



**Far North  
District Council**



**Te Kaunihera o Tai Tokerau ki te Raki**

# **AGENDA**

## **Ordinary Council Meeting**

**Thursday, 4 November 2021**

**Time: 10.00 am**

**Location: Virtually via Microsoft Teams**

**Membership:**

Mayor John Carter - Chairperson

Cr Ann Court

Cr David Clendon

Cr Dave Collard

Cr Felicity Foy

Cr Mate Radich

Cr Rachel Smith

Cr Kelly Stratford

Cr Moko Tepania

Cr John Vujcich

**COUNCIL MEMBERS REGISTER OF INTERESTS**

<b>Name</b>	<b>Responsibility (i.e. Chairperson etc)</b>	<b>Declaration of Interests</b>	<b>Nature of Potential Interest</b>	<b>Member's Proposed Management Plan</b>
<b>Hon Mayor John Carter QSO</b>	Board Member of the Local Government Protection Programme	Board Member of the Local Government Protection Program		
	Carter Family Trust			
<b>Deputy Mayor Ann Court</b>	Waipapa Business Association	Member		Case by case
	Warren Pattinson Limited	Shareholder	Building company. FNDC is a regulator and enforcer	Case by case
	Kerikeri Irrigation	Supplies my water		No
	District Licensing	N/A	N/A	N/A
	Ann Court Trust	Private	Private	N/A
	Waipapa Rotary	Honorary member	Potential community funding submitter	Declare interest and abstain from voting.
	Properties on Onekura Road, Waipapa	Owner Shareholder	Any proposed FNDC Capital works or policy change which may have a direct impact (positive/adverse)	Declare interest and abstain from voting.
	Property on Daroux Dr, Waipapa	Financial interest	Any proposed FNDC Capital works or policy change which may have a direct impact (positive/adverse)	Declare interest and abstain from voting.
	Flowers and gifts	Ratepayer 'Thankyou'	Bias/ Pre-determination?	Declare to Governance
	Coffee and food	Ratepayers sometimes 'shout' food and beverage	Bias or pre-determination	Case by case
	Staff	N/A	Suggestion of not being impartial or pre-determined!	Be professional, due diligence, weigh the evidence. Be thorough, thoughtful, considered impartial and balanced. Be fair.
	Warren Pattinson	My husband is a builder and may do work for Council staff		Case by case
<b>Ann Court - Partner</b>	Warren Pattinson Limited	Director	Building Company. FNDC is a regulator	Remain at arm's length
	Air NZ	Shareholder	None	None

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Warren Pattinson Limited	Builder	FNDC is the consent authority, regulator and enforcer.	Apply arm's length rules
	Property on Onekura Road, Waipapa	Owner	Any proposed FNDC capital work in the vicinity or rural plan change. Maybe a link to policy development.	Would not submit. Rest on a case by case basis.
<b>David Clendon</b>	Chairperson – He Waka Eke Noa Charitable Trust	None		Declare if any issue arises
	Member of Vision Kerikeri	None		Declare if any issue arises
	Joint owner of family home in Kerikeri	Hall Road, Kerikeri		
<b>David Clendon – Partner</b>	Resident Shareholder on Kerikeri Irrigation			
<b>David Collard</b>	Snapper Bonanza 2011 Limited	45% Shareholder and Director		
	Trustee of Te Ahu Charitable Trust	Council delegate to this board		
<b>Felicity Foy</b>	Flick Trustee Ltd	I am the director of this company that is the company trustee of Flick Family Trust that owns properties Seaview Road – Cable Bay, and Allen Bell Drive - Kaitaia.		
	Elbury Holdings Limited	This company is directed by my parents Fiona and Kevin King.	This company owns several dairy and beef farms, and also dwellings on these farms. The Farms and dwellings are located in the Far North at Kaimaumau, Bird Road/Sandhills Rd, Wireless Road/ Puckey Road/Bell Road, the Awanui Straight and Allen Bell Drive.	
	Foy Farms Partnership	Owner and partner in Foy Farms - a farm on Church Road, Kaingaroa		
	Foy Farms Rentals	Owner and rental manager of Foy Farms Rentals for 7 dwellings on Church Road,		

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
		Kaingaroa and 2 dwellings on Allen Bell Drive, Kaitaia, and 1 property on North Road, Kaitaia, one title contains a cell phone tower.		
	King Family Trust	This trust owns several titles/properties at Cable Bay, Seaview Rd/State Highway 10 and Ahipara - Panorama Lane.	These trusts own properties in the Far North.	
	112 Commerce Street Holdings Ltd	Owner of commercial property in Commerce Street Kaitaia.		
	Foy Property Management Ltd	Owner of company that manages properties owned by Foy Farms Rentals and Flick Family Trust.		
	Previous employment at FNDC 2007-16	I consider the staff members at FNDC to be my friends		
	Shareholder of Coastline Plumbing NZ Limited			
<b>Felicity Foy - Partner</b>	Director of Coastal Plumbing NZ Limited			
	Friends with some FNDC employees			
<b>Mate Radich</b>	No form received			
<b>Rachel Smith</b>	Friends of Rolands Wood Charitable Trust	Trustee		
	Mid North Family Support	Trustee		
	Property Owner	Kerikeri		
	Friends who work at Far North District Council			
	Kerikeri Cruising Club	Subscription Member		
	Vision Kerikeri	Financial Member		
<b>Rachel Smith (Partner)</b>	Property Owner	Kerikeri		
	Friends who work at Far North District Council			
	Kerikeri Cruising Club	Subscription Member and Treasurer		
	Vision Kerikeri	Financial Member		
	Town and General Groundcare Limited	Director, Shareholder		
<b>Kelly Stratford</b>	KS Bookkeeping and Administration	Business Owner, provides book keeping, administration and development of environmental management plans	None perceived	Step aside from decisions that arise, that may have conflicts



<b>Name</b>	<b>Responsibility (i.e. Chairperson etc)</b>	<b>Declaration of Interests</b>	<b>Nature of Potential Interest</b>	<b>Member's Proposed Management Plan</b>
	Waikare Marae Trustees	Trustee	Maybe perceived conflicts	Case by case basis
	Bay of Islands College	Parent Elected Trustee	None perceived	If there was a conflict, I will step aside from decision making
	Karetu School	Parent Elected Trustee	None perceived	If there was a conflict, I will step aside from decision making
	Māori title land – Moerewa and Waikare	Beneficiary and husband is a shareholder	None perceived	If there was a conflict, I will step aside from decision making
	Sister is employed by Far North District Council			Will not discuss work/governance matters that are confidential
	Gifts - food and beverages	Residents and ratepayers may 'shout' food and beverage	Perceived bias or predetermination	Case by case basis
	Taumarere Counselling Services	Advisory Board Member	May be perceived conflicts	Should conflict arise, step aside from voting
	Sport Northland	Board Member	May be perceived conflicts	Should conflict arise, step aside from voting
	He Puna Aroha Putea Whakapapa	Trustee	May be perceived conflicts	Should conflict arise, step aside from voting should they apply for funds
	Kawakawa Returned Services Association	Member	May be perceived conflicts	Should conflict arise, step aside from voting should they apply for funds
	Whangaroa Returned Services Association	Member	May be perceived conflicts	Should conflict arise, step aside from voting should they apply for funds
	National Emergency Management Advisor Committee	Member		Case by case basis
	Te Rūnanga ā Iwi o Ngāpuhi	Tribal affiliate member	As a descendent of Te Rūnanga ā Iwi o Ngāpuhi I could have a perceived conflict of interest in Te Rūnanga ā Iwi o Ngāpuhi Council relations	Declare a perceived conflict should there appear to be one

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Te Rūnanga ā Iwi o Ngāti Hine	Tribal affiliate member	Could have a perceived conflict of interest	Declare a perceived conflict should I determine there is a conflict
	Kawakawa Business and Community Association	Member		Will declare a perceived conflict should there appear to be one
<b>Kelly Stratford - Partner</b>	Chef and Barista	Opua Store	None perceived	
	Māori title land – Moerewa	Shareholder	None perceived	If there was a conflict of interest I would step aside from decision making
<b>Moko Tepania</b>	Teacher	Te Kura Kaupapa Māori o Kaikohe.	Potential Council funding that will benefit my place of employment.	Declare a perceived conflict
	Chairperson	Te Reo o Te Tai Tokerau Trust.	Potential Council funding for events that this trust runs.	Declare a perceived conflict
	Tribal Member	Te Rūnanga o Te Rarawa	As a descendent of Te Rarawa I could have a perceived conflict of interest in Te Rarawa Council relations.	Declare a perceived conflict
	Tribal Member	Te Rūnanga o Whaingaroa	As a descendent of Te Rūnanga o Whaingaroa I could have a perceived conflict of interest in Te Rūnanga o Whaingaroa Council relations.	Declare a perceived conflict
	Tribal Member	Kahukuraariki Trust Board	As a descendent of Kahukuraariki Trust Board I could have a perceived conflict of interest in Kahukuraariki Trust Board Council relations.	Declare a perceived conflict
	Tribal Member	Te Rūnanga ā-Iwi o Ngāpuhi	As a descendent of Te Rūnanga ā-Iwi o Ngāpuhi I could have a perceived conflict of interest in Te Rūnanga ā-Iwi o Ngāpuhi Council relations.	Declare a perceived conflict
<b>John Vujcich</b>	Board Member	Pioneer Village	Matters relating to funding and assets	Declare interest and abstain

<b>Name</b>	<b>Responsibility Chairperson etc)</b> (i.e.	<b>Declaration of Interests</b>	<b>Nature Potential Interest</b> of	<b>Member's Proposed Management Plan</b>
	Director	Waitukupata Forest Ltd	Potential for council activity to directly affect its assets	Declare interest and abstain
	Director	Rural Service Solutions Ltd	Matters where council regulatory function impact of company services	Declare interest and abstain
	Director	Kaikohe (Rau Marama) Community Trust	Potential funder	Declare interest and abstain
	Partner	MJ & EMJ Vujcich	Matters where council regulatory function impacts on partnership owned assets	Declare interest and abstain
	Member	Kaikohe Rotary Club	Potential funder, or impact on Rotary projects	Declare interest and abstain
	Member	New Zealand Institute of Directors	Potential provider of training to Council	Declare a Conflict of Interest
	Member	Institute of IT Professionals	Unlikely, but possible provider of services to Council	Declare a Conflict of Interest



**Far North District Council**  
**Ordinary Council Meeting**  
**will be held in the Virtually via Microsoft Teams on:**  
**Thursday 4 November 2021 at 10.00 am**

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

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the 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 Team Leader Democracy Support (preferably before the meeting).

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

**3 NGĀ TONO KŌRERO / DEPUTATIONS**

- 10:10 am Jane Johnston – Government Reform Proposals
- 10:15 am Craig Hobson, Josh Port & Freda Riwai – Northland Basketball
- 10:20 am Steve Mutton (NTA) – 2021 – 24 NTLP Outcomes
- 10:25 am Shirley Ayers, Julie Scott & Nora Rameka - Housing

**4 NGĀ KŌRERO A TE KOROMATUA / MAYORAL ANNOUNCEMENTS**

## 5 CONFIRMATION OF PREVIOUS MINUTES

### 5.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A3052395

**Author:** Casey Gannon, Meetings Administrator

**Authoriser:** Aisha Huriwai, Team Leader Democracy Services

#### 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.

#### RECOMMENDATION

**That Council confirms as a true and correct record the minutes of the Council meetings as follows;**

- **14 September 2021 (Extraordinary)**
- **23 September 2021**
- **21 October 2021 (Extraordinary)**

#### 1) 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) DISCUSSION AND OPTIONS

The minutes of the meetings are attached.

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

#### 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) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

#### ATTACHMENTS

1. **Council 2021-09-14 Minutes - A3390488** [↓](#) 
2. **Council 2021-09-23 Minutes - A3406575** [↓](#) 
3. **Council 2021-10-21 Minutes - A3443054** [↓](#) 



**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.

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

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
EMERGENCY COUNCIL MEETING  
HELD VIRTUALLY VIA MICROSOFT TEAMS  
ON TUESDAY, 14 SEPTEMBER 2021 AT 1.00 PM**

**PRESENT:** Mayor John Carter (HWTM), Cr Ann Court, Cr David Clendon, Cr Dave Collard, Cr Felicity Foy, Cr Mate Radich, Cr Rachel Smith, Cr Kelly Stratford, Cr Moko Tepania, Cr John Vujcich

**IN ATTENDANCE:** Mike Edmonds (Member), Adele Gardner (Te Hiku Community Board Chairperson), Belinda Ward (Bay of Islands-Whangaroa Community Board)

**STAFF PRESENT:** Shaun Clarke (Chief Executive Officer), William J Taylor, MBE (General Manager Corporate Services), Dean Myburgh (General Manager District Services), Andy Finch (General Manager Infrastructure and Asset Management), Darren Edwards (General Manager Strategic Planning and Policy)

**1 KARAKIA TIMATANGA / OPENING PRAYER**

His Worship the Mayor commenced the meeting and Cr Smith opened with a prayer.

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

Nil

**3 NGĀ TONO KŌRERO / DEPUTATION**

Nil

**4 NGĀ KŌRERO A TE KOROMATUA / MAYORAL ANNOUNCEMENTS**

Nil

**5 NGĀ RIPOATA / REPORTS**

**5.1 KERIKERI WATER BILLING UNDER COVID-19 ALERT LEVEL 4 SHUTDOWN**

Agenda item 5.1 document number A3373028, pages 12 - 14 refers

**RESOLUTION 2021/51**

Moved: Mayor John Carter

Seconded: Cr Rachel Smith

**That Council:**

- a) approve not invoicing Kerikeri water customers in September 2021.**
- b) approve the issue of one invoice only in March 2022.**
- c) approve staff working with consumers on payment plans to alleviate the impact of only invoicing once in 2021/2022.**

In Favour: Crs John Carter, Ann Court, David Clendon, Dave Collard, Felicity Foy, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

<b>CARRIED</b>
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**6 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

Chief Executive Shaun Clarke closed the meeting with a karakia.

**7 MEETING CLOSE**

The meeting closed at 1:14 pm.

The minutes of this meeting will be confirmed at the Council Meeting held on 27 October 2021.

.....  
**CHAIRPERSON**

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE HELD VIRTUALLY VIA MICROSOFT TEAMS  
ON THURSDAY, 23 SEPTEMBER 2021 AT 10.00 AM**

**PRESENT:** Mayor John Carter (HWTM), Cr Ann Court, Cr David Clendon, Cr Dave Collard, Cr Felicity Foy, Cr Mate Radich, Cr Rachel Smith, Cr Kelly Stratford, Cr Moko Tepania, Cr John Vujcich

**IN ATTENDANCE:** Mike Edmonds (Kaikohe-Hokianga Community Board Chairperson), Adele Gardner (Te Hiku Community Board Chairperson), Belinda Ward (Bay of Islands-Whangaroa Community Board)

**STAFF PRESENT:** Shaun Clarke (Chief Executive Officer), William J Taylor, MBE (General Manager Corporate Services), Dean Myburgh (General Manager District Services), Andy Finch (General Manager Infrastructure and Asset Management), Darren Edwards (General Manager Strategic Planning and Policy)

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Councillor Moko Tepania commenced the meeting with the Council prayer in Te Reo Māori.

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

Councillor Smith declared a conflict of interest for Item 6.6 – Exemption to be Granted – Section 7 of the Local Government Act 2002 – Council Controlled Organisations.

**3 NGĀ TONO KŌRERO / DEPUTATION**

Nil.

**4 NGĀ KŌRERO A TE KOROMATUA / MAYORAL ANNOUNCEMENTS**

- Ongoing discussion in regards to Three Waters and the future of local Government.
  - o Local Government New Zealand will be holding a meeting next week to discuss this further.
  - o Staff are preparing a report on Three Waters to present to council which will be passed on the Central Government.
  - o Northland Mayoral Forum are also drafting a paper to send to the Central Government.
- COVID-19, there has been a slight softening in rules and allowing travel through Auckland for those with sick or dying family members.
- Committee papers being escalated to Council for a decision will no longer be duplicated on Council Agendas, instead the full report will be referenced and a link provided to the Committee meeting agenda.
- Councillor Foy will now join Councillors Stratford and Clendon on the digital hui panel on heritage areas.
- Noted Item 6.5 – Housing for the Elderly, Oxford Street, Kaitaia was not included in the order paper, but included in the agenda.

## 5 CONFIRMATION OF PREVIOUS MINUTES

### 5.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 5.1 document number A3052385, pages 12 - 24 refers.

#### **RESOLUTION 2021/52**

Moved: Mayor John Carter

Seconded: Cr Rachel Smith

**That Council confirms the minutes of the Council meeting held 12 August 2021 as a true and correct record.**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, Crs David Clendon, Dave Collard, Felicity Foy, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

**CARRIED**

## 6 REPORTS

### 6.1 VEHICLE CROSSINGS BYLAW - RECOMMENDATIONS FOR MAKING NEW BYLAW

Agenda item 6.1 document number A3380268, pages 25 - 63 refers.

#### **RESOLUTION 2021/53**

Moved: Cr Rachel Smith

Seconded: Cr Dave Collard

**That Council:**

**a) agree to the recommendations in the Staff report on submissions and recommendations for consideration in Attachment 1 that:**

**i) No changes are made to clauses 12, 15, 16, 18, 21, 22 and 23 in the draft bylaw.**

**ii) Clause 4 is changed by:**

**1) Adding the words “reconstruction, upgrading and relocation” after the word “construction”**

**2) Deleting the words “and repair” after the words “and relocation”;**

**3) Inserting the word “vehicular” after the words “vehicle crossings giving”;**

**4) Adding the words “or another design approved by the council” after “engineering standards for vehicle crossings”.**

**iii) Clause 5 is changed by:**

**1) Deleting the definition of berm;**

**2) Adding to the definition of vehicle crossing, the words “, but does not include paddock entrances with less than ten (10) stock movements per month” after “accessing the property”;**

**3) Deleting subclause (2) and replacing with a new Clause 2:**

**“2. Related information boxes**

**Boxes headed ‘Related information’ in this bylaw are for information purposes only, and –**

- (a) they do not form part of the bylaw; and
  - (b) cannot be considered in the interpretation or application of a provision of this bylaw; and
  - (c) may be inserted, amended or removed without formality”
- 4) Adding a “related information box” referring to a new diagram to supplement the written definition of a vehicle crossing:  
 “The terminology associated with vehicle crossings is illustrated in diagram 1 in the Schedule to this bylaw”.
- iv) Clause 6 is changed by:
  - 1) In subclause (1), deleting the word “widen” and replacing with the word “upgrade”;
  - 2) In subclause (2), replacing the word “widened” with “upgraded”;
  - 3) In subclause (2), adding the words: “, or permission has been granted by the council for a private road or right-of-way under section 348 of the Local Government Act 1974” after “has been granted for this work”;
  - 4) Adding a new subclause (3): “An approval is not required to conduct minor repairs or to maintain a vehicle crossing”;
  - 5) Adding further information to the “related information” box as follows:  
 “Approvals are required for:
    - Construction i.e. building a new vehicle crossing
    - Reconstruction i.e. rebuilding a crossing which is broken and/or not fit for purpose
    - Upgrading e.g. widening a crossing, replacing metal with tarseal, replacing a culvert, or making safety improvements to a crossing
    - Relocating i.e. moving a crossing from one place to another.
 Approvals are not required for:
    - Minor repairs i.e. refurbishing a crossing that is showing signs of wear and tear but is not broken (such as repairing a pothole)
    - Maintenance e.g. resealing the surface of the crossing with existing seal material or cleaning a culvert.
 Whether or not an approval is required for work on the vehicle crossing, a Work Access Permit is required for all work on the road corridor (see clause 17). This is required under the National Code of Practice for Utility Operators' Access to Transport Corridors”.
- v) Clause 7 is changed by:
  - 1) Adding “or other council-approved design” after “appropriate engineering standard”;
  - 2) Adding “Council will respond to the applicant in 30 working days or less” after “the proposed vehicle crossing”.
- vi) Clause 8 is changed by:
  - 1) Adding the words “in its sole discretion” after “may grant an approval”;
  - 2) Adding the words “or other design approved by the council” after “the appropriate engineering standard”;

- 3) Adding a new paragraph (b): “the council is satisfied that the proposed vehicle crossing will not cause undue impacts involving road safety or damage to the environment”.
- vii) Clause 9 is changed by:
- 1) Adding the words “or other design approved by the council” after “appropriate engineering standard” in paragraph (a);
  - 2) Adding the words “or other design approved by the council” after “specified engineering standard” in paragraph (b);
  - 3) Replacing the word “mention” with “notice” in paragraph (b).
- viii) Clause 10 is changed by:
- 1) Adding a “related information box” below paragraph (a).  
“Chapter 15 of the District Plan (‘Transportation’) covers areas such as parking and access to private properties including where access is permitted and not permitted. It lists the criteria that will be used to assess road access such as traffic safety and congestion, foreseeable future changes to traffic patterns in the area, and the safety of pedestrians, disabled persons and cyclists, etc.”;
  - 2) Adding the words “the positioning of grates, and compliance with any covenants relating to the site” after “sump or utility connection” in paragraph (b).
- ix) Clause 11 is changed by:
- 1) Adding the words “at a time” after “twelve (12) months” in subclause (1);
  - 2) Adding a “related information box” after subclause (2):  
“If a temporary crossing is not being used currently but will be used again in many years’ time, as is common in the forestry industry, it will not have fulfilled its purpose and there is no need to remove the crossing unless it is unsafe or is causing damage to the road or drainage system”.
- x) Clause 13 is changed by:
- 1) Deleting the words “twelve (12) months” and replacing with the words “3 years” in subclauses (1) and (2).
- xi) Clause 14 is changed by:
- 1) Deleting the words “to another person or” and add the words “or to a different location at the property concerned” after the words “to another property” in subclause (2);
  - 2) Adding a new subclause (3): “Approvals may be transferred to another person at the same property, such as a new property owner, if the council has been notified in writing of this transfer”.
- xii) Clause 19 is changed by:
- 1) Deleting the word ‘repair’ from subclause (1);
  - 2) Adding a new subclause (2): “Before issuing a written notice, the council will consult with the property owner regarding the best course of action. This discussion will cover observed issues with the vehicle crossing such as safety concerns, and the crossing’s current and intended future use”.
- xiii) Clause 20 is changed by:
- 1) Adding a new subclause (2): “Before issuing a written notice, the council will consult with the property owner regarding the best course of action. This discussion will cover why the council considers the vehicle crossing

is redundant or in excess of the reasonable requirements of the owner or occupier and will ascertain what is the crossing's current and intended future use, if any".

**b) agree the Vehicle Crossings Bylaw in Attachment 2:**

- i) is the most appropriate form of bylaw; and
- ii) does not give rise to any implications under the New Zealand Bill of Rights Act 1990.

**c) under section 145 of the Local Government Act 2002 and section 22AB(zk) of the Land Transport Act 1998, make the Vehicle Crossings Bylaw in Attachment 2.**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, Crs David Clendon, Dave Collard, Felicity Foy, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

**CARRIED**

## **6.2 TREATED WATER SUPPLY BYLAW - RECOMMENDATIONS FOR MAKING NEW BYLAW**

Agenda item 6.2 document number A3380339, pages 64 - 118 refers.

### **RESOLUTION 2021/54**

Moved: Mayor John Carter

Seconded: Cr Rachel Smith

**That Council:**

**a) agree to the recommendations in the Staff report on submissions and recommendations for consideration in Attachment 1 that:**

- i) No changes are made to clauses 6, 8, 10, 16, 17 to 19, 24, 26 to 30, 32 and 36 in the draft bylaw.

- ii) Clause 4 is changed by:

- 1) Adding the words "This applies to the supply of treated water from council-owned water schemes, not privately owned schemes." after "from misuse":

- iii) Clause 5 is changed by:

- 1) Adding a new definition:

"Drinking water emergency means a situation where water supply restrictions or interruptions may arise from:

- (a) water supply shortage or drought; or
- (b) water supply contamination or pollution; or
- (c) water supply infrastructure emergency repair; or
- (d) a natural failure or disruption to water supply which may endanger public health.

These emergencies may be initiated by the following authorities: The Minister of Health, the Medical Officer of Health, the Regional Council, the Council, and the Civil Defence Emergency Management Group".

