infrastructure projects
- Delivery of quality infrastructure and district facilities
- Financial spend and reprogramming of capital works
- Property and other assets

Ngā Huānga / Membership

The Bay of Islands-Whangaroa Community Board has determined membership of the Committee.

Working group will comprise nine members (one of which will be the chairperson).

- 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 Board Māori Ward Councilor
- Bay of Islands-Whangaroa Community Board ex-officio

Kōrama / Quorum

The quorum at a meeting of the Taupō Bay Working Group is four (4).

Ngā Hui / Frequency of Meetings

Meetings fortnightly, until no longer required.

The Working Group can meet online.

Ngā Apatono / Power to Delegate

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



delegation under any other relevant legislation.

Ngā Herenga Paetae / Responsibilities

The Committees responsibilities are described below:

- Address public accessibility to Taupo Bay Beach in a manner that is safe, compliant and environmentally responsible.

Ngā Ture / Rules and Procedures

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

Reporting and Review of Committee Terms of Reference

A concluding report will be presented to Council, after recommendation from the Community Board.

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