- 2) Adding a new "related information" box:



**“In section 4 of the Civil Defence Emergency Management Act 2002 the definition of emergency includes failure or disruption to a lifeline utility. An entity that supplies or distributes water to inhabitants of a city or district is a lifeline utility.**

**Section 69S of the Health Act 1956 provides the council may restrict or interrupt the supply of water in the event of emergency repairs but must notify the Medical Officer of Health within 24 hours and take all practicable steps to advise affected persons.**

**Section S69T of the Health Act 1956 provides the council must notify authorities if it identifies or foresees a risk to the adequate supply of drinking water and request these authorities apply their powers to mitigate the water supply risk. The authorities include the Medical Officer of Health, Fire and Emergency New Zealand, and the Northland Regional Council.**

**S69ZZA of the Health Act 1956 provides for the Minister of Health to declare a drinking water emergency if there is a serious risk of harm to public health arising from drinking water or if there is a lack of drinking water available.**

**Section 329 of the Resource Management Act 1991 provides the Northland Regional Council the right to issue water shortage directions which may restrict water takes”.**

**3) Deleting subclause 5(2) and replacing with a new clause (clause 2):**

**“2. Related information boxes**

**Boxes headed “Related information” in this bylaw are for information purposes only, and –**

**(a) they do not form part of this bylaw; and**

**(b) cannot be considered in the interpretation or application of a provision of this bylaw; and**

**(c) may be inserted, amended or removed without any formality.”**

**iv) Clause 7 is changed by:**

**1) Adding the following “related information” box after subclause (3):**

**“Approximately 400mm of the service pipe between the meter reader and the customer’s pipe is technically on council-owned property. Any work required by the customer on this section of the customer’s pipe is acceptable to the council”**

**v) Clause 9 is changed by:**

**1) Adding the words: “Customers can receive both ordinary and extraordinary supply” at the end of the existing “related information” box.**

**vi) Clause 11 is changed by:**

**1) Adding a new subclause “(3) A person who wants water supplied under subclause (1)(a) must be registered with the drinking water regulator”;**

**2) Adding a “related information” box after the new subclause (3):**

**“The Director General of Health maintains the drinking water register. Under section 69G of the Health Act 1956, the drinking water register means the register of drinking water suppliers and supplies maintained under section 69J of the Health Act 1956, which includes bulk water carriers”**

**vii) Clause 12 is changed by:**

- 1) Adding a “related information” box after subclause (2):  
“Section 69S(3) of the Health Act 1956 states a maximum timeframe of 8 hours for a planned interruption to supply, after which the supplier must have taken all reasonable steps to notify affected parties”.
- viii) Clause 13 is changed by:
  - 1) Adding a new “related information” box:  
“The council applies a tolerance of  $\pm 3\%$  to determine whether a customer’s water meter is reading correctly or incorrectly”.
- ix) Clause 14 is changed by:
  - 1) Adding the words “, excluding drinking water” after the words “treated water” in subclause (1);
  - 2) Adding the following words to the “related information” box:  
“The Council can put in place treated water restrictions for health and safety reasons under section 145 of the Local Government Act 2002 as a precautionary step to avoid running out of water. As of June 2021, these restrictions are explained on the waterwise website (Be water wise | Be water wise Northland), as follows:  
  
Level Two: No sprinklers  
  
Level Three: No hoses or sprinklers  
  
Level Four: Essential use only - water supplied can only be used for drinking or cooking, to wash clothes and take showers”.
- x) Clause 15 is changed by:
  - 1) Replacing subclause (1) with: “During a drinking water emergency, the council may restrict, interrupt or prohibit the use of treated water.”;
  - 2) Adding a “related information” box after subclause (2):  
“Examples of a drinking water emergency are when:
    - drought or water supply shortage has been identified;
    - water supply has been polluted or contaminated;
    - water supply infrastructure requires emergency repairs;
    - a natural failure or a disruption to the water supply occurs which is likely to endanger public health”.
- xi) Clause 21 is changed by:
  - 1) Replacing the words “in accordance with the following criteria” with “by considering the following matters”;
  - 2) Replacing the word “assess” with “consider” in subclauses (2), (3), (4) and (5).
- xii) Clause 22 is changed by:
  - 1) In subclause (1) adding the words “or decline” after “may grant” and replacing the words “if it is satisfied the application meets the assessment criteria” with “at its sole discretion based on consideration of the factors”;
  - 2) Deleting subclause (2) “The council may decline an application for an approval if it does not meet the assessment criteria in clause 22”.
- xiii) Clause 23 is changed by:

- 1) Adding “, except where drinking water is involved” after “may be supplied” in paragraph (c).
- xiv) Clause 25 is changed by:
  - 1) Adding a new paragraph (b) in subclause (2) “providing any information requested by the council to demonstrate that any conditions under Clause 23 continue to be met”;
  - 2) Adding a new subclause (2) “An application for renewal must be made in the same manner as an application for an approval, with any necessary modifications”;
  - 3) Adding a new subclause (3) “The application for renewal will be assessed based on consideration of the factors described in clause 21”.
- xv) Clause 26 is changed by:
  - 1) Adding a new subclause (3) “The application for amendment will be assessed based on consideration of the factors described in clause 21”.
- xvi) Clause 28 is changed by:
  - 1) Adding the words “or the health and safety of any person” after “the water supply system” in subclause (1) paragraph (b).
- xvii) Clause 31 is changed by:
  - 1) In subclause (3) deleting the words “5 working days” and substituting “10 working days, except if the notice is given under subclause (2)(c), where the customer must comply within 5 working days”;
  - 2) In subclause (4) deleting the word “shall” and substituting the word “must”.
- xviii) Clause 35 is changed by:
  - 1) Deleting the amount “\$20,0000” and substituting the amount “\$20,000”.
- xix) Clause 37 is changed by:
  - 1) In subclause (1) adding the words “, except for ordinary supply approvals,” after the words “in clause 36”.

b) agree the Treated Water Supply Bylaw in attachment 2:

- i) is the most appropriate form of bylaw; and
- ii) the bylaw provisions are considered reasonable limits on the rights in the New Zealand Bill of Rights Act 1990.

c) under sections 145 and 146 of the Local Government Act 2002, make the Treated Water Supply Bylaw in Attachment 2.

In Favour: Mayor John Carter, Deputy Mayor Ann Court, Crs David Clendon, Dave Collard, Felicity Foy, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

**CARRIED**

### 6.3 APPOINTED MEMBER ALLOWANCES POLICY

Agenda item 6.3 document number A3298961, pages 119 - 125 refers.

**RESOLUTION 2021/55**

Moved: Mayor John Carter

Seconded: Cr Kelly Stratford

**That Council adopts the Appointed Members Allowances Policy.**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, Crs David Clendon, Dave Collard, Felicity Foy, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Cr Mate Radich

**CARRIED**

Note: Councillors request an update be provided offline once all Northland Councils have adopted their Appointed Member Allowances Policy.

#### **6.4 UPDATE OF POLICY - APPOINTMENT OF DIRECTORS TO COUNCIL ORGANISATIONS**

Agenda item 6.4 document number A3382028, pages 126 - 134 refers.

##### **RESOLUTION 2021/56**

Moved: Cr John Vujcich

Seconded: Cr Dave Collard

**That Council approve the updated Policy 2117 – Appointment and Remuneration of Directors for Council Organisations.**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, Crs David Clendon, Dave Collard, Felicity Foy, Rachel Smith, Moko Tepania and John Vujcich

Against: Cr Kelly Stratford

Abstained: Cr Mate Radich

**CARRIED**

#### **6.5 HOUSING FOR THE ELDERLY, OXFORD STREET, KAITAIA**

Agenda item 6.5 document number A3368007, pages 135 – 160 refers.

##### **RESOLUTION 2021/57**

Moved: Cr Felicity Foy

Seconded: Cr Dave Collard

**That Council:**

- a) **approves Option 2 to demolish the units at Lot 25, DP13820 – Oxford Street, Kaitaia due to structural deficiencies which make these units unsafe for habitation.**
- b) **approves an Operational budget of \$60,000 for the demolition of the units at Lot 25, DP13820 – Oxford Street, Kaitaia and;**
- c) **leaves the site vacant pending future work on divestment of the Housing for the Elderly portfolio**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, Crs David Clendon, Dave Collard, Felicity Foy, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

Abstained: Cr Mate Radich

**CARRIED**

Note: Staff would look at future options for the Oxford Street property, additional to the context of the housing for the elderly rationalisation project by Far North District Council.

## **6.6 EXEMPTION TO BE GRANTED - SECTION 7 OF THE LOCAL GOVERNMENT ACT 2002 - COUNCIL CONTROLLED ORGANISATIONS**

Agenda item 6.6 document number A3279339, pages 161 - 164 refers.

### **RESOLUTION 2021/58**

Moved: Mayor John Carter

Seconded: Cr Moko Tepania

**That Council grant the following exemptions under Section 7 of the Local Government Act 2002:**

- a) Roland's Wood Trust is exempt under Section 7(3)-(5) of the Local Government Act 2002 on the grounds that the Trust is considered to be "a small organisation";**
- b) Te Ahu Charitable Trust is exempt under Section 7(3)-(5) of the Local Government Act 2002 on the grounds that the Trust is considered to be "a small organisation";**
- c) Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust is exempt under Section 7(3)-(5) of the Local Government Act 2002 on the grounds that the Trust is considered to be "a small organisation";**
- d) where the Trust Deeds requires financial statements to be prepared and an auditor appointed, the organisations are not exempted from these requirements and audited accounts must be presented to Council within six (6) months of the organisation's balance date.**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, Crs David Clendon, Dave Collard, Felicity Foy, Mate Radich, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

Abstained: Cr Rachel Smith

**CARRIED**

## **6.7 UPDATE ALTERNATE ON NORTHLAND REGIONAL COUNCIL CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP**

Agenda item 6.7 document number A3384332, pages 165 - 167 refers.

### **RESOLUTION 2021/59**

Moved: Mayor John Carter

Seconded: Cr John Vujcich

**That Council agree to appoint Councillor Stratford as the alternate to the Civil Defence Emergency Management Group on behalf of Far North District Council.**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, Crs David Clendon, Dave Collard, Felicity Foy, Mate Radich, Rachel Smith, Moko Tepania and John Vujcich

Against: Nil

Abstained: Cr Kelly Stratford

**CARRIED**

**6.8 2021 MEETING SCHEDULE AMENDMENT**

Agenda item 6.8 document number A3382579, pages 168 - 171 refers.

**RESOLUTION 2021/60**

Moved: Mayor John Carter

Seconded: Cr Kelly Stratford

**That Council adopt the amended 2021 calendar as attached.**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, Crs David Clendon, Dave Collard, Felicity Foy, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

**CARRIED**

**6.9 NOMINATION OF ELECTED MEMBERS TO THE RANGITANE MARITIME DEVELOPMENT AND OTAWERE WATER STORAGE RESERVOIR HEARINGS PANELS**

Supplementary Agenda item 6.9 document number A3396644, pages 4 - 7 refers.

**RESOLUTION 2021/61**

Moved: Mayor John Carter

Seconded: Cr John Vujcich

**That Council nominate:**

- a) Councillor David Clendon as the Elected Member nominee for the Otawere Water Storage Reservoir Fast Track Consenting Project Panel; and**
- b) One Independent Hearings Commissioner as nominee for the Rangitane Maritime Development Fast Track Consenting Project Panel.**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, Crs Dave Collard, Felicity Foy, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

Abstained: Cr David Clendon

**CARRIED**

**7 INFORMATION REPORTS****7.1 COMMUNITY BOARD UPDATES SEPTEMBER 2021**

Agenda item 7.1 document number A3377000, pages 172 - 203 refers.

**RESOLUTION 2021/62**

Moved: Mayor John Carter

Seconded: Cr John Vujcich

**That Council note the following Community Board minutes:**

- a) Te Hiku Community Board, 24 August 2021.**

**b) Kaikohe-Hokianga Community Board, 04 August 2021.****c) Bay of Islands-Whangaroa Community Board, 5 August 2021 and 02 September 2021.**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, Crs David Clendon, Dave Collard, Felicity Foy, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

**CARRIED****7.2 COUNCIL ACTION SHEET UPDATE SEPTEMBER 2021**

Agenda item 7.2 document number A3376599, pages 204 - 211 refers.

**RESOLUTION 2021/63**

Moved: Mayor John Carter

Seconded: Cr John Vujcich

**That Council receive the report Action Sheet Update September 2021.**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, Crs David Clendon, Dave Collard, Felicity Foy, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

Abstained: Cr Mate Radich

**CARRIED****7.3 CEO REPORT TO COUNCIL 01 MAY 2021 - 30 JUNE 2021**

Agenda item 7.3 document number A3295206, pages 212 - 253 refers.

**RESOLUTION 2021/64**

Moved: Mayor John Carter

Seconded: Cr Moko Tepania

**That the Council receive the report CEO Report to Council 01 May 2021 - 30 June 2021**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, Crs David Clendon, Dave Collard, Felicity Foy, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

**CARRIED****8 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED****RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2021/65**

Moved: Mayor John Carter

Seconded: Cr Moko Tepania

**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
<b>8.1 - Confirmation of Previous Minutes - Public Excluded</b>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</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>	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
<b>8.2 - Rating Sale Te Hiku</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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
<b>8.3 - Coopers Beach Youth Camp - Remission Request</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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
<b>8.4 - Kaitaia Water Project</b>	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



<u>In Favour:</u>	Mayor John Carter, Deputy Mayor Ann Court, Crs David Clendon, Dave Collard, Felicity Foy, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich
<u>Against:</u>	Nil
<b>CARRIED</b>	

**CONFIRMATION OF INFORMATION AND DECISIONS TO BE RELEASED IN PUBLIC****RESOLUTION 2021/57**

Moved: Mayor John Carter

Seconded: Cr Moko Tepania

**That Council confirms the following decisions contained in the part of the meeting held with public excluded be restated in public meeting as follows:**

**8.2 Rating Sale Te Hiku**

***That the Council endorse the commencement of the rating sale process to collect the outstanding rates and costs of \$REDACTED in relation to REDACTED, Kaitaia.***

In Favour: Mayor John Carter, Deputy Mayor Ann Court, Crs David Clendon, Dave Collard, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Cr Mate Radich

Abstained: Cr Felicity Foy

**CARRIED****9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

Member Moko Tepania closed the meeting with a karakia/prayer.

**10 MEETING CLOSE**

The meeting closed at 1.28 pm.

The minutes of this meeting will be confirmed at the Ordinary Council meeting held on 27 October 2021.

.....  
**CHAIRPERSON**

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE VIRTUALLY VIA MICROSOFT TEAMS  
ON THURSDAY, 21 OCTOBER 2021 AT 1.00 PM**

**PRESENT:** Mayor John Carter (HWTM), Deputy Mayor Ann Court, Cr David Clendon, Cr Dave Collard, Cr Felicity Foy, Cr Mate Radich, Cr Rachel Smith, Cr Kelly Stratford, Cr Moko Tepania, Cr John Vujcich

**IN ATTENDANCE:** Mike Edmonds (Member), Adele Gardner (Te Hiku Community Board Chairperson), Belinda Ward (Bay of Islands-Whangaroa Community Board), Dale Ofoske (Electoral Officer), William J Taylor, MBE (Chief Executive Officer, Acting), Dean Myburgh (General Manager District Services), Andy Finch (General Manager Infrastructure and Asset Management), Darren Edwards (General Manager Strategic Planning and Policy)

**1 KARAKIA TIMATANGA / OPENING PRAYER**

His Worship the Mayor commenced the meeting with a prayer.

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

Nil

**3 NGĀ TONO KŌRERO / DEPUTATION**

Nil

**4 NGĀ KŌRERO A TE KOROMATUA / MAYORAL ANNOUNCEMENTS**

Nil

**5 REPORTS**

**5.1 REPRESENTATION REVIEW 2021 - DELIBERATION ON SUBMISSIONS**

Agenda item 5.1 document number A3413095, pages 12 - 46 refers.

**RESOLUTION 2021/52**

Moved: Mayor John Carter

Seconded: Deputy Mayor Ann Court

**That Council:**

**a) note the 129 valid submissions received on the Representation Review Initial Proposal for the 2022 triennial local government elections;**

**b) in deliberating on submissions relating to the Representation Review Initial Proposal for the 2022 triennial local government elections makes the following amendments to its initial proposal:**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, David Clendon, Dave Collard, Felicity Foy, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

**CARRIED**

**4.1 ONE GENERAL WARD AND ONE MĀORI WARD WITH AT LARGE VOTING****MOTION**

Moved: Cr Moko Tepania

Seconded: Deputy Mayor Ann Court

That Council amend the initial proposal to establish one general ward and one Māori ward for the 2022 Election.

In Favour: Deputy Mayor Ann Court, Rachel Smith and Moko Tepania

Against: Mayor John Carter, David Clendon, Dave Collard, Felicity Foy, Mate Radich, Kelly Stratford and John Vujcich

**LOST 3/7**

**MOTION**

Moved: Cr Felicity Foy

Seconded: Cr Dave Collard

That Council amend the initial proposal to establish 3 Māori wards, following the general ward boundaries.

In Favour: Dave Collard and Felicity Foy

Against: Mayor John Carter, Deputy Mayor Ann Court, David Clendon, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Abstained: Mate Radich

**LOST 2/7**

**3.15 DO YOU AGREE WITH COUNCIL'S PROPOSAL TO INCREASE THE NUMBER OF COUNCILLORS FROM NINE TO TEN?****MOTION**

Moved: Cr Mate Radich

Seconded: Cr Kelly Stratford

That Council amend the initial proposal to 12 councillors:

i. 8 General

ii. 4 Māori

In Favour: Dave Collard, Mate Radich and Kelly Stratford

Against: Mayor John Carter, Deputy Mayor Ann Court, David Clendon, Felicity Foy, Rachel Smith, Moko Tepania and John Vujcich

**LOST 3/7**

**MOTION**

Moved: Deputy Mayor Ann Court

Seconded: Cr Moko Tepania

That Council amend the initial proposal to 14 councillors:

- i. 9 General
- ii. 5 Māori

In Favour: Deputy Mayor Ann Court

Against: Mayor John Carter, David Clendon, Dave Collard, Felicity Foy, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

**LOST 1/9**

**MOTION**

Moved: Cr Moko Tepania

Seconded: Cr John Vujcich

That Council amend the initial proposal to 20 councillors:

- i. 12 General
- ii. 8 Māori

In Favour: Deputy Mayor Ann Court, Rachel Smith, Moko Tepania and John Vujcich

Against: Mayor John Carter, David Clendon, Dave Collard, Felicity Foy, Mate Radich and Kelly Stratford

**LOST 4/6**

**MOTION**

Moved: Cr Felicity Foy

Seconded: Mayor John Carter

That Council amend the initial proposal to 9 councillors:

- i. 6 General
- ii. 3 Māori

In Favour: Dave Collard, Felicity Foy and Mate Radich

Against: Mayor John Carter, Deputy Mayor Ann Court, David Clendon, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

**LOST 3/7**

At 2:35 pm, Cr Mate Radich left the meeting.

At 2:41 pm, Cr David Clendon left the meeting due to technical difficulties.

### **3.1 DO YOU SUPPORT ALL OF AWANUI BEING INCLUDED IN THE WHATUWHIWHI SUBDIVISION?**

**MOTION**

Moved: Cr Felicity Foy  
Seconded: Cr Dave Collard

That Council amend the initial proposal to move all of Awanui to North Cape subdivision.

In Favour: Dave Collard, Felicity Foy and John Vujcich

Against: Mayor John Carter, Deputy Mayor Ann Court, Rachel Smith, Kelly Stratford and Moko Tepania

**LOST 3/5**

At 2:44 pm, Cr David Clendon returned to the meeting.

**3.7 DO YOU SUPPORT THE ESTABLISHMENT OF A NEW WAIPAPA SUBDIVISION  
WITHIN THE BAY OF ISLANDS-WHANGAROA WARD?**

**RESOLUTION 2021/53**

Moved: Mayor John Carter  
Seconded: Cr Rachel Smith

**That Council amend the initial proposal to adopt Option 1 - Alter Te Pēwhairangi-Whangaroa Community Board subdivision boundaries as follows:**

**a) Meshblocks 0044008 and 4010073 to be added to the Kerikeri Subdivision from the Waipapa Subdivision.**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, David Clendon, Dave Collard, Felicity Foy, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

**CARRIED**

Deputy Mayor Ann Court declared conflict of interest on item 3.8 in the agenda.

**3.10 DO YOU SUPPORT MAROMĀKŪ AND WAIOMIO MOVING TO THE RUSSELL-ŌPUA  
SUBDIVISION?**

**RESOLUTION 2021/54**

Moved: Cr Kelly Stratford  
Seconded: Cr Rachel Smith

**That Council amend the initial proposal to alter Te Pēwhairangi-Whangaroa Community Board subdivision boundaries as follows;**

**a) Meshblocks 0046100, 0046400, 0046700, 0046801, 0047801 to be added to the Kawakawa-Moerewa Subdivision from the Russell-Ōpua Subdivision.**

**to recognise Maromākū and Waiomio as communities of interest within the Kawakawa-Moerewa subdivision rather than the Russell-Ōpua subdivision and that Council note that it will be non-compliant with the +/- 10% rule but can be justified by not splitting communities of interest.**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, David Clendon, Dave Collard, Felicity Foy, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

**CARRIED**

**3.11 DO YOU SUPPORT RENAMING THE BAY OF ISLANDS-WHANGAROA WARD TO ITS MĀORI NAME, TE PĒWHAIRANGI-WHANGAROA?**

**RESOLUTION 2021/55**

Moved: Cr Rachel Smith

Seconded: Cr David Clendon

**That Council amend the initial proposal and Te Pēwhairangi-Whangaroa be changed to Bay of Islands-Whangaroa (retain the existing ward name).**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, David Clendon, Dave Collard, Felicity Foy, Rachel Smith, Kelly Stratford and John Vujcich

Against: Moko Tepania

**CARRIED**

**6 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

Cr Moko Tepania closed with a karakia.

**7 MEETING CLOSE**

**The meeting closed at 3:15 pm.**

**The minutes of this meeting will be confirmed at the Council Meeting held on 4 November 2021.**

.....  
**CHAIRPERSON**

## 6 REPORTS

### 6.1 COMMITTEE RECOMMENDATIONS AND RESOLUTIONS - OCTOBER 2021

**File Number:** A3450795

**Author:** Marlema Baker, Meetings Administrator

**Authoriser:** Aisha Huriwai, Team Leader Democracy Services

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To increase governance oversight of Committee resolutions and discussion. And communicate recommendations from Committees to Council.

#### WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- This report includes 6 recommendations to Council from the Strategy and Policy Committee.
- Links to the agendas containing the reports that formed the basis of recommendations are included in this report.
- No other Committee resolved to recommend to Council in their public session.
- Copies of the Committee meeting minutes are attached for information.

#### TŪTOHUNGA / RECOMMENDATION

**That Council:**

- a) adopt the Far North 2100 Strategy.**
- b) agree the Road Speed Limit Policy continue without amendment.**
- c) agree the Community Initiated Infrastructure – Roothing Contributions Policy, and the Limits of Council Responsibility for Formation / Maintenance of Roads Policy be continued with amendment.**
- d) agree the Dust Management Policy, Private Roads and Rights of Way Policy, Road Maintenance Policy, and Road Mirrors – Private Crossings Policy be revoked.**
- e) agree to develop a new Naming Policy for roads, open spaces, and Council facilities.**
- f) support in principle the Far North Spaces and Places Plan as the plan to implement Kōkiri ai Te Waka Hourua 2021-2030; and that an enablement plan be developed in support of the 2022 Annual Plan.**

#### TĀHUHU KŌRERO / BACKGROUND

This report is a new addition to the Council agenda in an effort to provide greater governance oversight of discussions that occur at Committee meetings and to avoid duplication of reading for Councillors for decisions that are recommended to them from each Committee meeting.

Copies of Committee meeting minutes that have occurred since the last Council meeting are attached for information.

From time to time, Committee's discuss items that are outside their delegations. This report when necessary, will highlight recommendations from each Committee to Council for decision.

Information about Council, Committee or Community Board meetings is publicly available at <https://infocouncil.fndc.govt.nz/>

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




Since the last Council meeting the following Committee meetings have occurred:

<p><b>12 October 2021 – Regulatory Compliance Committee meeting</b></p> <p><a href="#">Link to the agenda</a></p> <p>No recommendations to Council</p>
<p><b>13 October 2021 – Infrastructure Committee meeting</b></p> <p><a href="#">Link to the agenda</a></p> <p>No recommendations to Council</p>
<p><b>19 October 2021 – Strategy and Policy Committee meeting</b></p> <p><a href="#">Link to the agenda</a></p> <p>The Strategy and Policy Committee made a total of 6 recommendations to Council.</p> <p>The recommendations are listed below as well as in the recommendation above</p> <ul style="list-style-type: none"> <li>• adopt the Far North 2100 Strategy.</li> <li>• agree the Road Speed Limit Policy continue without amendment.</li> <li>• agree the Community Initiated Infrastructure – Roding Contributions Policy, and the Limits of Council Responsibility for Formation / Maintenance of Roads Policy be continued with amendment.</li> <li>• agree the Dust Management Policy, Private Roads and Rights of Way Policy, Road Maintenance Policy, and Road Mirrors – Private Crossings Policy be revoked.</li> <li>• agree to develop a new Naming Policy for roads, open spaces, and Council facilities.</li> <li>• support in principle the Far North Spaces and Places Plan as the plan to implement Kōkiri ai Te Waka Hourua 2021-2030; and that an enablement plan be developed in support of the 2022 Annual Plan.</li> </ul>
<p><b>20 October 2021 – Assurance Risk and Finance Committee meeting</b></p> <p><a href="#">Link to the agenda</a></p> <p>No recommendations to Council</p>

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

This report does not intend to repeat the financial implications, options or decision-making requirements for the recommendations listed. Please review the agendas via the provided links for further information.

**ĀPITI HANGA / ATTACHMENTS**

1. **Regulatory Compliance Minutes - 12 October 2021 - A3433699** [↓](#) 
2. **Infrastructure Committee Minutes - 13 October 2021 - A3437429** [↓](#) 
3. **Strategy and Policy Minutes - 19 October 2021 - A3444400** [↓](#) 
4. **Assurance, Risk and Finance Minutes - 20 October 2021 - A3442633** [↓](#) 



**MINUTES OF FAR NORTH DISTRICT COUNCIL  
REGULATORY COMPLIANCE COMMITTEE MEETING  
HELD AT THE HELD VIRTUALLY VIA MICROSOFT TEAMS  
ON TUESDAY, 12 OCTOBER 2021 AT 1.00 PM**

**PRESENT:** Chairperson Kelly Stratford, Cr Dave Collard, Mayor John Carter (HWTM), Deputy Mayor Ann Court, Cr Rachel Smith, Cr John Vujcich, Member Belinda Ward

**IN ATTENDANCE:** Shaun Clarke (Chief Executive Officer), William J Taylor, MBE (General Manager Corporate Services), Dean Myburgh (General Manager Districts Services), Andy Finch (General Manager Infrastructure and Asset Management), Darren Edwards (General Manager Strategic Planning and Policy)

**1 KARAKIA TIMATANGA – OPENING PRAYER**

Chair Kelly Stratford opened the meeting with a karakia.

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

No apologies or declarations of interest at the time of the meeting.

**3 NGĀ TONO KŌRERO / DEPUTATION**

No deputations at the time of the meeting.

**4 CONFIRMATION OF PREVIOUS MINUTES**

**4.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A3052648, pages 14 - 18 refers.

**RESOLUTION 2021/29**

Moved: Cr John Vujcich

Seconded: Cr Dave Collard

**That the Regulatory Compliance Committee confirms that the minutes of the meeting of the Committee held 7 September 2021 are a true and correct record.**

In Favour: Crs Kelly Stratford, Dave Collard, John Carter, Ann Court, Rachel Smith, John Vujcich and Belinda Ward

Against: Nil

**CARRIED**

**5 INFORMATION REPORTS**

**5.1 NOISE CONTROL AND PARKING ENFORCEMENT UPDATE**

Agenda item 5.1 document number A3404022, pages 19 - 31 refers

**RESOLUTION 2021/30**

Moved: Cr Dave Collard

Seconded: Mayor John Carter

**That the Regulatory Compliance Committee receive the report Noise Control and Parking Enforcement Update.**

In Favour: Crs Kelly Stratford, Dave Collard, John Carter, Ann Court, Rachel Smith, John Vujcich and Belinda Ward

Against: Nil

**CARRIED**

## **5.2 ENVIRONMENTAL HEALTH SERVICES: FOOD LICENSING UPDATE**

Agenda item 5.2 document number A3414998, pages 32 - 57 refers

### **RESOLUTION 2021/31**

Moved: Cr Rachel Smith

Seconded: Deputy Mayor Ann Court

**That the Regulatory Compliance Committee receive the report Environmental Health Services: Food Licensing Update.**

In Favour: Crs Kelly Stratford, Dave Collard, John Carter, Ann Court, Rachel Smith, John Vujcich and Belinda Ward

Against: Nil

**CARRIED**

## **5.3 DISTRICT SERVICES MONTHLY BUSINESS REPORT FOR AUGUST 2021**

Agenda item 5.3 document number A3428935, pages 58 - 99 refers

### **RESOLUTION 2021/32**

Moved: Deputy Mayor Ann Court

Seconded: Cr Dave Collard

**That the Regulatory Compliance Committee receive the report District Services Monthly business Report for August 2021.**

In Favour: Crs Kelly Stratford, Dave Collard, John Carter, Ann Court, Rachel Smith, John Vujcich and Belinda Ward

Against: Nil

**CARRIED**

## **5.4 REGULATORY COMPLIANCE COMMITTEE ACTION SHEET UPDATE OCTOBER 2021**

Agenda item 5.4 document number A3410304, pages 100 - 102 refers

### **RESOLUTION 2021/33**

Moved: Cr Rachel Smith

Seconded: Mayor John Carter

**That the Regulatory Compliance Committee receive the report Action Sheet Update October 2021.**

<u>In Favour:</u>	Crs Kelly Stratford, Dave Collard, John Carter, Ann Court, Rachel Smith, John Vujcich and Belinda Ward
<u>Against:</u>	Nil

**CARRIED****6 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER**

Chair Kelly Stratford closed the meeting with a karakia

**7 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 2:34 pm.

The minutes of this meeting will be confirmed at the Regulatory Compliance Committee Meeting held on 30 November 2021.

.....  
**CHAIRPERSON**

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
INFRASTRUCTURE COMMITTEE MEETING  
HELD AT THE HELD VIRTUALLY VIA MICROSOFT TEAMS  
ON WEDNESDAY, 13 OCTOBER 2021 AT 1.00 PM**

**PRESENT:** Chairperson Felicity Foy, Mayor John Carter (HWTM), Deputy Mayor Ann Court, Cr Dave Collard, Cr Rachel Smith, Cr Kelly Stratford, Cr John Vujcich, Member Mike Edmonds, Member Adele Gardner

**IN ATTENDANCE:** Shaun Clarke (Chief Executive Officer), William J Taylor, MBE (General Manager Corporate Services), Dean Myburgh (General Manager District Services), Andy Finch (General Manager Infrastructure and Asset Management), Darren Edwards (General Manager Strategic Planning and Policy)

**1 KARAKIA TIMATANGA – OPENING PRAYER**

At 1:01 pm, Cr Rachel Smith left the meeting.

Cr Kelly Stratford opened with a karakia.

At 1:04 pm, Cr Rachel Smith returned to the meeting.

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

**APOLOGY**

**APOLOGY 2021/29**

Moved: Chairperson Felicity Foy

Seconded: Cr Kelly Stratford

**That the apology for lateness received from His Worship the Mayor be accepted.**

In Favour: Deputy Mayor Ann Court, Cr Felicity Foy, Dave Collard, Cr Rachel Smith, Cr Kelly Stratford, Member Mike Edmonds, Member Adele Gardner

Against: Nil

**CARRIED**

At 1:13 pm, Cr John Vujcich joined the meeting.

**3 NGĀ TONO KŌRERO / DEPUTATION**

Mark Osborne spoke in regard to the Mangonui Waterfront project.

At 1:14 pm, Mayor John Carter joined to the meeting.

**4 CONFIRMATION OF PREVIOUS MINUTES**

**4.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A3052566, pages 14 - 17 refers.

**RESOLUTION 2021/30**

Moved: Chairperson Felicity Foy

Seconded: Cr Kelly Stratford

**That the Infrastructure Committee confirm that the minutes of the meeting held 8 September 2021 be confirmed as a true and correct record.**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, Cr Felicity Foy, Dave Collard, Cr Rachel Smith, Cr Kelly Stratford, Member Mike Edmonds, Member Adele Gardner

Against: Nil

**CARRIED**

At 1:20 pm, Cr Rachel Smith left the meeting. At 1:22 pm, Cr Rachel Smith returned to the meeting.

## **5 INFORMATION REPORTS**

### **5.1 AGREED PROCESS FOR ACQUIRING LAND**

Agenda item 5.1 document number A3299025, pages 18 - 20 refers.

#### **MOTION**

Moved: Chairperson Felicity Foy

Seconded: Mayor John Carter

That the Infrastructure Committee note that staff will use the Public Works Act 1981 process for all land and property acquisition.

#### **AMENDMENT**

Moved: Member Mike Edmonds

Seconded: Cr John Vujcich

That the definition of action under Public Works Act 1981, that is excluded from delegated authority, be understood to include any part of the process that is understood by the landowner to have possible compulsory acquisition as its endpoint.

In Favour: Cr Felicity Foy, Cr Dave Collard, Cr John Vujcich, Member Mike Edmonds and Member Adele Gardner

Against: Mayor John Carter, Deputy Mayor Ann Court and Cr Rachel Smith

Abstained: Cr Kelly Stratford

**CARRIED**

At 2:05 pm, Mayor John Carter left the meeting.

#### **MEETING ADJOURNED 2:13PM**

Moved: Cr Kelly Stratford

Seconded: Member Adele Gardner

That the meeting of Infrastructure Committee be adjourned.

**CARRIED**

The amendment became the substantive motion.

#### **RESOLUTION 2021/31**

Moved: Member Mike Edmonds

Seconded: Cr John Vujcich

**That the definition of action under Public Works Act 1981, that is excluded from delegated authority, be understood to include any part of the process that is understood by the landowner to have possible compulsory acquisition as its endpoint.**

<u>In Favour:</u>	Cr Felicity Foy, Cr Dave Collard, Cr Kelly Stratford, Cr John Vujcich, Member Mike Edmonds and Member Adele Gardner
<u>Against:</u>	Deputy Mayor Ann Court and Cr Rachel Smith
<b>CARRIED</b>	

At 1:54 pm, Cr Rachel Smith left the meeting. At 2:10 pm, Cr Rachel Smith returned to the meeting.  
At 2:27 pm, Member Mike Edmonds left the meeting.

## **5.2 INFRASTRUCTURE AND ASSET MANAGEMENT (IAM) MONTHLY BUSINESS REPORT FOR AUGUST 2021**

Agenda item 5.2 document number A3402703, pages 21 - 152 refers.

### **RESOLUTION 2021/32**

Moved: Cr Rachel Smith

Seconded: Chairperson Felicity Foy

**That the Infrastructure Committee receive the report Infrastructure and Asset Management (IAM) Monthly Business Report for August 2021.**

In Favour: Cr Felicity Foy, Deputy Mayor Ann Court, Cr Dave Collard, Cr Rachel Smith, Cr Kelly Stratford, Cr John Vujcich and Member Adele Gardner

Against: Nil

**CARRIED**

## **5.3 INFRASTRUCTURE COMMITTEE ACTION SHEET UPDATE SEPTEMBER 2021**

Agenda item 5.3 document number A3430508, page 153 refers.

### **RESOLUTION 2021/33**

Moved: Chairperson Felicity Foy

Seconded: Cr John Vujcich

**That the Infrastructure Committee receive the report Action Sheet Update September 2021.**

In Favour: Cr Felicity Foy, Deputy Mayor Ann Court, Cr Dave Collard, Cr Rachel Smith, Cr Kelly Stratford, Cr John Vujcich and Member Adele Gardner

Against: Nil

**CARRIED**

**6 TE WĀHANGA TŪMATATI / PUBLIC EXCLUDED****RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2021/34**

Moved: Chairperson Felicity Foy

Seconded: Cr Kelly Stratford

**a) That the public be excluded from the following parts of the proceedings of this meeting.****b) That Calvin Thomas, Trevor Green, Shakhin Sharma from Northland Transport Alliance be permitted to remain at this meeting for items 6.2 Waimatenui Mataraua Road Rehabilitation 7/20/251, Award of Separable Portion 2 and 6.3 Maintenance and Renewal Contracts – Recommendation for Contract Extensions after the public has been excluded, because of his knowledge of the matters to be discussed. This knowledge will be of assistance to the Committee.****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:**

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>6.1 - Confirmation of Previous Minutes - Public Excluded</b>	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
<b>6.2 - Waimatenui Mataraua Road Rehabilitation 7/20/251, Award of Separable Portion 2.</b>	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
<b>6.3 - Maintenance and Renewal Contracts – Recommendation for Contract Extensions</b>	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

**In Favour:** Cr Felicity Foy, Deputy Mayor Ann Court, Cr Dave Collard, Cr Rachel Smith, Cr Kelly Stratford, Cr John Vujcich and Member Adele Gardner**Against:** Nil**CARRIED****CONFIRMATION OF INFORMATION AND DECISIONS TO BE RELEASED IN PUBLIC**

**RESOLUTION 2021/33**

Moved: Chairperson Felicity Foy  
Seconded: Cr Dave Collard

**That Infrastructure Committee confirms the information and decisions contained in the part of the meeting held with public excluded:**

- a) **Item 6.2: approves the award of Separable Portion 2 to United Civil Construction Ltd, increasing the overall contract sum of Contract 7/20/251 Waimatenui Matarāua Road Rehabilitation; and**
- b) **delegates authority to the Chief Executive to execute the associated contract variation documents; and**
- c) **Item 6.3 remains in public exclusion.**

In Favour: Cr Felicity Foy, Mayor John Carter, Deputy Mayor Ann Court, Cr Dave Collard, Cr Rachel Smith, Cr Kelly Stratford, Cr John Vujcich and Member Adele Gardner

Against: Nil

**CARRIED**

**RESOLUTION TO READMIT THE PUBLIC****RESOLUTION 2021/34**

Moved: Cr John Vujcich  
Seconded: Cr Rachel Smith

**That the Infrastructure Committee moves out of Public Excluded and into Ordinary Infrastructure Committee meeting.**

In Favour: Cr Felicity Foy, Mayor John Carter, Deputy Mayor Ann Court, Cr Dave Collard, Cr Rachel Smith, Cr Kelly Stratford, Cr John Vujcich and Member Adele Gardner

Against: Nil

**CARRIED**

**7 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER**

Cr Kelly Stratford closed with a karakia.

**8 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 3:06 pm.

The minutes of this meeting will be confirmed at the Infrastructure Committee Meeting held on 24 November 2021.

.....  
**CHAIRPERSON**



**MINUTES OF FAR NORTH DISTRICT COUNCIL  
STRATEGY AND POLICY COMMITTEE MEETING  
HELD AT THE HELD VIRTUALLY VIA MICROSOFT TEAMS  
ON TUESDAY, 19 OCTOBER 2021 AT 1.00 PM**

**PRESENT:** Cr Rachel Smith (Chairperson), Cr David Clendon (Deputy Chairperson), Mayor John Carter (HWTM), Deputy Mayor Ann Court, Cr Dave Collard, Cr Felicity Foy, Cr Kelly Stratford, Cr Moko Tepania, Cr John Vujcich, Member Belinda Ward

**IN ATTENDANCE:** Shaun Clarke (Chief Executive Officer), William J Taylor, MBE (General Manager Corporate Services), Dean Myburgh (General Manager District Services), Andy Finch (General Manager Infrastructure and Asset Management), Darren Edwards (General Manager Strategic Planning and Policy)

**1 KARAKIA TIMATANGA – OPENING PRAYER**

Cr Rachel Smith commenced the meeting and opened with a karakia.

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

**2.1 APOLOGIES AND DECLARATIONS OF INTEREST**

**RESOLUTION 2021/34**

Moved: Cr Rachel Smith  
Seconded: Cr Kelly Stratford

**That there are no apologies or declarations if interest.**

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, David Clendon, Dave Collard, Felicity Foy, Kelly Stratford, Moko Tepania, John Vujcich and Belinda Ward

Against: Nil

**CARRIED**

**3 NGĀ TONO KŌRERO / DEPUTATION**

- Rod Brown (1:05 pm) – *Slideshow presentation provided*
- Annika Dickie (1:15 pm) - *Slideshow presentation provided*
- Jane Johnston (1:25 pm)
- Jackie Edwards-Bruce (1:35 pm) – *Slideshow presentation provided*

**4 CONFIRMATION OF PREVIOUS MINUTES**

**4.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A3052749, pages 16 - 31 refers.

**RESOLUTION 2021/35**

Moved: Chair Rachel Smith

Seconded: Cr Kelly Stratford

**That the Strategy and Policy Committee agrees that the minutes of the meeting held 7 September 2021 be confirmed as a true and correct record.**

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, David Clendon, Dave Collard, Felicity Foy, Kelly Stratford, Moko Tepania, John Vujcich and Belinda Ward

Against: Nil

**CARRIED**

## 5 REPORTS

### 5.1 ADOPTION OF FAR NORTH 2100

Agenda item 5.1 document number A3377402, pages 32 – 57 refers.

#### **RESOLUTION 2021/36**

Moved: Deputy Mayor Ann Court

Seconded: Cr Kelly Stratford

**That the Strategy and Policy Committee recommend to Council the adoption of Far North 2100 Strategy.**

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, Kelly Stratford, Moko Tepania, John Vujcich and Belinda Ward

Against: Crs David Clendon, Dave Collard and Felicity Foy

**CARRIED**

### 5.2 ROADING POLICIES REVIEW

Agenda item 5.2 document number A3379712, pages 58 - 99 refers

#### **MOTION**

Moved: Deputy Mayor Ann Court

Seconded: Mayor John Carter

That the Strategy and Policy Committee recommend that Council:

a) agree, the Road Speed Limits Policy continue without amendment.

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, David Clendon, Dave Collard, Felicity Foy, Kelly Stratford, Moko Tepania, John Vujcich and Belinda Ward

Against: Nil

**CARRIED 10/0**

b) agree, the Community Initiated Infrastructure – Roading Contributions Policy, and the Limits of Council Responsibility for Formation / Maintenance of Roads Policy be continued with amendment.

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, David Clendon, Dave Collard, Felicity Foy, Kelly Stratford, Moko Tepania, John Vujcich and Belinda Ward

Against: Nil

**CARRIED 10/0**

- c) agree, the Dust Management Policy, Private Roads and Rights of Way Policy, Road Maintenance Policy, and Road Mirrors – Private Crossings Policy be revoked.

**AMENDMENT**

Moved: Cr Kelly Stratford

Seconded: Cr Felicity Foy

- b) agree, the Community Initiated Infrastructure – Roading Contributions Policy, and the Limits of Council Responsibility for Formation / Maintenance of Roads Policy, Dust Management Policy, and the Private Roads and Right of Ways Policy be continued with amendment;
- c) agree, the Road Maintenance Policy and Road Mirrors – Private Crossings Policy be revoked.

In Favour: Crs David Clendon, Felicity Foy, Kelly Stratford, Moko Tepania and John Vujcich

Against: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, Dave Collard and Member Belinda Ward

**LOST****RESOLUTION 2021/37**

Moved: Deputy Mayor Ann Court

Seconded: Mayor John Carter

**That the Strategy and Policy Committee recommend that Council:**

- a) agree, the Road Speed Limits Policy continue without amendment.**

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, David Clendon, Dave Collard, Felicity Foy, Kelly Stratford, Moko Tepania, John Vujcich and Belinda Ward

Against: Nil

**CARRIED 10/0**

- b) agree, the Community Initiated Infrastructure – Roading Contributions Policy, and the Limits of Council Responsibility for Formation / Maintenance of Roads Policy be continued with amendment.**

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, David Clendon, Dave Collard, Felicity Foy, Kelly Stratford, Moko Tepania, John Vujcich and Belinda Ward

Against: Nil

**CARRIED 10/0**

- c) agree, the Dust Management Policy, Private Roads and Rights of Way Policy, Road Maintenance Policy, and Road Mirrors – Private Crossings Policy be revoked.**

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, Dave Collard, Moko Tepania and Belinda Ward

Against: Crs David Clendon, Felicity Foy, Kelly Stratford and John Vujcich

**CARRIED 6/4****CARRIED**

Meeting adjourned 3:15 pm – 3:26 pm

### 5.3 NAMING POLICY PROPOSAL

Agenda item 5.3 document number A3382702, pages 100 - 110 refers

#### RESOLUTION 2021/38

Moved: Chair Rachel Smith

Seconded: Cr Moko Tepania

**That the Strategy and Policy Committee recommend that Council agree to develop a new Naming Policy for roads, open spaces, and Council facilities.**

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, David Clendon, Dave Collard, Felicity Foy, Kelly Stratford, Moko Tepania, John Vujcich and Belinda Ward

Against: Nil

**CARRIED 10/0CARRIED**

### 5.4 FAR NORTH SPACES AND PLACES PLAN

Agenda item 5.4 document number A3389446, pages 111 - 169 refers

#### MOTION

Moved: Chair Rachel Smith

Seconded: Cr John Vujcich

That the Strategy and Policy Committee recommend that Council supports in principle the Far North Spaces and Places Plan as the plan to implement Kōkiri ai Te Waka Hourua 2021-2030.

#### AMENDMENT

Moved: Deputy Mayor Ann Court

Seconded: Cr Felicity Foy

That the Strategy and Policy Committee recommend that Council:

- a) supports in principle the Far North Spaces and Places Plan as the plan to implement Kōkiri ai Te Waka Hourua 2021-2030; *and*
- b) *that an enablement plan be developed in support of the 2022 Annual Plan.*

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, Dave Collard, Felicity Foy, Kelly Stratford, Moko Tepania, John Vujcich and Member Belinda Ward

Against: Cr David Clendon

**CARRIED 9/1**

The amendment became the substantive motion

#### RESOLUTION 2021/39

Moved: Chair Rachel Smith

Seconded: Cr John Vujcich

**That the Strategy and Policy Committee recommend that Council:**

- a) **supports in principle the Far North Spaces and Places Plan as the plan to implement Kōkiri ai Te Waka Hourua 2021-2030; and**
- b) **that an enablement plan be developed in support of the 2022 Annual Plan.**

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, Dave Collard, Felicity Foy, Kelly Stratford, Moko Tepania, John Vujcich and Member Belinda Ward

Against: Nil  
Abstained: Cr David Clendon

**CARRIED**

## **6 INFORMATION REPORTS**

### **6.1 UPDATE ON SPATIAL PLANNING**

Agenda item 6.1 document number A3391562, pages 170 - 172 refers

#### **RESOLUTION 2021/40**

Moved: Mayor John Carter  
Seconded: Deputy Mayor Ann Court

**That the Strategy and Policy Committee receive the report Update on Spatial Planning.**

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, David Clendon, Dave Collard, Felicity Foy, Kelly Stratford, Moko Tepania, John Vujcich and Belinda Ward

Against: Nil

**CARRIED**

### **6.2 KAIKOHE CIVIC HUB WORKING PARTY UPDATE**

Agenda item 6.2 document number A3270171, pages 173 - 174 refers

#### **RESOLUTION 2021/41**

Moved: Cr Moko Tepania  
Seconded: Cr John Vujcich

**That the Strategy and Policy Committee receive the report Kaikohe Civic Hub Working Party update.**

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, David Clendon, Dave Collard, Felicity Foy, Kelly Stratford, Moko Tepania, John Vujcich and Belinda Ward

Against: Nil

**CARRIED**

### **6.3 FUTURE LIBRARIES PROGRESS REPORT**

Agenda item 6.3 document number A3344015, pages 175 – 186 refers

#### **RESOLUTION 2021/42**

Moved: Cr John Vujcich  
Seconded: Cr Moko Tepania

**That the Strategy and Policy Committee receive the report Future Libraries progress report.**

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, David Clendon, Dave Collard, Felicity Foy, Kelly Stratford, Moko Tepania, John Vujcich and Belinda Ward

Against: Nil

**CARRIED**

**6.4 MUSEUM AT TE AHU STRATEGY UPDATE**

Agenda item 6.4 document number A3399124, pages 187 - 211 refers

**RESOLUTION 2021/43**

Moved: Cr Dave Collard

Seconded: Cr John Vujcich

**That the Strategy and Policy Committee receive the report Museum at Te Ahu Strategy Update.**

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, David Clendon, Dave Collard, Felicity Foy, Kelly Stratford, Moko Tepania, John Vujcich and Belinda Ward

Against: Nil

**CARRIED**

**6.5 NATURAL AND BUILT ENVIRONMENTS ACT EXPOSURE DRAFT SUBMISSION**

Agenda item 6.5 document number A3320129, pages 212 - 307 refers

**RESOLUTION 2021/44**

Moved: Chair Rachel Smith

Seconded: Mayor John Carter

**That the Strategy and Policy Committee receive the report Natural and Built Environments Act Exposure Draft Submission.**

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, David Clendon, Dave Collard, Felicity Foy, Kelly Stratford, Moko Tepania, John Vujcich and Belinda Ward

Against: Nil

**CARRIED**

At 4:44 pm, Cr Moko Tepania left the meeting.

**6.6 AUDIT REPORT FOR THE 2021-31 LONG TERM PLAN**

Agenda item 6.6 document number A3334278, pages 308 - 321 refers

**RESOLUTION 2021/45**

Moved: Cr John Vujcich

Seconded: Chair Rachel Smith

**That the Strategy and Policy Committee receive the report Audit report for the 2021-31 Long Term Plan.**

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, David Clendon, Dave Collard, Felicity Foy, Kelly Stratford, Moko Tepania, John Vujcich and Belinda Ward

Against: Nil

**CARRIED**

**6.7 STRATEGIC PLANNING & POLICY BUSINESS QUARTERLY REPORT**

Agenda item 6.7 document number A3396885, pages 322 - 352 refers

**RESOLUTION 2021/46**

Moved: Mayor John Carter

Seconded: Chair Rachel Smith

**That the Strategy and Policy Committee receive the report Strategic Planning & Policy Business Quarterly Report.**

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, David Clendon, Dave Collard, Felicity Foy, Moko Tepania, John Vujcich and Belinda Ward

Against: Cr Kelly Stratford

**CARRIED**

**6.8 STRATEGY AND POLICY ACTION SHEET UPDATE OCTOBER 2021**

Agenda item 6.8 document number A3409261, pages 353 - 353 refers

**RESOLUTION 2021/47**

Moved: Chair Rachel Smith

Seconded: Mayor John Carter

**That the Strategy and Policy Committee receive the report Action Sheet Update October 2021.**

In Favour: Mayor Carter, Deputy Mayor Court, Crs Rachel Smith, David Clendon, Dave Collard, Felicity Foy, Kelly Stratford, Moko Tepania, John Vujcich and Belinda Ward

Against: Nil

**CARRIED**

**7 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER**

Cr Rachel Smith closed the meeting with a karakia.

**8 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 5:08 pm.

The minutes of this meeting will be confirmed at the Strategy and Policy Committee Meeting held on 24 November 2021.

.....  
**CHAIRPERSON**

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
ASSURANCE, RISK AND FINANCE COMMITTEE MEETING  
HELD AT THE HELD VIRTUALLY VIA MICROSOFT TEAMS  
ON WEDNESDAY, 20 OCTOBER 2021 AT 1.30 PM**

**PRESENT:** Chairperson John Vujcich, Member Bruce Robertson, Mayor John Carter (HWTM), Cr Mate Radich, Cr Kelly Stratford, Member Mike Edmonds, Member Adele Gardner

**IN ATTENDANCE:** Shaun Clarke (Chief Executive Officer), William J Taylor, MBE (General Manager Corporate Services), Dean Myburgh (General Manager District Services), Andy Finch (General Manager Infrastructure and Asset Management), Darren Edwards (General Manager Strategic Planning and Policy)

**1 KARAKIA TIMATANGA – OPENING PRAYER**

Chair Vujcich opened with a karakia

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

**RESOLUTION 2021/1**

Moved: Chairperson John Vujcich

Seconded: Cr Kelly Stratford

**That apologies from Deputy Mayor Ann Court, Cr Rachel Smith, and Cr Moko Tepania and early departure for His Worship the Mayor be received and accepted.**

In Favour: John Vujcich, Bruce Robertson, John Carter, Kelly Stratford, Mike Edmonds and Adele Gardner

Against: Nil

**CARRIED**

**3 NGĀ TONO KŌRERO / DEPUTATION**

Jane Johnston gave a deputation.

At 1:42 pm, Mayor John Carter left the meeting.

**4 CONFIRMATION OF PREVIOUS MINUTES**

**4.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A3051550, pages 12 - 19 refers.

**RESOLUTION 2021/2**

Moved: Member Adele Gardner

Seconded: Member Bruce Robertson

**That the Assurance, Risk and Finance Committee confirms the minutes of the Assurance, Risk and Finance Committee meeting held 8 September 2021 as a true and correct record.**

In Favour: John Vujcich, Bruce Robertson, Mate Radich, Kelly Stratford, Mike Edmonds and Adele Gardner



Against: Nil

**CARRIED**

## **5 INFORMATION REPORTS**

### **5.1 OCTOBER 2021 RISK MANAGEMENT REPORT**

Agenda item 5.1 document number A3422395, pages 20 - 35 refers.

#### **MOTION**

Moved: Member Bruce Robertson  
Seconded: Cr Mate Radich

**That the Assurance, Risk and Finance Committee receive the report October 2021 Risk Management Report.**

#### **AMENDMENT**

Moved: Member Mike Edmonds  
Seconded: Chairperson John Vujcich

request that workplace harrassment risk and a high level treatment plan be added to the Health and Safety and Wellbeing plan and reported on as part of the regular Health and Safety and Wellbeing report.

In Favour: John Vujcich, Bruce Robertson, Mate Radich, Kelly Stratford, Mike Edmonds and Adele Gardner

Against: Nil

**CARRIED**

The amendment became the substantive motion

#### **RESOLUTION 2021/3**

Moved: Member Mike Edmonds  
Seconded: Chairperson John Vujcich

**That the Assurance, Risk and Finance Committee:**

- a) receive the report October 2021 Risk Management Report; and,**
- b) request that workplace harassment risk and a high level treatment plan be added to the Health and Safety and Wellbeing plan and reported on as part of the regular Health and Safety and Wellbeing report.**

In Favour: John Vujcich, Bruce Robertson, Mate Radich, Kelly Stratford, Mike Edmonds and Adele Gardner

Against: Nil

**CARRIED**

### **5.2 COUNCIL FINANCIAL REPORT FOR THE PERIOD ENDING 31 AUGUST 2021**

Agenda item 5.2 document number A3422393, pages 36 - 53 refers.

#### **RESOLUTION 2021/4**

Moved: Cr Mate Radich  
Seconded: Chairperson John Vujcich

**That the Assurance, Risk and Finance Committee receive the report Council Financial Report for the Period Ending 31 August 2021.**

In Favour: John Vujcich, Bruce Robertson, Mate Radich, Kelly Stratford, Mike Edmonds and Adele Gardner

Against: Nil

**CARRIED**

### **5.3 REVENUE RECOVERY REPORT - 30 SEPTEMBER 2021**

Agenda item 5.3 document number A3422699, pages 54 - 59 refers.

#### **RESOLUTION 2021/5**

Moved: Cr Kelly Stratford

Seconded: Member Adele Gardner

**That the Assurance, Risk and Finance Committee receive the report Revenue recovery report - 30 September 2021.**

In Favour: John Vujcich, Bruce Robertson, Mate Radich, Kelly Stratford, Mike Edmonds and Adele Gardner

Against: Nil

**CARRIED**

### **5.4 ASSURANCE, RISK AND FINANCE COMMITTEE ACTION SHEET UPDATE SEPTEMBER 2021**

Agenda item 5.4 document number A3400605, pages 60 - 61 refers.

#### **RESOLUTION 2021/6**

Moved: Chairperson John Vujcich

Seconded: Member Bruce Robertson

**That the Assurance, Risk and Finance Committee receive the report Action Sheet Update September 2021.**

In Favour: John Vujcich, Bruce Robertson, Mate Radich, Kelly Stratford, Mike Edmonds and Adele Gardner

Against: Nil

**CARRIED**

## **6 TE WĀHANGA TŪMATATI / PUBLIC EXCLUDED**

### **RESOLUTION TO EXCLUDE THE PUBLIC**

#### **COMMITTEE RESOLUTION 2021/7**

Moved: Cr Mate Radich

Seconded: Chairperson John Vujcich

**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:**

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>6.1 - Confirmation of Previous Minutes</b>	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
<b>6.2 - October Audit and Assurance Report</b>	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
<b>6.3 - Technology Update Report</b>	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	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

**In Favour:** John Vujcich, Bruce Robertson, Mate Radich, Kelly Stratford, Mike Edmonds and Adele Gardner

**Against:** Nil

**CARRIED**

## **RESOLUTION 2021/20**

Moved: Chairperson John Vujcich

Seconded: Cr Kelly Stratford

**That Assurance Risk and Finance Committee move out of Closed Committee into Open meeting.**

**In Favour:** John Vujcich, Bruce Robertson, Mate Radich, Kelly Stratford, Mike Edmonds and Adele Gardner

**Against:** Nil

**CARRIED**

## **7 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER**

Cr Kelly Stratford closed with a karakia.

## **8 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 2:29 pm.

**The minutes of this meeting will be confirmed at the Assurance, Risk and Finance Committee Meeting held on 1 December 2021.**

.....  
**CHAIRPERSON**

**6.2 REPRESENTATION ARRANGEMENTS REVIEW 2021 - FINAL PROPOSAL****File Number:** A3339414**Author:** Caroline Wilson, Manager - District Administration**Authoriser:** William J Taylor MBE, General Manager - Corporate Services**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To resolve a final proposal for representation arrangements for the Far North District Council to apply for at least the 2022 triennial local government elections.

**WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

- Council adopted its initial proposal on 12 August 2021
- Consultation occurred between 20 August and 1 October 2021
- Hearings were conducted on 14 October 2021
- Deliberations were conducted on 21 October 2021
- The outcome of the submissions and deliberations have resulted in recommended changes to the initial proposal
- Council must now amend its initial proposal to become its final proposal and publicly notify this for objection / appeal.

**TŪTOHUNGA / RECOMMENDATION**

**That the Far North District Council, pursuant to section 19N of the Local Electoral Act 2001 and having considered and deliberated on submissions received to the initial proposal for the 2021 review of representation arrangements, amends its initial proposal to the following final proposal for at least the 2022 triennial local government elections:**

**The Far North District Council to comprise the Mayor elected at large and 10 councillors elected under the ward system, specifically six general ward councillors and four Māori ward councillors.**

**The Far North District Council be divided into four wards, these being:**

- Bay of Islands-Whangaroa General Ward (represented by three general ward councillors), comprising the area in the proposed Bay of Islands-Whangaroa General Ward map as shown on Attachment 1.**
- Kaikohe-Hokianga General Ward (represented by one general ward councillor), comprising the area in the proposed Kaikohe-Hokianga General Ward map as shown on Attachment 2.**
- Te Hiku General Ward (represented by two general ward councillors), comprising the area in the proposed Te Hiku General Ward map as shown on Attachment 3.**
- Ngā Tai o Tokerau Māori Ward (represented by four Māori ward councillors), comprising the whole of the district in the proposed Māori Ward map as shown on Attachment 4.**

**That Te Pēwhairangi-Whangaroa General Ward and Te Pēwhairangi-Whangaroa Community Board be changed to Bay of Islands-Whangaroa General Ward and Bay of Islands-Whangaroa Community Board (retain the existing names).**

**The Māori ward be named Ngā Tai o Tokerau.**

**The above general wards are the current ward areas with the exception of the Kaikohe-Hokianga and the Bay of Islands-Whangaroa ward boundaries to be altered as follows:**

- (i) Meshblock 0037202 be added to the Bay of Islands-Whangaroa General Ward from the Kaikohe-Hokianga General Ward.**
- (ii) Meshblock 0036401 be added to the Bay of Islands-Whangaroa General Ward from the Kaikohe-Hokianga General Ward.**
- (iii) Meshblocks 0034600, 0034800 be added to the Bay of Islands-Whangaroa General Ward from the Kaikohe-Hokianga General Ward.**

**The three general wards, the number of general councillors per ward, the ward populations (estimated at 30 June 2020) and the population ratio per general councillor are as follows:**

General Wards				
Ward	General Electoral Population	Number of Councillors	Average	% Variation
Te Hiku General	13,260	2	6,630	-13.61%*
Bay of Islands-Whangaroa General	25,160	3	8,387	+9.27%
Kaikohe-Hokianga General	7,630	1	7,630	-0.58%
Total	46,050	6		

**In accordance with section 19V(2) of the Local Electoral Act 2001, the population that each councillor represents must be within the population range of 7,675 plus or minus 10% (6,907 – 8,442) unless particular community of interest considerations justify otherwise. The representation of the Te Hiku General Ward falls outside of the stipulated range.**

**The Far North District Council be divided into three subdivided communities, these being:**

- (i) Bay of Islands-Whangaroa Community subdivided into:**
  - 1. Kawakawa-Moerewa Subdivision comprising the area in the proposed Kawakawa-Moerewa Subdivision map as shown on Attachment 5.**
  - 2. Kerikeri Subdivision comprising the area in the proposed Kerikeri Subdivision map as shown on Attachment 6.**
  - 3. Paihia Subdivision comprising the area in the proposed Paihia Subdivision map as shown on Attachment 7.**

4. **Russell-Ōpua Subdivision comprising the area in the proposed Russell-Ōpua Subdivision map as shown on Attachment 8.**
5. **Waipapa Subdivision comprising the area in the proposed Waipapa Subdivision map as shown on Attachment 9.**
6. **Whangaroa Subdivision comprising the area in the proposed Whangaroa Subdivision map as shown on Attachment 10.**

being the existing community board and subdivision areas with the exception of the following:

- a. **Meshblock 0047701 be added to the Kawakawa-Moerewa Subdivision from the Russell-Ōpua Subdivision**
- b. **Meshblocks 0046100, 0046400, 0046700, 0046801, 0047801 be added to the Kawakawa-Moerewa Subdivision from the Russell-Ōpua Subdivision**
- c. **Meshblocks 4009371, 4009372, 0043905, 0044701 be added to the Kerikeri Subdivision from the Whangaroa Subdivision**
- d. **Meshblocks 0033600, 0033800, 0043902, 0043904, 0043905, 0043907, 0044003, 0044004, 0044005, 0044503, 0044504, 0044505, 0044506, 0044507, 0044508, 0044603, 0044604, 0044605, 0044606, 0044607, 0044608, 0044609, 0044701, 0044703, 0044801, 4007581, 4007583, 4008359, 4008360, 4008361, 4009371, 4009372, 4011285, 4011286, 4011319 be added to the Waipapa Subdivision from the Kerikeri Subdivision**
- e. **Meshblocks 0044008 and 4010073 be added to the Kerikeri Subdivision from the Waipapa Subdivision**

**(ii) Kaikohe-Hokianga Community subdivided into:**

1. **Kaikohe Subdivision comprising the area in the proposed Kaikohe Subdivision map as shown on Attachment 11.**
2. **North Hokianga Subdivision comprising the area in the proposed North Hokianga Subdivision map as shown on Attachment 12.**
3. **South Hokianga Subdivision comprising the area in the proposed South Hokianga Subdivision map as shown on Attachment 13.**

being the existing community board and subdivision areas with the exception of the following:

- a. **Meshblocks 0032600, 0033200, 0033100, 0032700, 0033000 be added to the Kaikohe Subdivision from the South Hokianga Subdivision**
- b. **Meshblocks 0039200, 0039500, 0040501, 0040502, 0040601 and 0040602 to be added to the South Hokianga from the Kaikohe Subdivision.**

**(iii) Te Hiku Community subdivided into:**

- 1. Doubtless Bay Subdivision comprising the area in the proposed Doubtless Bay Subdivision map as shown on Attachment 14.**
- 2. Kaitāia Subdivision comprising the area in the proposed Kaitāia Subdivision map as shown on Attachment 15.**
- 3. North Cape Subdivision comprising the area in the proposed North Cape Subdivision map as shown on Attachment 16.**
- 4. Whatuwhiwhi Subdivision comprising the area in the proposed Whatuwhiwhi Subdivision map as shown on Attachment 17.**

**being the current community board and subdivision areas with the exception of the following:**

- a. Meshblock 0012701 be added to the Whatuwhiwhi Subdivision from the North Cape Subdivision**

**There be 19 community board members, being:**

**(i) seven members elected from the Bay of Islands-Whangaroa Community Board comprising:**

- 1. Kawakawa-Moerewa Subdivision – one member**
- 2. Kerikeri Subdivision – two members**
- 3. Paihia Subdivision – one member**
- 4. Russell-Ōpua Subdivision – one member**
- 5. Waipapa Subdivision – one member**
- 6. Whangaroa Subdivision – one member**

**and one member of the Council representing the Bay of Islands-Whangaroa General Ward appointed to the community board by Council**

**(ii) six members elected from the Kaikohe-Hokianga Community Board comprising:**

- 1. Kaikohe Subdivision – three members**
- 2. North Hokianga Subdivision – one member**
- 3. South Hokianga Subdivision – two members**



and one member of the Council representing the Kaikohe-Hokianga General Ward appointed to the community board by Council

(iii) six members elected from the Te Hiku Community Board comprising:

1. Doubtless Bay Subdivision – one member
2. Kaitāia Subdivision – three members
3. North Cape Subdivision – one member
4. Whatuwhiwhi Subdivision – one member

and one member of the Council representing the Te Hiku General Ward appointed to the community board by Council

The three subdivided community boards, the number of members per subdivision, the subdivision populations (estimated at 30 June 2020) and the population ratio per member are as follows:

Bay of Islands-Whangaroa Community Board				
Subdivision	General Population	Electoral	Number of Members	% Variation
Whangaroa	4,160		1	-11.54%
Kerikeri	10,390		2	+10.40%
Waipapa	4,590		1	-2.46%
Paihia	5,030		1	+6.89%
Russell-Ōpua	3,970		1	-15.63%
Kawakawa-Moerewa	4,800		1	+2.00%

In accordance with section 19V(2) of the Local Electoral Act 2001, the population that each community board member represents must be within the population range of 4,705 plus or minus 10% (4,234 – 5,175) unless particular community of interest considerations justify otherwise. The representation of the Russell-Ōpua Subdivision, the Kerikeri Subdivision and the Whangaroa Subdivision falls outside of the stipulated range.

Kaikohe-Hokianga Community Board				
Subdivision	General Population	Electoral	Number of Members	% Variation
North Hokianga	2,490		1	+6.3%
South Hokianga	4,660		2	-12.35%
Kaikohe	8,800		3	+10.34%

**In accordance with section 19V(2) of the Local Electoral Act 2001, the population that each community board member represents must be within the population range of 2,658 plus or minus 10% (2,392 – 2,923) unless particular community of interest considerations justify otherwise. The representation of the Kaikohe Subdivision and the South Hokianga Subdivision falls outside of the stipulated range.**

<b>Te Hiku Community Board</b>			
<b>Subdivision</b>	<b>General Population</b>	<b>Electoral Number of Members</b>	<b>% Variation</b>
<b>North Cape</b>	3,250	1	-12%
<b>Whatuwhiwhi</b>	3,620	1	-1.97%
<b>Doubtless Bay</b>	4,010	1	+8.58%
<b>Kaitāia</b>	11,280	3	+1.81%

**In accordance with section 19V(2) of the Local Electoral Act 2001, the population that each community board member represents must be within the population range of 3,693 plus or minus 10% (3,323 – 4,062) unless particular community of interest considerations justify otherwise. The representation of the North Cape Subdivision falls outside of the stipulated range.**

**The reasons for the boundary alterations to the wards and community board subdivisions are:**

- (i) the adjustments ensure that communities of interest that were divided are now unified**
- (ii) the affected meshblocks are contiguous, have no physical divisions and are similar to the surrounding land.**

## **1) TĀHUHU KŌRERO / BACKGROUND**

The Local Electoral Act 2001 (LEA) requires local authorities to undertake a review of its representation arrangements at least once every six years to ensure the arrangements provide fair and effective representation for communities.

Council last reviewed its representation arrangements in 2015, thus necessitating a review in 2021 ahead of the 2022 triennial local government elections.

The LEA prescribes the process and timeline that councils are required to follow when undertaking a representation review. The process undertaken to date is as follows:

<b>Date</b>	<b>Process Step</b>	<b>Legal Requirement</b>	<b>Last Legal Date</b>
<b>24 June 2020</b>	Workshop on democratic arrangements including voting systems, Māori wards and representation arrangements		
<b>29 October 2020</b>	Council decision on establishment of Māori wards – retain status quo and undertake a poll of electors with the 2022 elections	Section 19Z LEA	23 November 2020
<b>28 January 2021</b>	Workshops with three Community Boards and ward Councillors		

Date	Process Step	Legal Requirement	Last Legal Date
<b>21 February 2021</b>	Workshop on the Local Electoral Act (Māori Wards and Constituencies) Amendment Act 2021		21 May 2021
<b>March 2021</b>	Month long informal public consultation on representation review and Māori wards		
<b>28 April 2021</b>	Workshop with Mayor and Councillors on feedback from informal consultation		
<b>4 May 2021</b>	Council decision on establishment of Māori wards for 2022 and 2025 triennial elections	Schedule 1, Part 1, Clause 2 (1) - Local Electoral (Māori Wards and Māori Constituencies) Amendment Act 2021	21 May 2021
<b>11 May 2021</b>	Workshop with Mayor, Councillors and Community Board Chairs on proposed options based on consultation, workshop and decision on Māori wards		
<b>27 May 2021</b>	Briefing paper sent to MOU partners and Te Kahu o Taonui on options for Māori wards – seeking feedback / attendance at zui on 9 <sup>th</sup> June.		
<b>23 June 2021</b>	Final briefing on option for initial proposal		
<b>6 July 2021</b>	Mayor and Deputy Mayor meeting with Te Kahu o Taonui on Māori ward/s		
<b>12 August 2021</b>	Council adoption of initial proposal	Sections 19H,19I, 19J,19K,19T,19V,19W LEA  Clauses 1 and 3 of schedule 1A	31 August 2021
<b>20 August 2021</b>	Public notice of initial proposal	Section 19M LEA	8 September 2021
<b>20 August 2021 – 1 October 2021</b>	Submission period	Section 19M(3) LEA	8 October 2021
<b>14 October 2021</b>	Public hearings of submissions	Section 19M(3) LEA	
<b>21 October 2021</b>	Deliberations on submissions / final proposal indication		
<b>4 November 2021</b>	Resolve final proposal	Section 19N LEA	12 November 2021
<b>12 November 2021</b>	Public notice of final proposal	Section 19N LEA	19 November 2021
<b>12 November 2021 – 13 December 2021</b>	Public appeal/objection period	Section 19O LEA	20 December 2021
<b>By 24 December 2021</b>	Material forwarded to Local Government Commission	Section 19Q LEA	15 January 2022

Council must now resolve its' final proposal for representation arrangements for the Far North District Council to apply for at least the 2022 triennial local government elections.

The final proposal must be publicly notified within six weeks of the closing date of submissions (i.e. by 12 November 2021). This public notice will summarise the submissions received, decisions made in relation to those submissions and reasons for any changes made to the initial proposal.

The LEA provides for a one-month objection / appeal period which will run from 12 November to 13 December 2021. As the final proposal does differ from the initial proposal, any person may object to the final proposal.

If an objection on the final proposal is received or if the fair representation criteria (+/- 10% rule) is exceeded (for wards and subdivisions of community boards), then all information regarding the followed process must be sent to the Local Government Commission (LGC) for determination. The LGC must make its determination by 10 April 2022.

All elements of Council's representation review are subject to appeal and/or objection to the Local Government Commission, except for the choice of electoral system and the principle of Māori wards (undertaken earlier under separate processes). It is therefore important that the process considers all options, is robust and results in a decision that can be supported by reasons that provide a defensible outcome.

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

### **Statutory provisions and guidelines**

The LEA prescribes the process and timeline that councils are required to follow when undertaking a representation review. Part 1A of the LEA sets out the requirements for a review of the representation arrangements by a territorial authority. When establishing Māori ward(s), the provisions of Schedule 1A substitute the Part 1A provisions, as required.

In addition to the specific requirements of Part 1A and Schedule 1A LEA, territorial authorities must also consider other relevant provisions of the LEA, including the purpose of the Act (to allow diversity, through local decision-making) and the following principles specified in section 1 LEA:

- Representative and substantive electoral participation in local elections and polls;
- Fair and effective representation for individuals and communities;
- Reasonable and equal opportunities to vote and nominate, or be nominated as candidates;
- Public confidence in, and public understanding of, local electoral processes.

The LGC has issued guidelines for local authorities to consider when undertaking representation of reviews. These guidelines identify the key principles to be considered when conducting a review. These key principles are:

- Identifying communities of interest;
- Effective representation of electors (the optimal number of councillors);
- Fair representation of electors (compliance with the +/- 10% rule).

Refer to Attachment 20 for the full explanation of the considerations and principles which have been outlined in previous reports.

With regards to the Far North District Council, in most cases the need to address known issues (or feedback from our communities, community boards and council on communities of interest) has required balancing the numbers resulting in some minor non-compliance with the +/- 10% rule. Council believes they can justify being marginally outside of the +/- rule in these cases so as not to split communities of interest (section 19V(3)(ii) of the Local Electoral Act 2001).

### **Options considered by Council**

Since January 2021, multiple briefings on the representation review have been held with elected members, including community board chairs who were invited to every Council workshop.

On 28 April, based on feedback received from the combined community board and councillor workshops held in January, along with feedback received from our communities during informal consultation during the month of March, Council requested modelling the following options:

- Status quo with adjustments to boundaries to address communities of interest; and
- Increasing the total number of councillors to 12 with a four-ward structure:
  - Split Bay of Islands-Whangaroa general ward into two new general wards
  - Three councillors per general ward
  - Four community boards aligned with the four general ward structure
  - Seven members in each of the four community boards
  - Changing the name of Bay of Islands-Whangaroa

On 4 May Council resolved to adopt Māori wards for the 2022 and 2025 triennial local body elections.

Council's electoral officer, Dale Ofoske and council staff developed and worked through six possible representation scenarios which were presented to members on 11 May. Included in these scenarios was the impact of one or more Māori wards and the effect on councillor numbers for the general wards and the Māori ward/s.

Four scenarios were discarded as they did not align with the legislative requirements for fair representation. The difference between the two remaining scenarios was whether to retain nine councillors (six general ward and three Māori ward councillors) or increase the number of councillors by one to 10 (six general ward and four Māori ward councillors).

On 23 June at a Council workshop, Council was presented with a two ward Māori ward structure (north and south) as an alternative to the one ward structure. Council indicated a preference towards increasing the number of Councillors to 10, retaining the current three general ward structure, establish one Māori ward and retain the existing community board subdivisions with some minor adjustments to ensure communities of interest were maintained.

On 6 July, the Mayor and Deputy Mayor attended a hui with Te Kahu o Taonui to discuss options for Māori ward representation. This was followed up with further communications, where possible. The indication from the iwi and hapū partners the Council was able to talk to was that one Māori ward for the 2022 elections would be the preferred model, with the opportunity to review ahead of the 2025 triennial local body elections, should it be required.

On 12 August 2021, Council adopted its initial proposal for consultation (refer to minutes in Attachment 21).

Public notice of the initial proposal was published on 20 August 2021.

### **Formal consultation**

Formal consultation on the initial proposal was undertaken from 20 August 2021 to 1 October 2021.

The nation was faced with a full Alert Level 4 COVID lockdown shortly after consultation opened which impacted on our ability to reach customers via our usual channels of libraries and service centres. To counteract this, staff set up a dedicated email to receive and respond to queries that would normally occur with our counter-facing staff, and the representation review brochure was broken down into an online friendly version. Despite moving to Level 3 and then later into Level 2 lockdowns, the Delta restrictions meant that public facing interactions were not safe for staff nor members of the public. All materials were available in our service centres and libraries once we were allowed to receive members of the public (under Delta restrictions).

The initial proposal was open for feedback on the Council website's Have Your Say page, and in print form at all FNDC libraries and service centres. A letter and brochure (English and Te Reo versions) were sent from the Mayor to our iwi partners, the chief executives of our local rūnanga and Te Kahu o Taonui.

A dedicated communications and advertising campaign was undertaken during this period to draw attention to the consultation.

### **Submissions**

Formal submissions were able to be made electronically, via email or post or delivered to Council offices and libraries.

129 submissions on the initial proposal were received:

- 125 submissions were received within the consultation period
- 4 submissions were received after close of submissions
- 32 submitters did not use the submission form and submitted an email / handwritten submission
- 14 submissions were made by organisations

19 submitters indicated that they wished to speak to their submissions and 11 were heard on 14 October 2021.

Council deliberated on submissions on 21 October 2021. A copy of the unconfirmed minutes of the Council Deliberations meeting on 21 October 2021 is attached as Attachment 22.

### **Considerations for final proposal**

Three key issues identified in the public submission process were:

#### Boundary changes – community board subdivisions

Submissions were received opposing two subdivision boundary changes on the basis that the changes would divide established communities of interest.

- One proposed change received strong opposition by 30 submitters in relation to the communities of Waiomio and Maromākū.
- The other proposed change made by one submitter in relation to the community of Awanui, was deliberated upon and has been determined as not splitting a community of interest.

The recommendation is to amend the initial proposal as follows:

1. That the Bay of Islands-Whangaroa Community Board subdivision boundaries be amended as follows:
  - a. Meshblocks 0046100, 0046400, 0046700, 0046801, 0047801 to be added to the Kawakawa-Moerewa Subdivision from the Russell-Ōpua Subdivision.

This recognises Maromākū and Waiomio as communities of interest within the Kawakawa-Moerewa subdivision rather than the Russell-Ōpua subdivision. It will be non-compliant with the +/- 10% rule but can be justified by not splitting communities of interest.

#### Boundary of the new Waipapa subdivision

The initial proposal had good support for a new Waipapa subdivision but the matter of whether the Purerua Peninsula was associated with the new Waipapa or existing Kerikeri subdivision as a community of interest was raised. Upon assessment it has been determined that Purerua Peninsula (including Purerua Road and Taronui Bay) have a closer association with Kerikeri as a community of interest.

The recommendation is to amend the initial proposal as follows:

2. That the Bay of Islands-Whangaroa Community Board subdivision boundaries be amended as follows:
  1. Meshblocks 0044008 and 4010073 to be added to the Kerikeri Subdivision from the Waipapa Subdivision.

This recognises the Purerua Peninsula (Purerua Rd and Taronui Bay) as communities of interest within the Kerikeri subdivision rather than the Waipapa subdivision. It will be slightly non-compliant with the +/- 10% rule but can be justified by not splitting communities of interest.

Name of the Bay of Islands-Whangaroa ward

The initial proposal changed the name of the Bay of Islands-Whangaroa ward and Community Board to Te Pēwhairangi-Whangaroa General Ward and Te Pēwhairangi-Whangaroa Community Board to reflect its Māori name. There was strong opposition to changing the name.

The recommendation is to amend the initial proposal as follows:

3. That Te Pēwhairangi-Whangaroa General Ward and Te Pēwhairangi-Whangaroa Community Board be changed to Bay of Islands-Whangaroa General Ward and Bay of Islands-Whangaroa Community Board (retain the existing names).

Section 19V(3)(a)(ii) LEA permits a council to have non-compliance of the +/- 10% rule if compliance would divide a community of interest if Council can demonstrate that complying with the +/- 10% rule effectively splits a community of interest. If this can be demonstrated, then Council can adjust ward or subdivision boundaries in the deliberations and final proposal to ensure communities of interest are not divided but united.

In such a case, the final proposal must be treated as an appeal under section 19V(5) of the LEA and referred to the LGC following the appeal/objection period, for determination.

Once the final proposal is adopted, there will be a one month objection/appeal period, ending on 13 December 2021.













































**Take Tūtohunga / Reason for the recommendation**

Resolve the final proposal for the 2021 Far North District Council Representation Review.

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

There are no financial implications as a result of this report.

**ĀPITI HANGA / ATTACHMENTS**

1. Final Proposal - Bay of Islands-Whangaroa General Ward - A3450100  
2. Final Proposal - Kaikohe-Hokianga General Ward - A3450102  
3. Final Proposal - Te Hiku General Ward - A3450122  
4. Final Proposal - Ngā Tai o Tokerau Māori Ward - A3450228  
5. Final Proposal - Kawakawa-Moerewa Subdivision - A3450106  
6. Final Proposal - Kerikeri Subdivision - A3450110  
7. Final Proposal - Paihia Subdivision - A3450128  
8. Final Proposal - Russell-Ōpua Subdivision - A3450116  
9. Final Proposal - Waipapa Subdivision - A3450120  
10. Final Proposal - Whangaroa Subdivision - A3450126  
11. Final Proposal - Kaikohe Subdivision - A3450104  
12. Final Proposal - North Hokianga Subdivision - A3450112  
13. Final Proposal - South Hokianga Subdivision - A3450118  
14. Final Proposal - Doubtless Bay Subdivision - A3450096  
15. Final Proposal - Kaitiāia Subdivision - A3450108  
16. Final Proposal - North Cape Subdivision - A3450114  
17. Final Proposal - Whatuwhiwhi Subdivision - A3450124  
18. Final Proposal - General Wards - A3450098  
19. Final Proposal - Community Board Subdivisions - A3450095  
20. LEA Statutory Provisions and Guidelines - A3444697  
21. Council Minutes 12 August 2021 - A3444813  
22. 2021-10-21 Council Minutes (unconfirmed) - A3443054  

**Hōtaka Take Ōkawa / Compliance Schedule:**

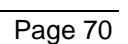
Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

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

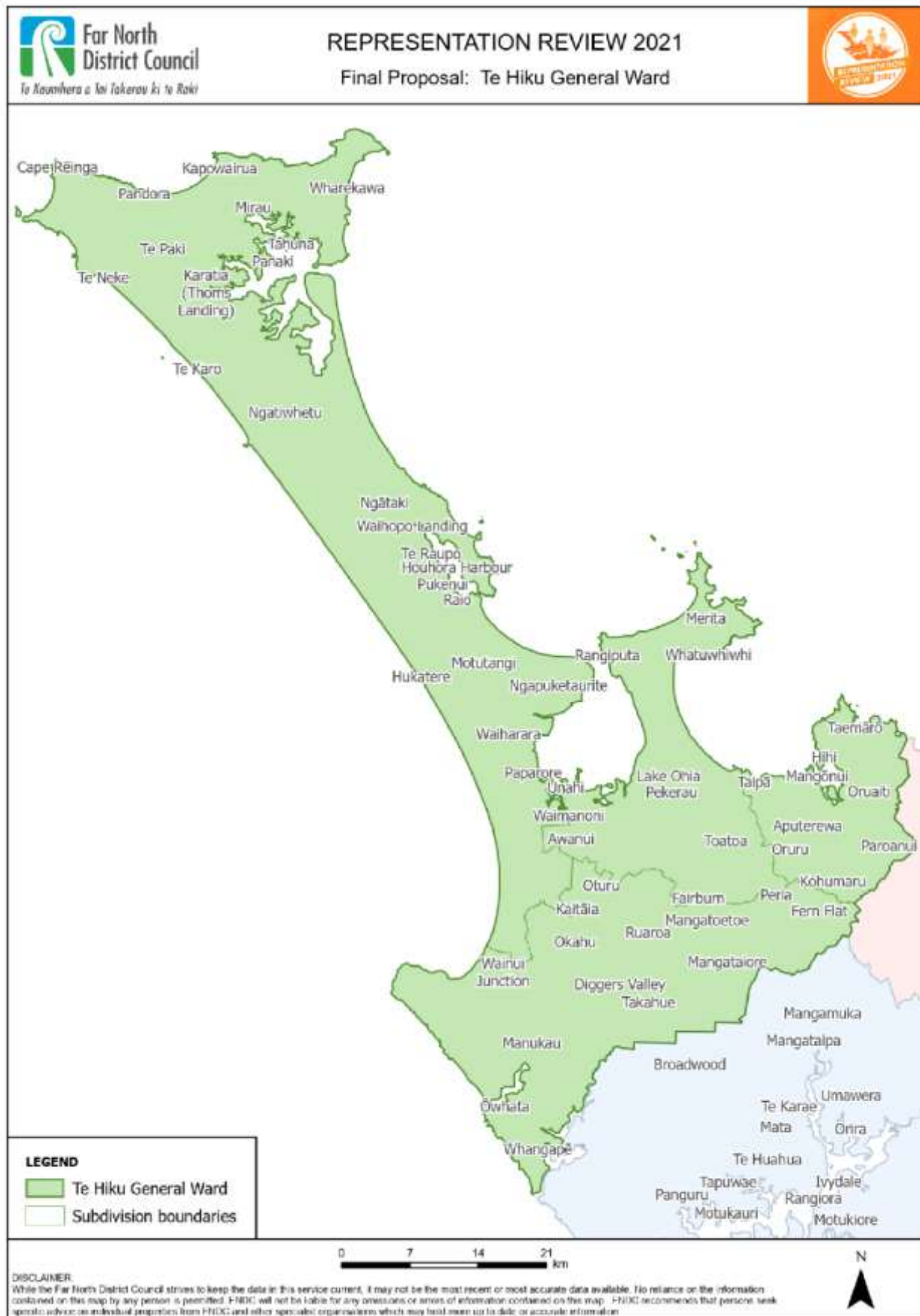
<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This report has a low degree of significance. Whilst consultation is legislatively required, it does not meet any of the additional thresholds that would make it significant.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Local Electoral Act, Local Government Act.
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 has district wide relevance. Community boards have been consulted twice in developing the initial proposal with Council, and community board chairs have been invited to every workshop with Council since 24 June 2020 (along with deputy chairs leading into the last two rounds of workshops in 2021).
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.  State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	The establishment of Māori wards has a significant impact on Māori and is in line with the principles of Te Tiriti o Waitangi - Protection, Partnership and Participation. Engagement with iwi leaders and MOU partners took place over many weeks once Council made its decision on 4 May 2021 through email and planned workshops. Due to the time constraints (Council having made its decision very late within the legislative timeframes) it was not possible to undertake the full engagement on the matter of establishing one or more Māori wards. It was therefore recommended in the initial proposal to adopt one district-wide Māori ward for the 2022 elections, with stakeholder engagement occurring in 2023 to determine whether more than one Māori ward will be the best solution for the Far North.
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	There are no persons (other than those identified already) who are likely to be particularly affected by the representation review.



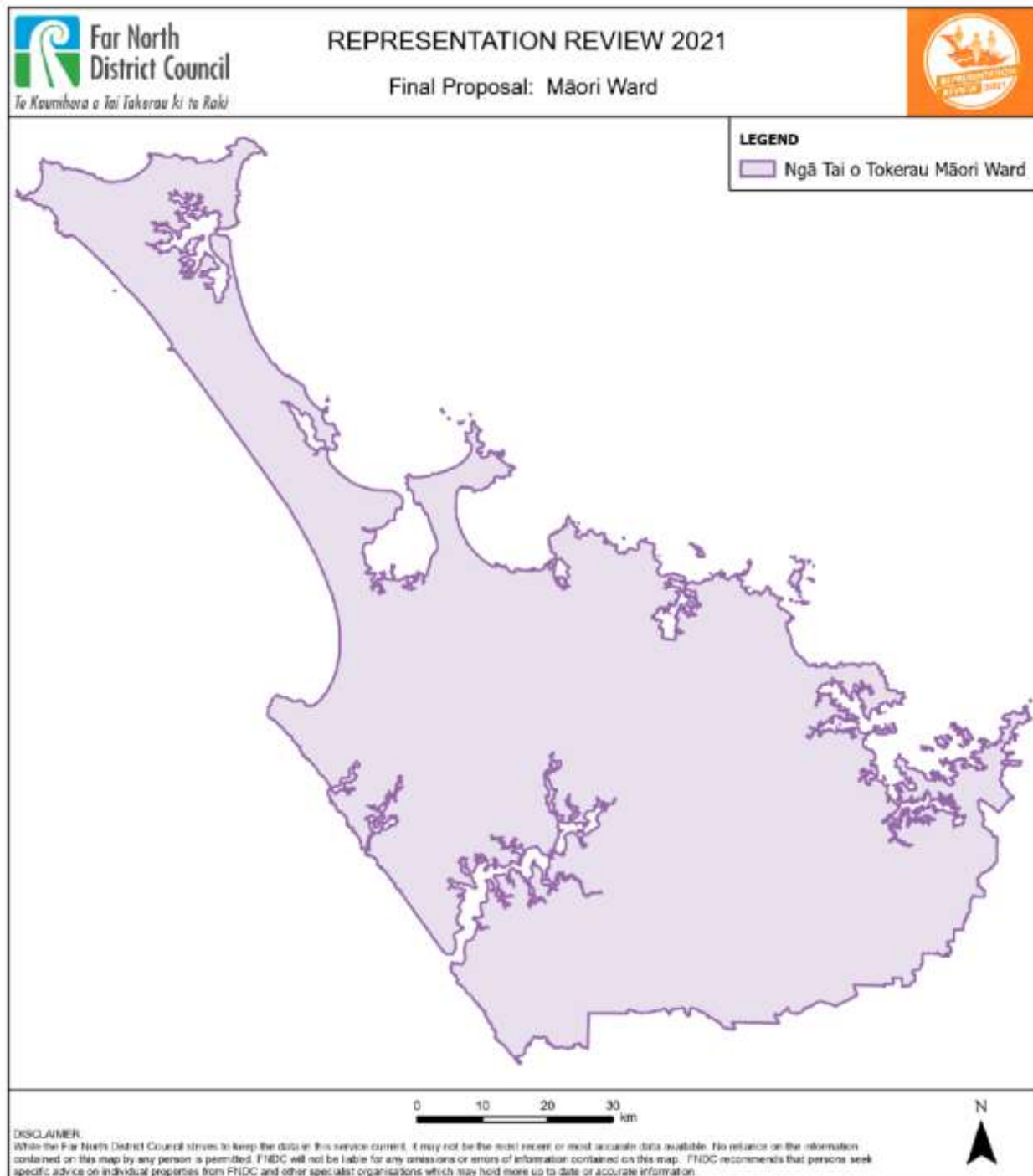
– youth, the aged and those with disabilities).	
State the financial implications and where budgetary provisions have been made to support this decision.	The remuneration for elected members is set by the Remuneration Authority so there are no new budgetary implications as a result of the representation review. Budget has been set aside in this financial year to run communications and engagement initiatives to ensure that our communities are informed of the changes – being the representation review, the electoral system and the establishment of Māori wards.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report

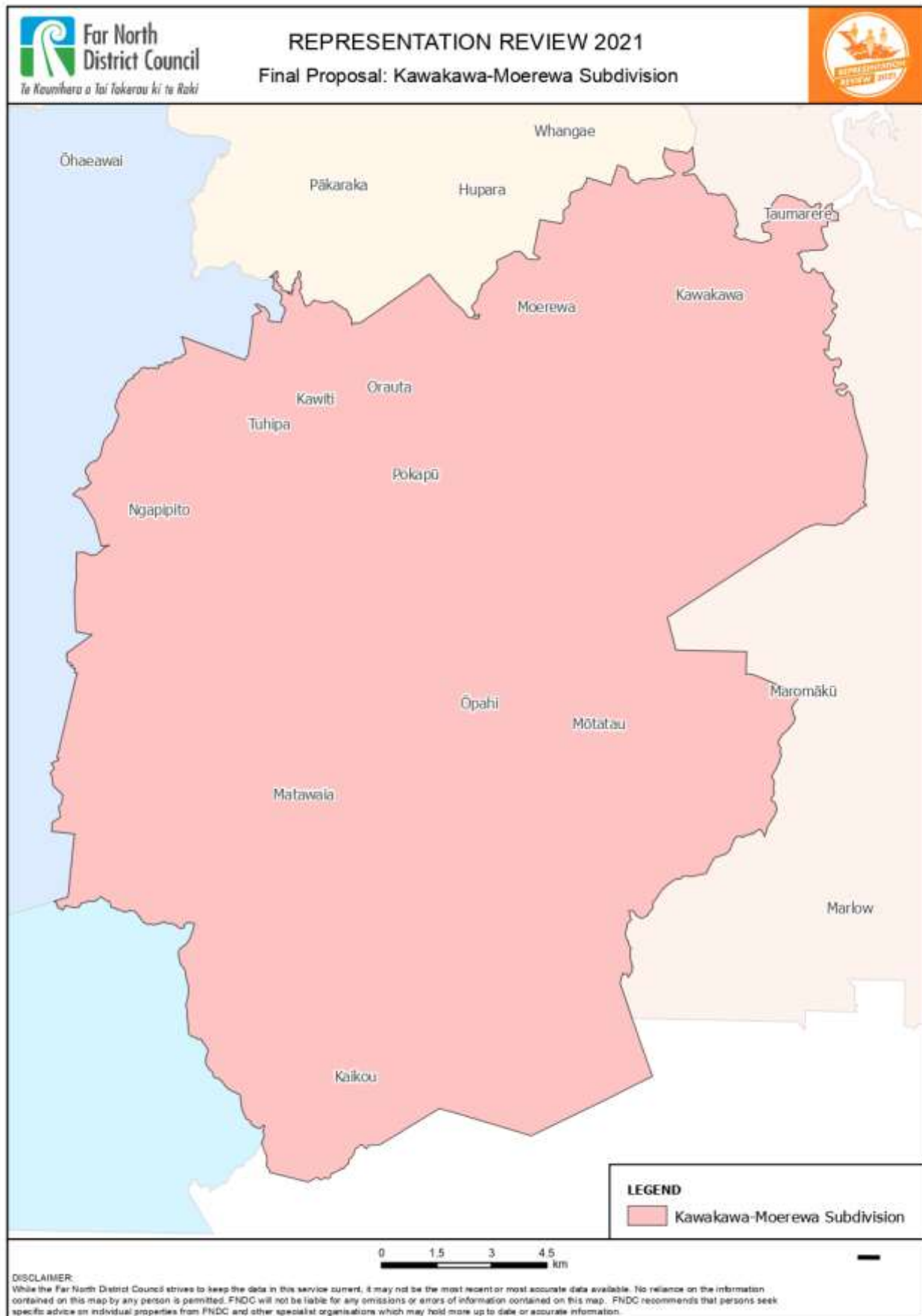








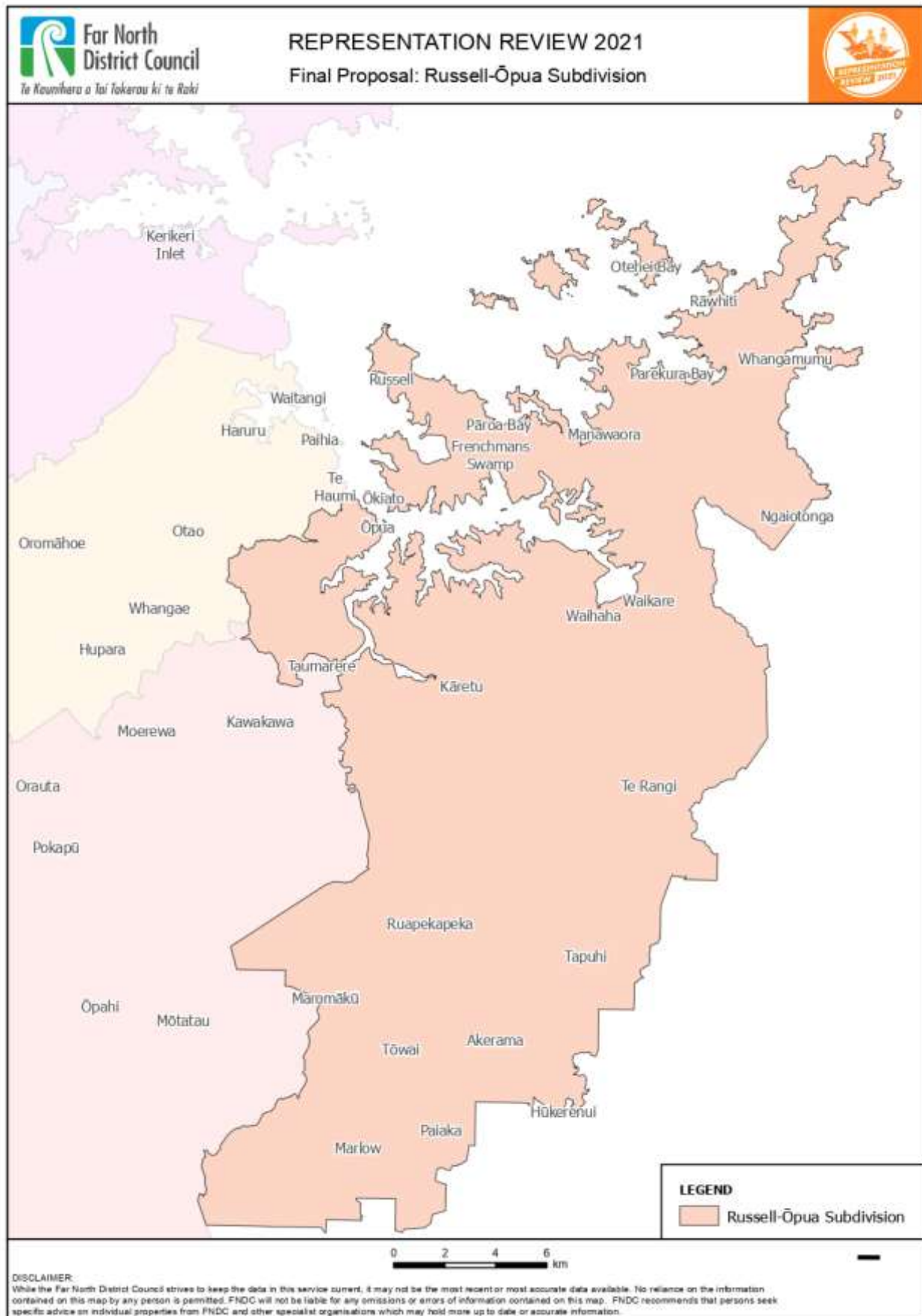




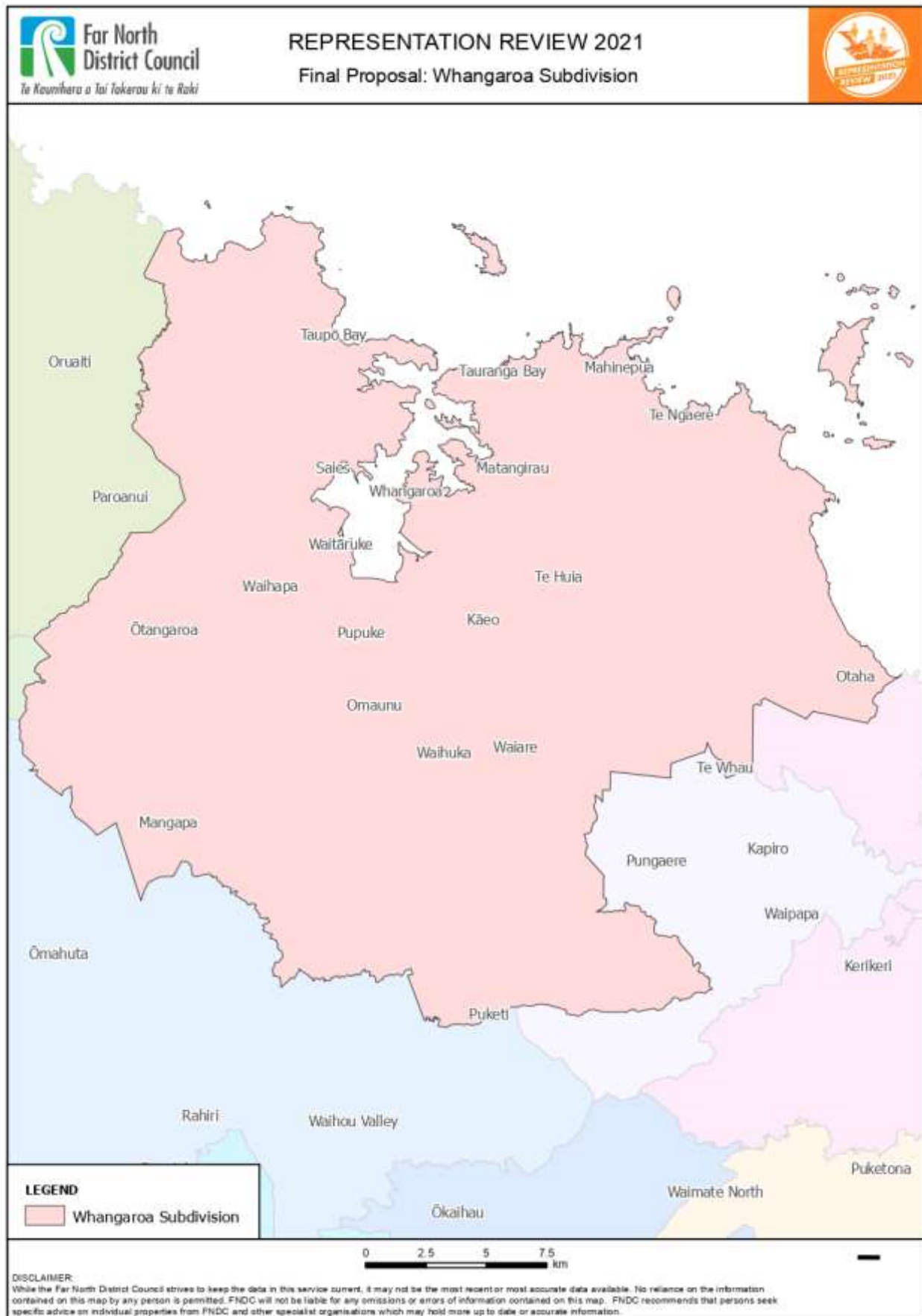






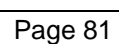




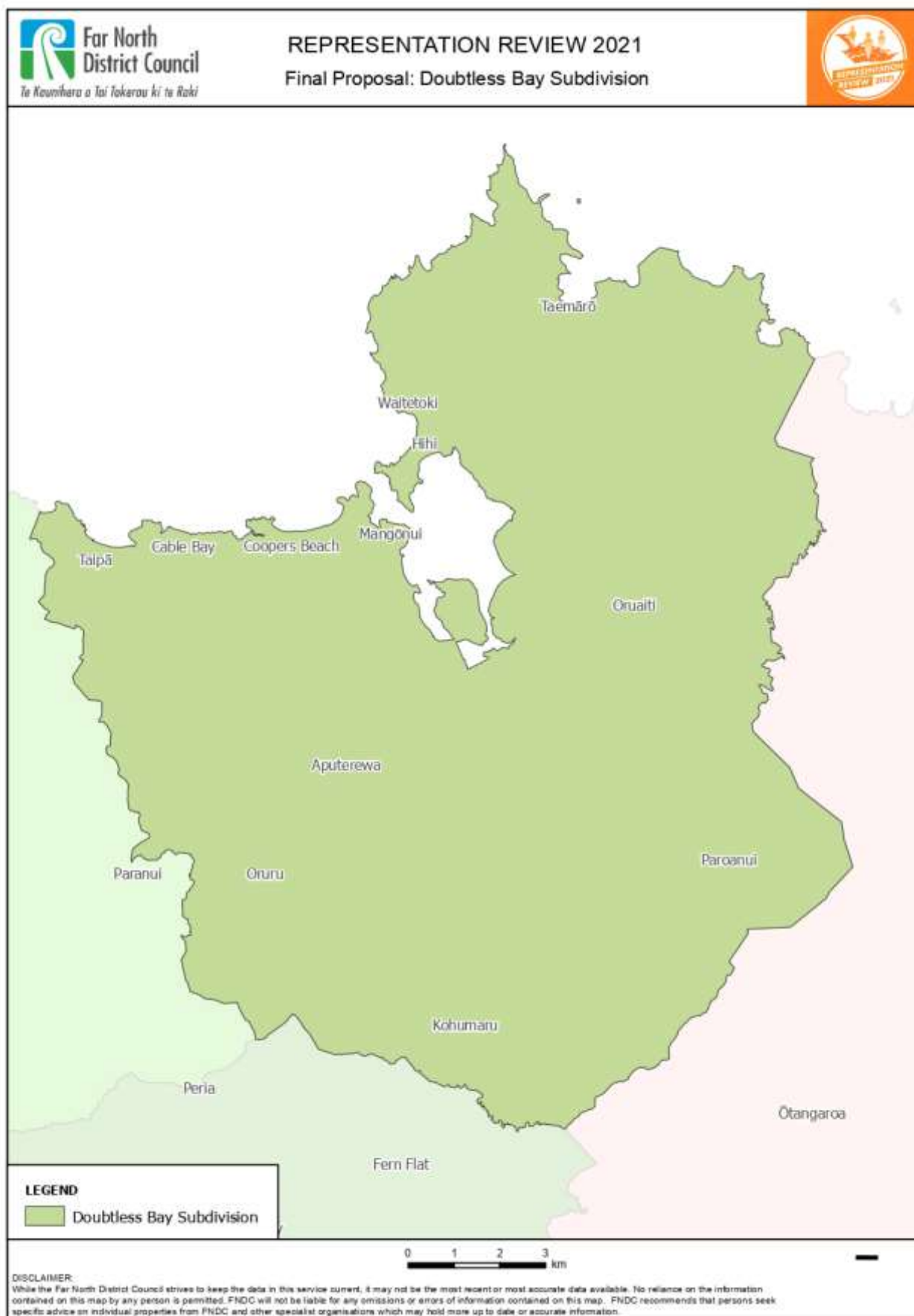








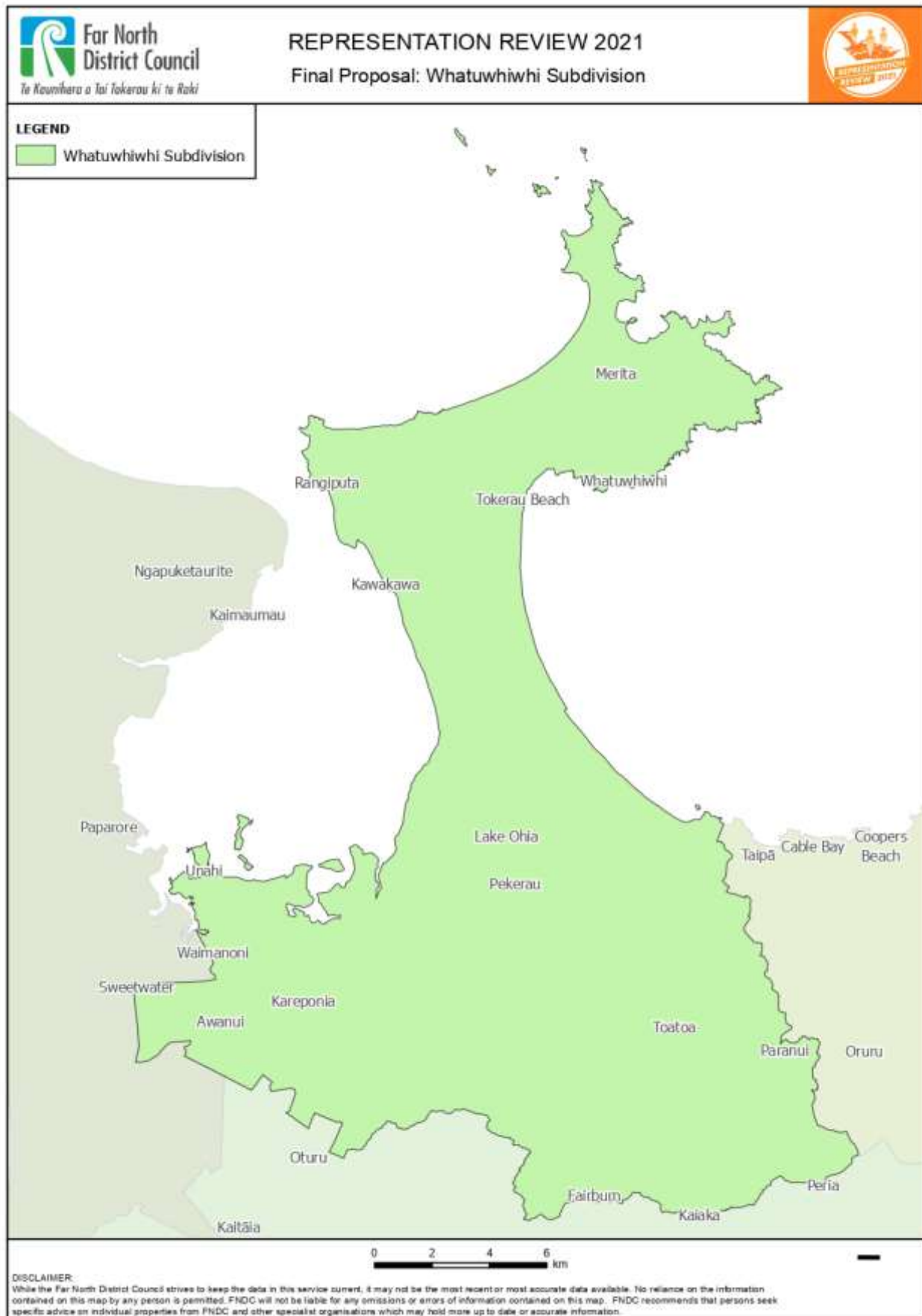


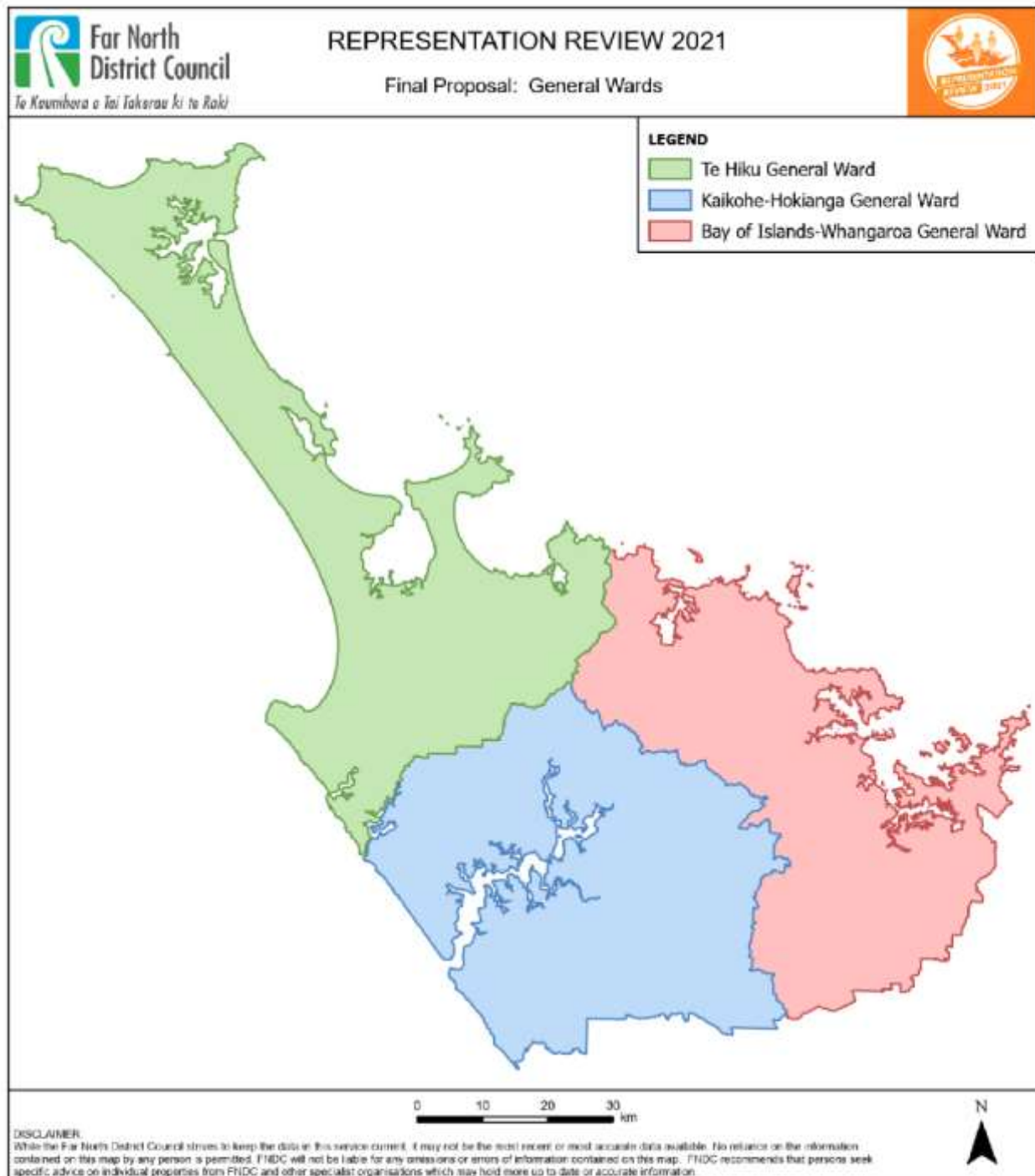


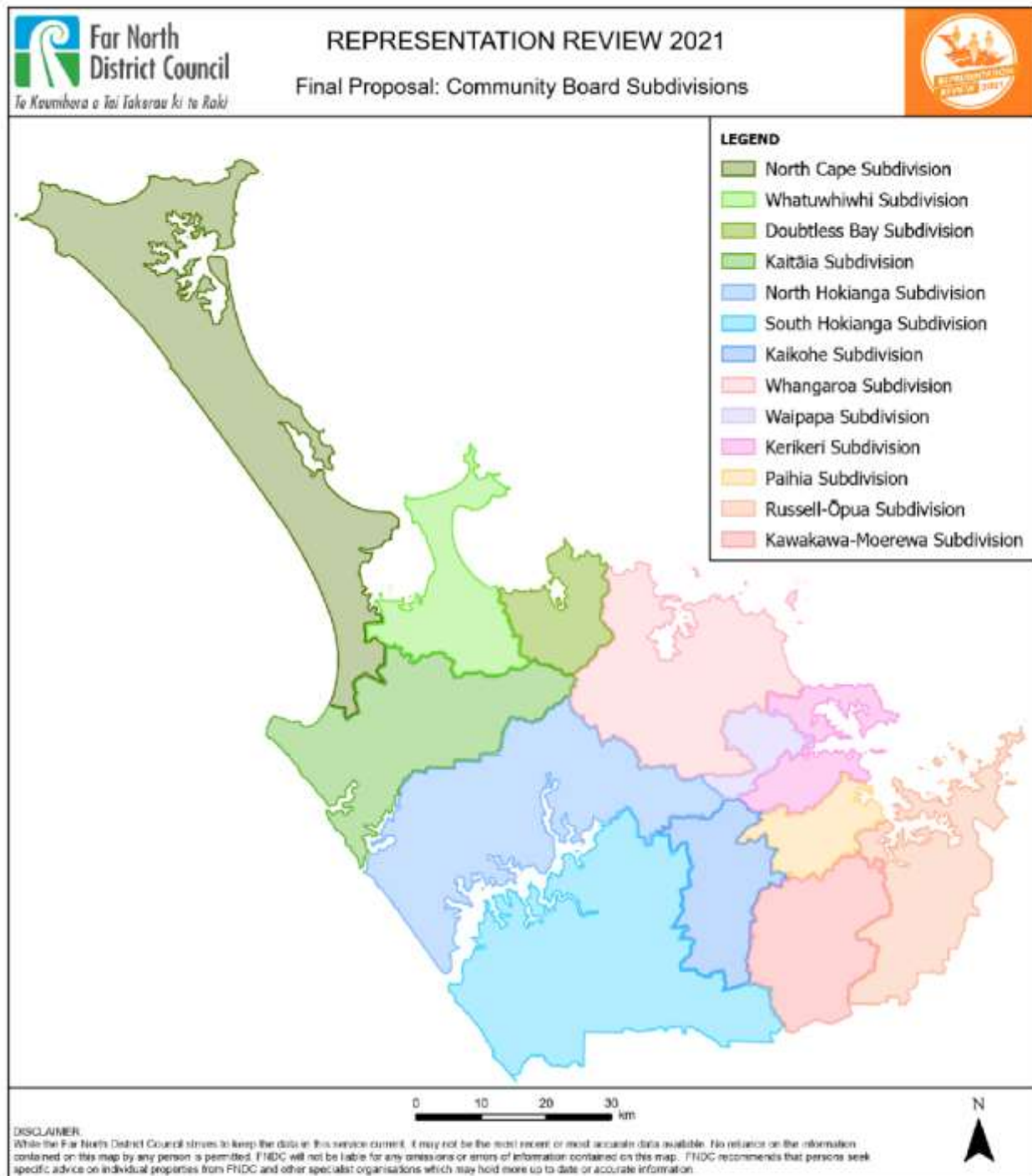












## Local Electoral Act - Statutory provisions and guidelines

The Local Electoral Act (LEA) prescribes the process and timeline that councils are required to follow when undertaking a representation review. Part 1A of the LEA sets out the requirements for a review of the representation arrangements by a territorial authority. When establishing Māori ward(s), the provisions of Schedule 1A substitute the Part 1A provisions, as required.

In addition to the specific requirements of Part 1A and Schedule 1A LEA, territorial authorities must also consider other relevant provisions of the LEA, including the purpose of the Act (to allow diversity, through local decision-making) and the following principles specified in section 1 LEA:

- Representative and substantive electoral participation in local elections and polls;
- Fair and effective representation for individuals and communities;
- Reasonable and equal opportunities to vote and nominate, or be nominated as candidates;
- Public confidence in, and public understanding of, local electoral processes.

### Considerations and principles

The LGC has issued guidelines for local authorities to consider when undertaking representation of reviews. These guidelines identify the key principles to be considered when conducting a review. These key principles are:

- Identifying communities of interest;
- Effective representation of electors (the optimal number of councillors);
- Fair representation of electors (compliance with the +/- 10% rule).

#### Identifying Communities of Interest

The district's land use is predominantly rural with supporting service towns. The largest residential concentrations are Kaitiāia, Kaikohe and Kerikeri.

During the review process, Council has considered the following factors when identifying the districts communities of interest:

- Current and historic boundaries and whether these are still relevant to the district;
- Changes to communities over time;
- Housing and development patterns and urban growth;
- Physical, geographical and topographical features and the issues faced by the communities in relation to these features (urban vs coastal issues);
- Similarities in the demographic and socio-economic characteristics of the residents of a community;
- Provision of goods and services and support to communities.

#### Effective representation of electors

When considering effective representation, Council must determine:

- The number of councillors to be elected to the Council;
- The basis of election of councillors - whether councillors are elected by wards or by the district as a whole (at-large) or by a mixture of wards and at large voting;

- If elected by wards, the number, boundaries and names of these wards and the number of councillors that will represent each ward;
- Whether to have community boards, and if so, how many, their boundaries and membership.

Currently the district is represented by 9 councillors elected from three wards, plus the mayor elected at-large along with 19 community board members elected to subdivisions within the three wards. Traditionally, wards have been based on geographic boundaries and common community interests.

During the review process, Council has considered the following factors when determining effective representation:

- The physical size of the district and the current wards and subdivisions;
- The number of communities of interest;
- The need to meet operational workload requirements of both the Council and individual councillors in attending Council and committee meetings;
- Access by the community to its elected representatives and the ability of councillors to access and engage with the community through public and face-to-face meetings.

#### Fair representation of electors

Fair representation is defined as a democratic model with the following characteristics:

- There is a reasonable ratio of councillors and community board members per head of the population;
- There is an assurance that councillors and community board members are in reasonable geographic proximity to the community for easy contact;
- There is sufficient opportunity for representation and involvement of communities.

Once communities of interest and effective representation have been established, Council must apply the principles of fair representation and ensure the +/- 10% rule is met, if practicable. The +/- 10% rule requires that the population of each ward (if applicable) divided by the number of councillors to be elected by that ward must not exceed +/- 10% of the population of the district divided by the total number of councillors. The same rule applies for community boards at the subdivision level.

Ordinary Council Meeting Minutes

12 August 2021

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE  
ON THURSDAY, 12 AUGUST 2021 AT 10.00 AM**

**PRESENT:** Mayor John Carter (HWTM), Deputy Mayor Cr Ann Court, Cr David Clendon, Cr Dave Collard, Cr Felicity Foy, Cr Mate Radich, Cr Rachel Smith, Cr Kelly Stratford, Cr Moko Tepania, Cr John Vujcich

**IN ATTENDANCE:** Emma Davis (Kaikohe-Hokianga Community Board Deputy Chair), Adele Gardner (Te Hiku Community Board Chairperson), Belinda Ward (Bay of Islands-Whangaroa Community Board), Frank Owen (Bay of Islands-Whangaroa Community Board Deputy Chair)

**STAFF PRESENT:** Shaun Clarke (Chief Executive Officer), William J Taylor, MBE (General Manager Corporate Services), Dean Myburgh (General Manager District Services), Andy Finch (General Manager Infrastructure and Asset Management), Darren Edwards (General Manager Strategic Planning and Policy)

**1 KARAKIA TIMATANGA – OPENING PRAYER**

His Worship the Mayor declared the meeting open and Councillor Dave Collard commenced the meeting with a prayer.

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

No apologies or declarations of interest.

**3 DEPUTATION**

- Kerry Shanta – Footpath from Ahipara to Kaitia – document number A13368132 refers.
- Dennis Corbett – Brownlie Project – document number A13368134 refers.

**4 NGĀ KŌRERO A TE KOROMATUA / MAYORAL ANNOUNCEMENTS**

Bravery Awards Ceremony

- Kohukohu Masonic Hotel – Kohukohu Volunteer Fire Fighters Neil Mathieson, Lindsey Davidson and Eva Walker, and local residents Shannon and Malcolm Tindall, Brian Crooks and Sean Butler.
- Pawarenga Floods – Macca Proctor.

Deputy Mayor Ann Court left the meeting at 10:55 am.

**5 NOTICE OF MOTION**

**5.1 NOTICE OF MOTION - KAIMAUMAU ROAD**

Agenda item 5.1 document number A3310921, pages 12 - 12 refers

**MOTION**

Moved: Cr Mate Radich  
Seconded: Mayor John Carter

Page 1



That the Far North District Council:

- a) place speed bumps on the tar seal in the village of Kaimaumau.
- b) remove all illegal obstacles (road tyres, signs, rocks) obstructing this road immediately.

**AMENDMENT**

Moved: Cr Felicity Foy  
Seconded: Cr Dave Collard

- c) agree that traffic calming measures on the metal portion of Kaimaumau Road, along with sealing of the short section of road to the Kaimaumau toilets, be initiated and
- d) approve an unbudgetted figure of \$50k towards this project.

**CARRIED**

AGAINST: Cr Rachel Smith

The amendment becomes the substantive motion.

**RESOLUTION 2021/58**

Moved: Cr Mate Radich  
Seconded: Mayor John Carter

That the Far North District Council:

- a) place speed bumps on the tar seal in the village of Kaimaumau.
- b) remove all illegal obstacles (road tyres, signs, rocks) obstructing this road immediately.
- c) agree that traffic calming measures on the metal portion of Kaimaumau Road, along with sealing of the short section of road to the Kaimaumau toilets, be initiated and
- d) approve an unbudgetted figure of \$50k towards this project.

**CARRIED**

**6 CONFIRMATION OF PREVIOUS MINUTES**

**6.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A3052380, pages 14 - 34 refers

**RESOLUTION 2021/59**

Moved: Mayor John Carter  
Seconded: Cr John Vujcich

That Council confirm the minutes of the Council meetings held 24 June 2021 and 1 July 2021 are a true and correct record.

**CARRIED**



**7 REPORTS****7.1 COUNCILLOR MATE RADICH - FORMAL REMOVAL FROM INFRASTRUCTURE COMMITTEE**

Agenda item 7.1 document number A3308147, pages 35 - 37 refers

**RESOLUTION 2021/60**

Moved: Mayor John Carter  
Seconded: Cr Felicity Foy

**That Council update the Infrastructure Committee Terms of Reference to remove Councillor Mate Radich from the Infrastructure Committee.**

**CARRIED**

**7.2 2021 MEETING SCHEDULE AMENDMENT**

Agenda item 7.2 document number A3305256, pages 38 - 41 refers

**RESOLUTION 2021/61**

Moved: Mayor John Carter  
Seconded: Cr John Vujcich

**That Council adopt the amended 2021 calendar as attached.**

**CARRIED**

**7.3 2021 REPRESENTATION ARRANGEMENTS REVIEW**

Agenda item 7.3 document number A3240077, pages 42 - 54 refers

**RESOLUTION 2021/62**

Moved: Mayor John Carter  
Seconded: Cr Moko Tepania

**That the Far North District Council, in accordance with sections 19H and 19J and clauses 1 and 2 of Schedule 1A of the Local Electoral Act 2001, adopts the following as its initial proposal for public consultation the review of representation arrangements for at least the 2022 triennial local elections:**

- a) **The Far North District Council to comprise the Mayor elected at large and 10 councillors elected under the ward system, specifically 6 general ward councillors and 4 Māori ward councillors.**
- b) **The Far North District Council be divided into 4 wards, these being:**
  - i) **Kaikohe-Hokianga General Ward (represented by 1 general ward councillor), comprising the area in the proposed Kaikohe-Hokianga General Ward map as shown on Attachment 1.**
  - ii) **Te Hiku General Ward (represented by 2 general ward councillors), comprising the area in the proposed Te Hiku General Ward map as shown on Attachment 2.**
  - iii) **Te Pēwhairangi-Whangaroa General Ward (represented by 3 general ward councillors), comprising the area in the proposed Te Pēwhairangi-Whangaroa General Ward map as shown on Attachment 3.**
  - iv) **Ngā Tai o Tokerau Māori Ward (represented by 4 Māori ward councillors),**

comprising the whole of the district in the proposed Māori Ward map as shown on Attachment 4.

- c) The Bay of Islands-Whangaroa name be proposed as Te Pēwhairangi-Whangaroa being the Māori name for Bay of Islands-Whangaroa.
- d) The Māori ward be named Ngā Tai o Tokerau.
- e) The above general wards are the current ward areas with the exception of the Kaikohe-Hokianga and the Te Pēwhairangi-Whangaroa ward boundaries to be altered as follows:
  - Meshblock 0037202 be added to the Te Pēwhairangi-Whangaroa General Ward from the Kaikohe-Hokianga General Ward.
  - Meshblock 0036401 be added to the Te Pēwhairangi-Whangaroa General Ward from the Kaikohe-Hokianga General Ward.
  - Meshblocks 0034600, 0034800 be added to the Te Pēwhairangi-Whangaroa General Ward from the Kaikohe-Hokianga General Ward.
- f) The number of Māori ward councillors complies with Schedule 1A of the Local Electoral Act 2001,
- g) The Far North District Council be divided into 3 subdivided communities, these being:
  - (i) Kaikohe-Hokianga Community subdivided into:
    - 1) Kaikohe Subdivision comprising the area in the proposed Kaikohe Subdivision map as shown on Attachment 5.
    - 2) North Hokianga Subdivision comprising the area in the proposed North Hokianga Subdivision map as shown on Attachment 6.
    - 3) South Hokianga Subdivision comprising the area in the proposed South Hokianga Subdivision map as shown on Attachment 7,

being the existing community board and subdivision areas with the exception of the Kaikohe-Hokianga Community Board subdivision boundaries to be altered as follows:

- a. Meshblocks 0032600, 0033200, 0033100, 0032700, 0033000 be added to the Kaikohe Subdivision from the South Hokianga Subdivision
- b. Meshblocks 0039200, 0039500, 0040501, 0040502, 0040601 and 0040602 to be added to the South Hokianga from the Kaikohe Subdivision

(ii) Te Hiku Community subdivided into:

- 1) Doubtless Bay Subdivision comprising the area in the proposed Doubtless Bay Subdivision map as shown on Attachment 8.
- 2) Kaitāia Subdivision comprising the area in the proposed Kaitāia Subdivision map as shown on Attachment 9.
- 3) North Cape Subdivision comprising the area in the proposed North Cape Subdivision map as shown on Attachment 10.
- 4) Whatuwhiwhi Subdivision comprising the area in the proposed Whatuwhiwhi Subdivision map as shown on Attachment 11.

being the current community board and subdivision areas with the exception of the Te Hiku Community Board subdivision boundaries to be altered as follows:

- a. Meshblock 0012701 be added to the Whatuwhiwhi Subdivision from the North Cape Subdivision

(iii) **Te Pēwhairangi-Whangaroa Community subdivided into:**

- 1) **Kawakawa-Moerewa Subdivision** comprising the area in the proposed Kawakawa-Moerewa Subdivision map as shown on Attachment 1.
- 2) **Kerikeri Subdivision** comprising the area in the proposed Kerikeri Subdivision map as shown on Attachment 13.
- 3) **Paihia Subdivision** comprising the area in the proposed Paihia Subdivision map as shown on Attachment 14.
- 4) **Russell-Ōpua Subdivision** comprising the area in the proposed Russell-Ōpua Subdivision map as shown on Attachment 15.
- 5) **Waipapa Subdivision** comprising the area in the proposed Waipapa Subdivision map as shown on Attachment 16.
- 6) **Whangaroa Subdivision** comprising the area in the proposed Whangaroa Subdivision map as shown on Attachment 17.

being the existing community board and subdivision areas with the exception of the **Te Pēwhairangi-Whangaroa Community Board** subdivision boundaries to be altered as follows:

- a. **Meshblock 0047701** be added to the **Kawakawa-Moerewa Subdivision** from the **Russell-Ōpua Subdivision**
- b. **Meshblocks 0046100, 0046400, 0046700, 0046801, 0047801** be added to the **Russell-Ōpua Subdivision** from the **Kawakawa-Moerewa Subdivision**
- c. **Meshblocks 4009371, 4009372, 0043905, 0044701** be added to the **Kerikeri Subdivision** from the **Whangaroa Subdivision**
- d. **Meshblocks 0033600, 0033800, 0043902, 0043904, 0043905, 0043907, 0044003, 0044004, 0044005, 0044008, 0044503, 0044504, 0044505, 0044506, 0044507, 0044508, 0044603, 0044604, 0044605, 0044606, 0044607, 0044608, 0044609, 0044701, 0044703, 0044801, 4007581, 4007583, 4008359, 4008360, 4008361, 4009371, 4009372, 4010073, 4011285, 4011286, 4011319** be added to the **Waipapa Subdivision** from the **Kerikeri Subdivision**

h) **There be 19 community board members, being:**(i) **7 members elected from the Te Pēwhairangi-Whangaroa Community Board comprising:**

- 1) **Kawakawa-Moerewa Subdivision – 1 member**
- 2) **Kerikeri Subdivision – 2 members**
- 3) **Paihia Subdivision – 1 member**
- 4) **Russell-Ōpua Subdivision – 1 member**
- 5) **Waipapa Subdivision – 1 member**
- 6) **Whangaroa Subdivision – 1 member**

and 1 member of the Council representing the **Te Pēwhairangi-Whangaroa Ward** appointed to the community board by Council

(ii) **6 members elected from the Kaikohe-Hokianga Community Board comprising:**

- 1) **Kaikohe Subdivision – 3 members**
- 2) **North Hokianga Subdivision – 1 member**
- 3) **South Hokianga Subdivision – 2 members**

and 1 member of the Council representing the **Kaikohe-Hokianga Ward** appointed to the community board by Council

(iii) 6 members elected from the Te Hiku Community Board comprising:

- 1) Doubtless Bay Subdivision – 1 member
- 2) Kaitāia Subdivision – 3 members
- 3) North Cape Subdivision – 1 member
- 4) Whatuwhiwhi Subdivision – 1 member

and 1 member of the Council representing the Te Hiku Ward appointed to the community board by Council

i) The reasons for the boundary alterations to the wards and community board subdivisions are:

(i) the adjustments ensure that communities of interest that were split are now rectified

(ii) in rectifying the communities of interest, the adjustments largely comply with section 19V Local Electoral Act 2001 (the fair representation criteria) with the exceptions of:

- Te Hiku General Ward
- North Cape Subdivision of the Te Hiku Community Board
- Whangaroa Subdivision of Te Pēwhairangi-Whangaroa Community Board
- Russell-Ōpua Subdivision of Te Pēwhairangi-Whangaroa Community Board
- South Hokianga Subdivision of Kaikohe-Hokianga Community Board
- Kaikohe Subdivision of Kaikohe-Hokianga Community Board

(iv) the affected meshblocks are contiguous, have no physical divisions and are similar to the surrounding land.

And that the formal, legislative consultative process and the following timetable be adopted.

Council Resolution (Initial)	12 August 2021 (last legal date 31 August 2021) (section 19H, LEA)
Public Notice	20 August 2021 (within 14 days of resolution) (section 19M, LEA)
Public Submission Period	20 August to 1 October 2021 (six weeks) (section 19M, LEA)
Submissions Heard	14-15 October 2021 (section 19M, LEA)
Council Resolution (Final)	4 November 2021 (section 19N, LEA)
Public Notice	12 November 2021 (within 6 weeks of close of submissions) (section 19N, LEA)
Public Objection Period	12 November to 13 December 2021 (one month) (section 19N, LEA)
Forward Material to LGC	By 24 December 2021 (if required) (section 19Q, LEA)

Note that if section 19V Local Electoral Act 2001 has not been complied (+/- 10% rule), the matter is treated as an objection and automatically referred to the Local Government Commission for determination, such determination to be made by 10 April 2022.

And that the hearing of any representation arrangements review submissions received be heard by Council on 14-15 October 2021.

#### AMENDMENT

Moved: Cr Felicity Foy

Seconded: Cr Dave Collard

*Ngā Tai o Tokerau Māori Ward (represented by 4 Māori Ward councillors), comprising of 2 Māori Ward Councillors from the North and 2 Māori Ward Councillors from the South of the district, in the proposed Māori Ward map as shown on Attachment 4.*

LOST

**CARRIED**

#### 7.4 KOUTU MANGEROA PICNIC AREA ENCROACHMENT

Agenda item 7.4 document number A3264735, pages 74 - 80 refers

##### **MOTION**

- a) That Council engage with the kaitiaki of the Koutū Mangeroa Picnic Area to formalise a Kaitiaki Agreement for the lawful use of the area as a campground.
- b) That Council engage with the kaitiaki to obtain the necessary consents under the Resource Management Act, Local Government Act and Health Act to facilitate the lawful use of the area as a campground.

##### **AMENDMENT**

Moved: Mayor John Carter

Seconded: Cr Rachel Smith

That Council

- a) refer this back to the Kaikohe-Hokianga Community Board for consideration.
- b) agree that a final report be presented to Council no later than December 2021.

**CARRIED**

The amendments became the substantive motion.

##### **RESOLUTION 2021/63**

Moved: Mayor John Carter

Seconded: Cr Rachel Smith

That Council

- a) refer this back to the Kaikohe-Hokianga Community Board for consideration.
- b) agree that a final report be presented to Council no later than December 2021.

**CARRIED**

#### 7.5 APPOINTMENT OF DIRECTOR TO THE BOARD OF NORTHLAND ADVENTURE EXPERIENCE LIMITED 2

Agenda item 7.5 document number A3307299, pages 81 - 84 refers

##### **RESOLUTION 2021/64**

Moved: Cr Moko Tepania

Seconded: Mayor John Carter

That Council:

- a) formally note the resignation from Councillor Moko Tepania from the Northland Adventure Experience Limited Board,

	<b>CARRIED</b>
b) appoint Councillor David Clendon as a Director on the Northland Adventure Experience Limited Board;	
	<b>CARRIED</b>
c) agree to indemnify Councillor Clendon for professional negligence as a director when acting in good faith in his capacity as a director.	
	<b>CARRIED</b>
AGAINST Crs Rachel Smith and Vujcich against	
	<b>CARRIED</b>
NOTE:	
• Mayor John Carter acknowledged Cr Moko Tepania for his representation on the NAX committee.	
• Democracy Services to send copy of today's Council minutes to the Northland Adventure Experience Limited Board	

## 7.6 POU HERENGA TAI TWIN COAST CYCLE TRAIL BYLAW REVIEW

Agenda item 7.6 document number A3307827, pages 85 - 104 refers

### RESOLUTION 2021/65

Moved: Cr John Vujcich

Seconded: Cr Rachel Smith

#### That Council:

- a) agree, under section 155(1) of the Local Government Act 2002, that a Bylaw is the most appropriate way of addressing problems related to the Pou Herenga Tai - Twin Coast Cycle Trail.
- b) agree, under section 155(2) of the Local Government Act 2002, that the current Pou Herenga Tai - Twin Coast Cycle Trail Bylaw is not the most appropriate form because:
  - i) it is not consistent with relevant laws and legislation
  - ii) it is not certain.
- c) agree, the Pou Herenga Tai - Twin Coast Cycle Trail Bylaw be continued with amendment to:
  - i) ensure consistency with relevant laws and legislation
  - ii) improve certainty
- d) note, that under section 155(2) of the Local Government Act 2002, a full analysis of any implications regarding the Pou Herenga Tai - Twin Coast Cycle Trail Bylaw under the New Zealand Bill of Rights Act 1990 cannot be completed until the amendments to the bylaw have been written.
- e) agree that a draft policy for the Pou Herenga Tai Twin Cost Cycle Trail Bylaw be presented to the Strategy and Policy Committee in the first quarter of 2022 prior to consultation.

**CARRIED**

ABSTAIN: Cr Mate Radich

**8 INFORMATION REPORTS****8.1 THREE WATERS REFORM**

Agenda item 8.1 document number A3301784, pages 105 - 206 refers

**RESOLUTION 2021/66**

Moved: Mayor John Carter

Seconded: Cr John Vujcich

**That Council:**

- a) will provisionally opt out of the Three Waters Reform until such a time as more information comes to light to enable an informed decision to be made by Council.

**CARRIED**

AGAINST: Crs Rachel Smith, Kelly Stratford and Moko Tepania.

- b) Staff report back to the 4 November 2021 Council meeting with the findings of the detailed analysis required to be undertaken by Councils during August and September.

**CARRIED**

- c) work with our neighbouring Councils, those being Whangarei, Kaipara and Northland Regional Council, in an attempt to find a water entity and governance structure that suits our region; and

**CARRIED**

- d) consult with our community on this issue and if necessary hold a referendum in our district on the issue, initially using its quarterly poll to get an indication and initial feedback.

**CARRIED**

Deputy Mayor Ann Court returned to the meeting 12:22 pm.

Meeting adjourned 12:23 pm – 1:00 pm

**8.2 COMMUNITY BOARD UPDATES JULY 2021**

Agenda item 8.2 document number A3308100, pages 207 - 222 refers

**RESOLUTION 2021/67**

Moved: Mayor John Carter

Seconded: Cr John Vujcich

**That Council note the following Community Board minutes:**

- a) Te Hiku Community Board, 6 July 2021.  
b) Kaikohe-Hokianga Community Board, 7 July 2021.  
c) Bay of Islands-Whangaroa Community Board, 8 July 2021.

**CARRIED**



**8.3 COUNCIL ACTION SHEET UPDATE AUGUST 2021**

Agenda item 8.3 document number A3308085, pages 223 - 240 refers

**RESOLUTION 2021/68**

Moved: Cr Ann Court  
 Seconded: Cr Felicity Foy

That Council receive the report Action Sheet Update August 2021.

**CARRIED****9 PUBLIC EXCLUDED****RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2021/69**

Moved: Mayor John Carter  
 Seconded: Cr Ann Court

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
<b>9.1 - Confirmation of Previous Minutes - Public Excluded</b>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</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>	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



## Ordinary Council Meeting Minutes

12 August 2021

<b>9.2 - Rating Sale Endorsement Bay of Islands-Whangaroa</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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
<b>9.3 - FNDC Contract No 7/21/150 Community Road Safety Promotion Activity Services - Contract Award</b>	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
<b>9.4 - Far North Housing Opportunities</b>	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
<b>9.5 - Chief Executive Employment Section 35 Review</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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**

At the conclusion of the public excluded session the meeting confirmed that information and decisions discussed with the public excluded would remain confidential.

**10 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER****11 MEETING CLOSE**

The meeting closed at 3:55pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 23 September 2021.

.....  
**CHAIRPERSON**

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE VIRTUALLY VIA MICROSOFT TEAMS  
ON THURSDAY, 21 OCTOBER 2021 AT 1.00 PM**

**PRESENT:** Mayor John Carter (HWTM), Deputy Mayor Ann Court, Cr David Clendon, Cr Dave Collard, Cr Felicity Foy, Cr Mate Radich, Cr Rachel Smith, Cr Kelly Stratford, Cr Moko Tepania, Cr John Vujcich

**IN ATTENDANCE:** Mike Edmonds (Member), Adele Gardner (Te Hiku Community Board Chairperson), Belinda Ward (Bay of Islands-Whangaroa Community Board), Dale Ofoske (Electoral Officer), William J Taylor, MBE (Chief Executive Officer, Acting), Dean Myburgh (General Manager District Services), Andy Finch (General Manager Infrastructure and Asset Management), Darren Edwards (General Manager Strategic Planning and Policy)

**1 KARAKIA TIMATANGA / OPENING PRAYER**

His Worship the Mayor commenced the meeting with a prayer.

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

Nil

**3 NGĀ TONO KŌRERO / DEPUTATION**

Nil

**4 NGĀ KŌRERO A TE KOROMATUA / MAYORAL ANNOUNCEMENTS**

Nil

**5 REPORTS**

**5.1 REPRESENTATION REVIEW 2021 - DELIBERATION ON SUBMISSIONS**

Agenda item 5.1 document number A3413095, pages 12 - 46 refers.

**RESOLUTION 2021/52**

Moved: Mayor John Carter

Seconded: Deputy Mayor Ann Court

**That Council:**

**a) note the 129 valid submissions received on the Representation Review Initial Proposal for the 2022 triennial local government elections;**

**b) in deliberating on submissions relating to the Representation Review Initial Proposal for the 2022 triennial local government elections makes the following amendments to its initial proposal:**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, David Clendon, Dave Collard, Felicity Foy, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

**CARRIED**

**4.1 ONE GENERAL WARD AND ONE MĀORI WARD WITH AT LARGE VOTING****MOTION**

Moved: Cr Moko Tepania

Seconded: Deputy Mayor Ann Court

That Council amend the initial proposal to establish one general ward and one Māori ward for the 2022 Election.

In Favour: Deputy Mayor Ann Court, Rachel Smith and Moko Tepania

Against: Mayor John Carter, David Clendon, Dave Collard, Felicity Foy, Mate Radich, Kelly Stratford and John Vujcich

**LOST 3/7**

**MOTION**

Moved: Cr Felicity Foy

Seconded: Cr Dave Collard

That Council amend the initial proposal to establish 3 Māori wards, following the general ward boundaries.

In Favour: Dave Collard and Felicity Foy

Against: Mayor John Carter, Deputy Mayor Ann Court, David Clendon, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Abstained: Mate Radich

**LOST 2/7**

**3.15 DO YOU AGREE WITH COUNCIL'S PROPOSAL TO INCREASE THE NUMBER OF COUNCILLORS FROM NINE TO TEN?****MOTION**

Moved: Cr Mate Radich

Seconded: Cr Kelly Stratford

That Council amend the initial proposal to 12 councillors:

i. 8 General

ii. 4 Māori

In Favour: Dave Collard, Mate Radich and Kelly Stratford

Against: Mayor John Carter, Deputy Mayor Ann Court, David Clendon, Felicity Foy, Rachel Smith, Moko Tepania and John Vujcich

**LOST 3/7**

**MOTION**

Moved: Deputy Mayor Ann Court

Seconded: Cr Moko Tepania

That Council amend the initial proposal to 14 councillors:

- i. 9 General
- ii. 5 Māori

In Favour: Deputy Mayor Ann Court

Against: Mayor John Carter, David Clendon, Dave Collard, Felicity Foy, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

**LOST 1/9**

**MOTION**

Moved: Cr Moko Tepania

Seconded: Cr John Vujcich

That Council amend the initial proposal to 20 councillors:

- i. 12 General
- ii. 8 Māori

In Favour: Deputy Mayor Ann Court, Rachel Smith, Moko Tepania and John Vujcich

Against: Mayor John Carter, David Clendon, Dave Collard, Felicity Foy, Mate Radich and Kelly Stratford

**LOST 4/6**

**MOTION**

Moved: Cr Felicity Foy

Seconded: Mayor John Carter

That Council amend the initial proposal to 9 councillors:

- i. 6 General
- ii. 3 Māori

In Favour: Dave Collard, Felicity Foy and Mate Radich

Against: Mayor John Carter, Deputy Mayor Ann Court, David Clendon, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

**LOST 3/7**

At 2:35 pm, Cr Mate Radich left the meeting.

At 2:41 pm, Cr David Clendon left the meeting due to technical difficulties.

### **3.1 DO YOU SUPPORT ALL OF AWANUI BEING INCLUDED IN THE WHATUWHIWHI SUBDIVISION?**

**MOTION**

Moved: Cr Felicity Foy  
Seconded: Cr Dave Collard

That Council amend the initial proposal to move all of Awanui to North Cape subdivision.

In Favour: Dave Collard, Felicity Foy and John Vujcich

Against: Mayor John Carter, Deputy Mayor Ann Court, Rachel Smith, Kelly Stratford and Moko Tepania

**LOST 3/5**

At 2:44 pm, Cr David Clendon returned to the meeting.

**3.7 DO YOU SUPPORT THE ESTABLISHMENT OF A NEW WAIPAPA SUBDIVISION  
WITHIN THE BAY OF ISLANDS-WHANGAROA WARD?**

**RESOLUTION 2021/53**

Moved: Mayor John Carter  
Seconded: Cr Rachel Smith

**That Council amend the initial proposal to adopt Option 1 - Alter Te Pēwhairangi-Whangaroa Community Board subdivision boundaries as follows:**

**a) Meshblocks 0044008 and 4010073 to be added to the Kerikeri Subdivision from the Waipapa Subdivision.**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, David Clendon, Dave Collard, Felicity Foy, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

**CARRIED**

Deputy Mayor Ann Court declared conflict of interest on item 3.8 in the agenda.

**3.10 DO YOU SUPPORT MAROMĀKŪ AND WAIOMIO MOVING TO THE RUSSELL-ŌPUA  
SUBDIVISION?**

**RESOLUTION 2021/54**

Moved: Cr Kelly Stratford  
Seconded: Cr Rachel Smith

**That Council amend the initial proposal to alter Te Pēwhairangi-Whangaroa Community Board subdivision boundaries as follows;**

**a) Meshblocks 0046100, 0046400, 0046700, 0046801, 0047801 to be added to the Kawakawa-Moerewa Subdivision from the Russell-Ōpua Subdivision.**

**to recognise Maromākū and Waiomio as communities of interest within the Kawakawa-Moerewa subdivision rather than the Russell-Ōpua subdivision and that Council note that it will be non-compliant with the +/- 10% rule but can be justified by not splitting communities of interest.**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, David Clendon, Dave Collard, Felicity Foy, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

**CARRIED**

**3.11 DO YOU SUPPORT RENAMING THE BAY OF ISLANDS-WHANGAROA WARD TO ITS MĀORI NAME, TE PĒWHAIRANGI-WHANGAROA?**

**RESOLUTION 2021/55**

Moved: Cr Rachel Smith

Seconded: Cr David Clendon

**That Council amend the initial proposal and Te Pēwhairangi-Whangaroa be changed to Bay of Islands-Whangaroa (retain the existing ward name).**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, David Clendon, Dave Collard, Felicity Foy, Rachel Smith, Kelly Stratford and John Vujcich

Against: Moko Tepania

**CARRIED**

**6 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

Cr Moko Tepania closed with a karakia.

**7 MEETING CLOSE**

**The meeting closed at 3:15 pm.**

**The minutes of this meeting will be confirmed at the Council Meeting held on 4 November 2021.**

.....  
**CHAIRPERSON**

**6.3 2021-24 NLTP OUTCOMES****File Number: A3437397****Author: Calvin Thomas, General Manager - Northland Transportation Alliance****Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management****TAKE PŪRONGO / PURPOSE OF THE REPORT**

The purpose of this paper is to provide Council with an update on the 2021-24 NLTP subsidy funding for our Land Transport activities and inform Council's decisions regarding use of remaining unsubsidised local share.

**WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

On 7<sup>th</sup> September 2021 Waka Kotahi announced their approved subsidy funding for:

- Local road maintenance
- Road to Zero: Road safety promotion
- Low Cost-Low Risk (LCLR) activities which include Road to Zero, Walking and Cycling improvements and Local Road improvement activity classes

Waka Kotahi also provided an indicative indication of whether major project investment activities would be funded, subject to further justified technical investment applications, these are classified as "probable". Other projects which may possibly be funded if more money becomes available from Waka Kotahi, these are classified as "possible".

With subsidy funding now confirmed, full option and impact analysis has been undertaken by the Northland Transportation Alliance, included as an attachment to this paper.

**TŪTOHUNGA / RECOMMENDATION**

**That Council:**

- a) Receives the NTA Report dated 30<sup>th</sup> September – 2021-24 NLTP Outcomes**
- b) Approves Option 3, to:**
  - i) reinstate a portion of the original funding request Local Share (\$3,282,622) into the Council's 2021-31 Long Term Plan to enable full renewals subsidy uptake from Waka Kotahi, the reinstatement would be divided into the following portions:**
    - 1) Reinstate \$1,094,207 of renewal funding into 2021/22 budget**
    - 2) Reinstate \$2,188,415 of renewal funding into the Annual Plan, split evenly, for 2022/23 and 2023/24 and;**
  - ii) redistribute the unsubsidised local share portion (\$4,277,963) as follows:**
    - 1) \$461,125 as unsubsidised work activities for maintenance activities**
    - 2) \$578,753 as unsubsidised work activities for operational activities**
    - 3) \$3,238,085 as unsubsidised work activities (New Footpaths programme and safety – pedestrian improvements) under the Low Cost-Low Risk Investment Activities.**
- c) Confirms the previously endorsed unsubsidised roading capital sealing budget included in the Long Term Plan (\$2,060,000 FY2022/23), instead of reallocation to other unsubsidised roading activities.**

## 1) TĀHUHU KŌRERO / BACKGROUND

The NTA prepared a funding budget for the Council to maintain, operate, renew, and invest in transportation infrastructure which was submitted into the Council's Long-Term Plan (LTP). The same funding request was submitted to Waka Kotahi for subsidy.

The subsidy application was made under Waka Kotahi NZ Transport Agency's Funding Assistance Rates (FAR) policy through the National Land Transport Fund (NLTF) for the 2021-24 period to co-invest in local roading transport activities.

The funding application was justified through the Northland Regional Activity Management Plan 2021-2051: Transportation (AMP).

The AMP supported a funding request not only to maintain existing levels of service, but in key areas such as unsealed roads, bridges, structures, and cycleway maintenance additional funding requirements were identified and applied for to implement targeted improvement programmes.

The funding application is classified into various activity classes as defined in the Government Policy Statement on Land Transport (GPS). The activity classes are high-level groupings of outputs, e.g., Road to Zero, Local road maintenance, etc.

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

Full analysis of the funding outcomes and associated recommendations is provided in detail in the attached paper entitled "*FNDC NTA Agenda Report FNDC 2021 – 24 NLTP Subsidy Funding Announcement - Final*".

### Take Tūtohunga / Reason for the recommendation

The supporting reasoning for the proposed recommendations is provided in detail in the attached paper entitled "*FNDC NTA Agenda Report FNDC 2021 – 24 NLTP Subsidy Funding Announcement - Final*".

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

Financial implications and a recommendation is provided in detail in the attached paper entitled "*FNDC NTA Agenda Report FNDC 2021 – 24 NLTP Subsidy Funding Announcement - Final*".

## ĀPITIHINGA / ATTACHMENTS

1. **Attachment 1 - FNDC NTA Agenda report FNDC 2021-24 NLTP Subsidy Funding Announcement - Final - A3437695** [!\[\]\(e04a2df4a948cc496cda3a868d1e74be\_img.jpg\) !\[\]\(c975569833cee78db62fbb5425c2a66b\_img.jpg\)](#)



**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	The decisions or matters of this report do trigger the significance criteria outlined in Council's Significance and Engagement Policy.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This matter pertains to the Local Government Act, Long Term Plan (LTP), Regional Land Transport Plan (RLTP), National Land Transport Programme (NLTP).
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This matter has District wide relevance and all members of the community have been given an opportunity to provide their feedback through the LTP submissions process.
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.	All members of our community have been given an opportunity to provide feedback through the LTP submissions 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).	All members of our community will likely be affected.
State the financial implications and where budgetary provisions have been made to support this decision.	There are financial implications as a result of this report
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report



Meeting: Council – 4<sup>th</sup> November 2021

Name of Item: 2021-24 NLTP Outcomes

Author: Dawn Spence – NTA Asset Strategy and Management Lead

Date of Report: 30<sup>th</sup> September 2021

## 1 Purpose

The purpose of this paper is to provide Council with an update on the 2021-24 NLTP subsidy funding for our Land Transport activities and inform Council's decisions regarding use of remaining unsubsidised local share.

## 2 Background

The NTA prepared a funding budget for the Council to maintain, operate, renew, and invest in transportation infrastructure which was submitted into the Council's Long-Term Plan (LTP). The same funding request was submitted to Waka Kotahi for subsidy.

The subsidy application was made under Waka Kotahi NZ Transport Agency's Funding Assistance Rates (FAR) policy through the National Land Transport Fund (NLTF) for the 2021-24 period to co-invest in local roading transport activities.

The funding application was justified through the Northland Regional Activity Management Plan 2021-2051: Transportation (AMP).

The AMP supported a funding request not only to maintain existing levels of service, but in key areas such as unsealed roads, bridges, structures, and cycleway maintenance additional funding requirements were identified and applied for to implement targeted improvement programmes.

On the 31<sup>st</sup> May 2021, Waka Kotahi issued an indicative allocation for Council that was \$17m lower than the bid made late in 2020. In early June 2021, Audit New Zealand made it clear that, at the instruction of the Office of the Auditor General, Council would receive a qualified audit opinion for the 2021-31 Long Term Plan if the budgetary provisions were not reduced to the level of the Waka Kotahi indicative allocation. To achieve a "clean" opinion, \$17m was removed from the renewal budgets over 3 years as the indicative allocation did not include any analysis of the work groups that would be affected. The amendment was made on the basis that Council could decide to re-instate renewal budgets during 2021-22 and amend the figures in the up-coming Annual Plans if required. This protected the local share that formed part of the rate calculation and ensured that, providing the final allocation was not more than the indicative allocation, maintenance budgets would not be compromised. This report is now seeking a partial re-instatement of renewal funding as the final allocation for renewals is higher than provided for in the LTP.

The funding application is classified into various activity classes as defined in the Government Policy Statement on Land Transport (GPS). The activity classes are high-level groupings of outputs, e.g., Road to Zero, Local road maintenance, etc.

On 7<sup>th</sup> September 2021 Waka Kotahi announced their approved subsidy funding for:

- Local road maintenance
- Road to Zero: Road safety promotion

FNDC – 4<sup>th</sup> November 2021

- Low Cost-Low Risk (LCLR) activities which include Road to Zero, Walking and Cycling improvements and Local Road improvement activity classes

Waka Kotahi also provided an indicative indication of whether major project investment activities would be funded, subject to further justified technical investment applications, these are classified as "probable". Other projects which may possibly be funded if more money becomes available from Waka Kotahi, these are classified as "possible".

### 3 Discussion – Local Roads Maintenance: MO&R and Low Cost-Low Risk Activities

#### 3.1 Requested Funding budget for 2021-24 NLTP vs Approved Subsidy

The funding budget prepared for the 2021-24 NLTP versus the Waka Kotahi approved subsidy of 7<sup>th</sup> September is shown below in Table 1.

**Table 1 Comparison of 3-year funding request versus approval**

Far North District Council - Summary of 3 Year Funding Budget Request and Waka Kotahi NZTA Subsidy Funding approval	2018-21 NLTP Approved Budget \$	2021-24 NLTP Funding Budget Request \$	2021-24 NLTP Waka Kotahi Approved Subsidy \$	2021-24 NLTP Difference (Approved - Requested) \$
Σ of Maintenance	25,021,405	30,906,609	29,734,108	-1,172,501
Σ of Operations	12,502,532	19,866,374	17,999,430	-1,866,944
Σ of Renewals	38,786,563*	54,897,068	48,243,686	-6,653,382
<b>Σ of Local Road Maintenance</b>	<b>76,310,500</b>	<b>105,670,051</b>	<b>95,977,225</b>	<b>-9,692,826</b>
Σ of Road Safety Promotion	3,415,000	5,679,084	5,364,084	-315,000
<b>Σ of Low Cost Low Risk Investment Activities</b>	<b>18,932,986*</b>	<b>45,083,434</b>	<b>27,525,000</b>	<b>-17,558,434</b>

\* Bridge funding moved from LC-LR to Renewals for comparison to 2021-24 NLTP

This section contains details of funding outcomes for the specific funding categories of:

- Local Roads Maintenance
- Road Safety Promotion
- Low Cost Low Risk

The Investment Activities (or Major Capital projects) prepared for the 2021-24 NLTP with the Waka Kotahi funding priority announcement on 7<sup>th</sup> September a discussed within Section 4.

#### 3.2 Implications of funding approvals

Overall, the funding approvals from Waka Kotahi for the 2021-24 NLTP are significantly greater than the 2018-21 NLTP, although less than the requested budget.

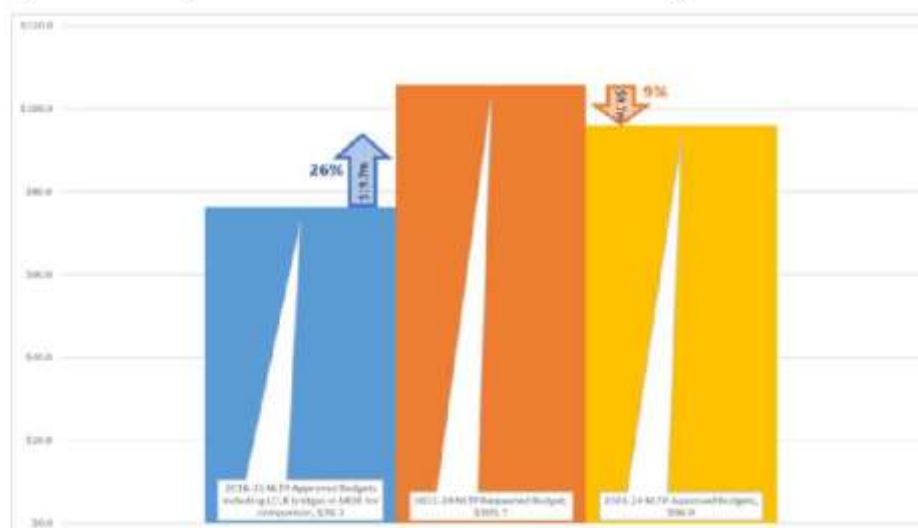


### Local Roads Maintenance Funding

The work activities under the Local Roads Maintenance which did not receive full subsidy funding is across maintenance, operations, and renewals. The implications on the activities which did not achieve the funding requested are:

- Unsealed Pavements –
  - Removal of subsidised dust suppression.
  - An 86% increase in funds from 2018-21 NLTP was requested for Heavy Metaling but only a 58% increase in funds was approved. This will result in our planned Centre of Excellence Paige Green program being rolled out at half capacity for year 1, but full capacity in years 2 and 3, and
  - The return cycle for pavement rehabilitations of Band 2 (Forestry Roads) extended to a 20yr return programme (originally 15yrs).
- Sealed roads – A 50% increase in funds from 2018-21 NLTP was requested but only a 40% increase in funds was approved. This will stretch the Thin Asphaltic Concrete (TAC) resealing programme from three years to four years.
- Bridge and Structures renewals – (This work category was moved from LCLR in the 2018-21 period to the Local Road Maintenance activity class in the 2021-24 period). A significant increase (43% for bridges alone) in funding was being sought, but only a 7% increase in funds was approved. This reduced budget from planned AMP remains similar to the previous NLTP and is equivalent to extending the three-year programme out to four years and halving the retaining wall maintenance and renewals programme.
- Drainage renewals – a reduction from both the planned AMP programme and the previous NLTP budgets in planned renewal operation (approx. 10%).
- Environmental Services – a reduction of AMP planned vegetation spray (approx. 10%) but remains greater than the previous NLTP.
- Network Services maintenance – a reduction of the AMP planned paint remarking (approx. 10%) but remains greater than the previous NLTP
- Halved the previous NLTP Travel Demand management budget under the Network and Asset Management.

**Figure 3.1 - Comparison of Local Road Maintenance Funding**



FNDC – 4<sup>th</sup> November 2021

### Road Safety Promotion Funding

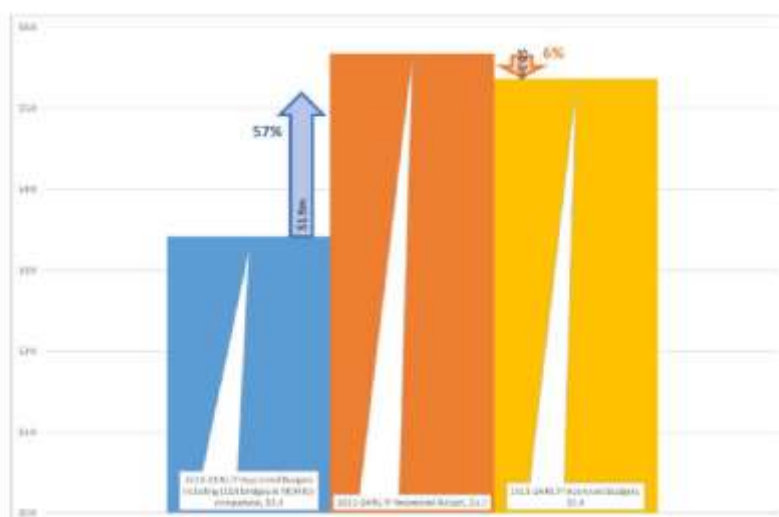
The requested funds under the Road Safety Promotion activity class, which is a 66% increase from the 2018-21 funding, was requested but only 57% increase in funds was approved.

The increase is for:

- An increased programme in Kerikeri under REAP for existing Alcohol & Drug, Young Driver and Speed programmes as well as restraints. It also includes for allowance for an in-house NTA coordinator.

The declined portion was due to the inclusion of the Heavy Transport (HT) training within the original submission, which is not eligible for RSP subsidy.

**Figure 3.2 - Comparison of Road Safety Promotion Funding**

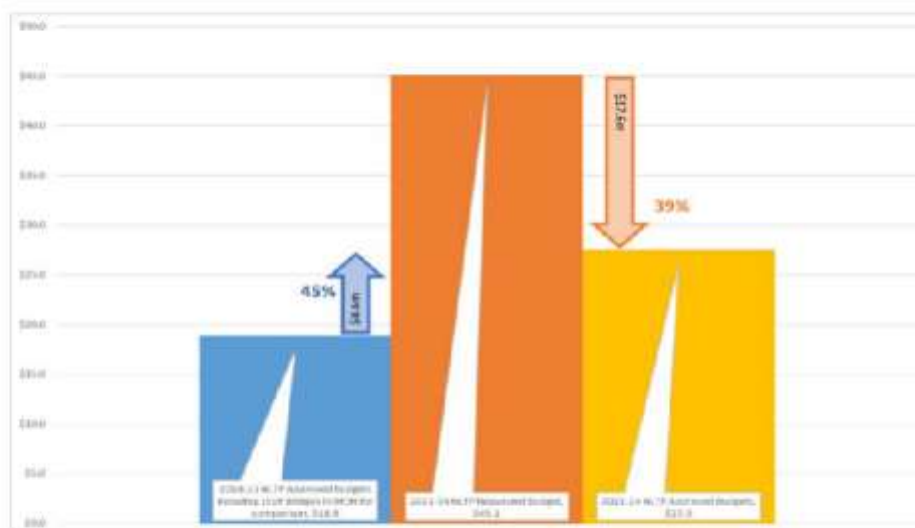


### Low Cost – Low Risk Investment Funding

Within the Low Cost - Low Risk Road investments activity class, each listed project was rated Very High, High, Medium or Low against the Government Policy Statement (GPS) alignment. Waka Kotahi set the National Funding priority levels and therefore several low and medium rated LCLLR projects which were below the funded priority levels did not receive subsidy.

A full listing of the submitted LC-LR projects and their approval status is included in Appendix A, but in brief, the following projects did not achieve the subsidy funding:

- Various New footpaths / Shared Use paths and recreation tracks
- Various Pedestrian access upgrades in urban areas and Safety improvements
- Twin Coast Discovery Walking tracks
- Various cycleways: improvements and linkages, including destination facilities
- Bus stops and shelters, Ride shares and Parking facilities
- Lighting Improvements
- New Road traction seals
- 3-Year planning for next NLTP for HRR1 and resilience programmes

**Figure 3.3 - Comparison of Low Cost - Low Risk Road Investment Funding**

### 3.3 Local share of funding for Local Road Maintenance & LCLR Investment Activities

Based upon the Waka Kotahi NZTA subsidy funding approvals, the current adjusted-LTP (previously adjusted under the recommendation of audit to match the indicative funding) and the Requested Funding Budget, there are three options to present which consider the local share portion of the LTP which will not receive subsidy funding. Each option includes a potential action regarding the calculated unsubsidised local share<sup>1</sup>, and the implication to the roading network. The Options are:

- Option 1 - the reallocation of all roading surplus adjusted-LTP local share funds (\$4,28M)<sup>2</sup> to other Council Projects, which will result in limited improvements to the network and the possibility of a continued network decline at a similar rate to the previous NLTP period. It does not allow for any unsubsidised investment activities and does not uptake the full Waka Kotahi subsidy available.
- Option 2 - the redistribution of all roading surplus adjusted-LTP local share funds (\$4,28M)<sup>3</sup>, to unsubsidised activities within the Local Road Maintenance and enable further uptake of available renewals subsidy, which will reduce the network decline and address some of the targeted improvement programmes defined in the AMP. It does not allow for any unsubsidised investment activities and does not uptake the full Waka Kotahi subsidy available.

<sup>1</sup> Refer to applicable tables 2, 3 and 4.

<sup>2</sup> Refer to Table 2.

<sup>3</sup> Refer to Table 3.

- Option 3 - the reinstatement of \$3.28M<sup>4</sup> of local share of the original-LTP renewals roading funding request and redistribution of the available \$4.28M surplus local share to achieve the following:
  - Reinstating \$3.28M of renewals local share will enable the full uptake of the renewals portion of the Local Road Maintenance Subsidy from Waka Kotahi.
  - The redistribution of the surplus LTP local share (\$4,28M) as unsubsidised funds will reduce the network decline the most from the three options and addresses the majority of the targeted improvement programmes defined in the AMP.
  - This option further enables the construction of all the New footpaths programme under the LCLR activities and some further Pedestrian safety improvements.as unsubsidised activities

Each option is presented below:

#### • Option 1

Option 1 is the reallocation of all roading surplus to other Council Projects.

Table 2 below demonstrates the figures related to this option for Local Road Maintenance, Road Safety Promotion and Low Cost-Low Risk Investment activities *only*. The table shows the breakdown of the three funding amounts: requested; adjusted-LTP and approved subsidy and the surplus unsubsidised locals share, calculated from the adjusted-LTP less the approved subsidy. This unsubsidised local share equates to \$4,28M. The final column of the table presents the outcome for Option 1 for the reallocation the \$4.28M roading surplus unsubsidised LTP funds to other projects within Council.

This option would have the most impact on the proposed AMP Levels of Service (LOS) for Local Road Maintenance: MO&R activities with only 81% of the MO&R activities being able to be achieved (\$85.4M out of a planned \$105,7M). Compared to the previous NLTP (and allowing for escalation) this option is approx. a 4% increase on work activities and as such will continue a steady decline in the levels of service for the network. This option does not enable the implementation of the targeted improvement plan as defined in the evidence-based AMP.

This option does not permit the full uptake of the allowable subsidy funding, i.e., the current allocation of the adjusted-LTP funds does not provide an opportunity to uptake all the Waka Kotahi funding subsidy for the Local Road Maintenance: Renewals.

Council originally applied for \$54.9M of Renewals funding, NZTA approved \$48.3M of funding however Council only allowed \$37.7M of funding for Renewals in the approved LTP. At present Council would be unable to uplift \$10.6M of available renewals funding, with Council requiring a further \$3.28M of Local share to be reinstated to the approved LTP to uplift this NZTA funding.

A further consideration of this option is that there are no unsubsidised funds available for community projects, like new footpaths which were declined under the LC-LR approvals.

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<sup>4</sup> Refer to Table 4.



**Table 2 - Summary of Local share Option 1**

Far North District Council - Summary of 3 Year Funding Budget Request and Waka Kotahi NZTA Subsidy Funding					
	2021-24 NLTP Funding Budget Request \$	2021-24 Adjusted LTP (3 YEARS) \$	2021-24 NLTP Waka Kotahi Approved Subsidy \$	Surplus unsubsidised adjusted-LTP local share \$	Option 1 Outcome \$
Σ of Maintenance	30,906,609	30,906,609	29,734,108	363,475	29,734,108
Σ of Operations	19,866,374	19,866,374	17,999,430	578,753	17,999,430
Σ of Renewals	54,897,068	37,654,584	48,243,686	0	37,654,584
Σ of Local Road Maintenance	105,670,051	88,427,568	95,977,225	942,228	85,388,123
					81%
Σ of Road Safety Promotion	5,679,084	5,679,084	5,364,084	97,650	5,364,084
Σ of Low Cost Low Risk Investment Activities	45,083,434	37,970,435	27,525,000	3,238,085	27,525,000
Σ of Total	156,432,569	132,077,087	128,866,309	4,277,963	118,277,207
local share 31%	48,494,097	40,943,897	39,948,556		36,665,934
Subsidy 69%	107,938,473	91,133,190	88,917,753		81,611,273

• **Option 2**

Option 2 is the redistribution of all roading surplus adjusted-LTP local share funds to unsubsidised activities within Local Road Maintenance activities.

Table 3 below demonstrates the figures related to this option for Local Road Maintenance, Road Safety Promotion and Low Cost-Low Risk Investment activities *only*. The table shows the breakdown of the three funding amounts: requested; adjusted-LTP and approved subsidy as well as the surplus unsubsidised local share, calculated from the adjusted-LTP less the approved subsidy and the redistribution of those surplus amounts. This unsubsidised local share equates to \$4.28M. The final column of the table presents the outcome for Option 2 for the redistribution the \$4.28M roading surplus unsubsidised LTP funds to unsubsidised activities within Local Road Maintenance activities.

While both Option 2 and option 3 both similarly provide for the least impact on the proposed AMP Levels of Service (LOS) for Local Road Maintenance: MO&R activities with 92% of the MO&R activities being able to be achieved (\$96.9M out of a planned \$105.7M), this option does not provide for any unsubsidised funds to be available for community projects, like new footpaths which were declined for subsidy by Waka Kotahi under the LC-LR approvals

Compared to the previous NLTP (and allowing for escalation) this option is approx. a 15% increase on work activities versus a planned 25% increase on work activities (as per the AMP) and as such will reduce any decline in the levels of service for the network.

While this option does not enable the full implementation of the targeted improvement plan as defined in the evidence-based AMP it is a major increase from Option 1.



The redistribution of the surplus is as follows:

- With the rates-funded Local Road Maintenance Activities of Maintenance and Operations and Road Safety Promotions:
  - redistribute the Road Safety Maintenance local share of \$98k along with the maintenance local share of \$363k as unsubsidised funding to fund the maintenance operation to closer to the desired AMP LOS. (98%)
  - redistribute the Operations local share of \$579k as unsubsidised funding to fund the maintenance operation to closer to the desired AMP LOS (94%)
- With the debt funded Local Road Maintenance Activity of Renewals and Low Cost-Low Risk Activities:
  - redistribute the Low Cost-Low Risk surplus local share of \$3,24M as subsidised funding to uptake the Waka Kotahi funds under the Renewal activities.
  - This will enable an increased Drainage renewal programme, Bridge and structure renewal programme, unsealed road metaling programme and an increased sealed road resurfacing programme to be undertaken.
  - This option would enable a greater uptake of the potential subsidy funding for the renewal activities, \$48.1M of the available \$48,2M (noting this achieves 88% of the \$54.9M renewal works planned within the AMP.

**Table 3 - Summary of Local share redistribution Option 2**

Far North District Council - Summary of 3 Year Funding Budget Request and Waka Kotahi NZTA Subsidy Funding						
	2021-24 NLTP Funding Budget Request \$	2021-24 Adjusted LTP (3 YEARS) \$	2021-24 NLTP Waka Kotahi Approved Subsidy \$	Surplus - unsubsidised adjusted-LTP local share \$	Redistribution request (changes to surplus) \$	Option 2 Outcome \$
Σ of Maintenance	30,906,609	30,906,609	29,734,108	363,475	97,650	30,195,234
Σ of Operations	19,886,374	19,886,374	17,999,430	578,753	0	18,578,183
Σ of Renewals	54,897,068	57,654,584	48,243,686	0	3,238,085	48,100,019
Σ of Local Road Maintenance	105,690,051	88,427,568	95,977,225	942,228	3,335,735	96,873,436
						92%
Σ of Road Safety Promotion	5,679,084	5,679,084	5,364,084	97,650	-97,650	5,364,084
Σ of Low Cost Low Risk Investment Activities	45,083,434	37,970,435	27,525,000	3,238,085	-3,238,085	27,525,000
Σ of Total	156,432,569	132,077,087	128,866,309	4,277,963	0	129,762,520
local share 31%	48,496,097	40,943,897	39,948,556			40,844,767
Subsidy 69%	107,938,473	91,133,190	88,917,753			88,917,753

reallocated funds used for subsidy uptake

### • Option 3

Option 3 is the reinstatement of a portion (\$3,28M) of the adjusted-LTP to enable full uptake of the available subsidy under renewals and to then redistribute the surplus local share as unsubsidised activities.

Table 4 below demonstrates the figures related to this option for Local Road Maintenance, Road Safety Promotion and Low Cost-Low Risk Investment activities *only*. The table shows:

- Columns 1-3: the breakdown of the three funding amounts of requested; adjusted-LTP and approved subsidy.
- Columns 4 & 5: the requested reinstatement to the LTP and the outcome of the LTP with the reinstatement included.
- Columns 6 & 7: the surplus unsubsidised locals share, calculated from the reinstated-LTP less the approved subsidy and the redistribution of those surplus amounts. (This unsubsidised local share equates to \$4.28M).  
The last column of the table presents the final outcome for Option 3 following reinstatement of renewals local share and the redistribution of the existing roading surplus as unsubsidised activities.

Similarly to option 2, this option would have the least impact on the proposed AMP Levels of Service (LOS) for Local Road Maintenance: MO&R activities with 92% of the MO&R activities being able to be achieved (\$97.0M out of a planned \$105.7M), however in addition this option does provide for the surplus LC-LR local share to be allocated as unsubsidised funding to be available for community projects, such as the new footpaths programme and some safety-pedestrian improvements, which were declined for subsidy by Waka Kotahi under the LC-LR approvals.

Compared to the previous NLTP (and allowing for escalation) this option is approx. a 15% increase on work activities versus a planned 25% increase on work activities (as per the AMP) and as such will reduce any decline in the levels of service for the network.

Similarly, to option 2, while this option does not enable the full implementation of the targeted improvement plan as defined in the evidence-based AMP, it is a major increase from Option 1.

The reinstatement of the \$3.28M would be divided into the following portions:

- ❖ Reinstatement \$1,094,207 of renewal funding into 2021/22 budget
- ❖ Reinstatement \$2,188,415 of renewal funding into the Annual Plan, split evenly, for 2022/23 and 2023/24.

With the reinstatement of \$3.28M allowing full uptake of the full available renewal's subsidy, the proposed redistribution of the existing surplus local share (\$4.28M) is as follows:

- Rates-funded Local Road Maintenance Activities of Maintenance and Operations and Road Safety Promotions:
  - Redistribute the Road Safety Maintenance local share of \$98k along with the maintenance local share of \$363k as unsubsidised funding to fund the maintenance operation to closer to the desired AMP LOS. (98%)
  - Redistribute the Operations local share of \$579k as unsubsidised funding to fund the maintenance operation to closer to the desired AMP LOS (94%)
- With the debt funded Local Road Maintenance Activity of Renewals and Low Cost-Low Risk Activities:
  - Redistribute the Low Cost-Low Risk surplus local share of \$3.24M as unsubsidised subsidised funding. (\$2.88M for the new footpaths programme and the balance \$0.36M for Safety-Pedestrian Improvements).

Table 4 - Summary of Local share redistribution Option 3

Far North District Council - Summary of 3 Year Funding Budget Request and Waka Kotahi NZTA Subsidy Funding									
	2021-24 NLTP Funding Budget Request \$	2021-24 Adjusted LTP (3 YEARS)	2021-24 NLTP Waka Kotahi Approved Subsidy \$	Request reinstatement to LTP (local share @ 31%) \$	Outcome for Requested reinstatement to 2021-24 LTP \$	Surplus unsubsidised reinstated- LTP local share \$	Redistribution request (changes to surplus) \$	Option 3 Outcome \$	
Σ of Maintenance	30,906,609	30,906,609	29,734,108	0	30,906,609	363,475	97,650	30,195,234	
Σ of Operations	19,866,374	19,866,374	17,999,430	0	19,866,374	578,753	0	18,578,183	
Σ of Renewals	54,897,068	37,654,584	48,243,686	3,282,622	48,243,686	0	0	48,243,686	
Σ of Local Road Maintenance	105,670,051	88,427,568	95,977,225	3,282,622	99,016,670	942,228	97,650	97,017,103	
								92%	
Σ of Road Safety Promotion	5,679,084	5,679,084	5,364,084	0	5,679,084	97,650	-97,650	5,364,084	
Σ of Low Cost Low Risk Investment Activities	45,083,434	37,970,435	27,525,000	0	37,970,435	3,238,085	0	30,763,085	
Σ of Total	156,432,569	132,077,087	128,866,309	3,282,622	142,666,189	4,277,963	0	133,144,272	
local share 31%	48,494,097	40,943,897	39,948,556					44,226,519	
Subsidy 69%	107,938,473	91,133,190	88,917,753					88,917,753	

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### Preferred Option

The NTA's strategy is to ensure all current assets are maintained, operated, and renewed at the desired Level of Service as justified through its AMP.

Proposed Options 1, 2 & 3 provide 81%, 92% and 92% respectively, of funding to achieve the MO&R activities.

Options 1 & 2 provide no additional funding for LCLR activities other than those prescribed by Waka Kotahi, while Option 3 enables the full New footpath programme to be added to the programme of works.

Option 3 is the preferred option for the NTA as it provides the best opportunity for the desired AMP Level of Service (LOS) for MO&R activities to be maintained and provides for the construction of the complete 3-year programme of New footpaths/shared use.

## 4 Discussion – Investment Activities

### 4.1 Requested Funding budget for 2021-24 NLTP vs Approved Subsidy

The Investment Activities or Major Capital projects prepared for the 2021-24 NLTP with the Waka Kotahi funding priority announcement on 7<sup>th</sup> September are shown below in Table 5.

**Table 5 List of Investment Activities in the 2021-24 NLTP**

Name	Phase Identifier	Funding	Total
Activity Management Plan 2021-24	Improvement to existing AMP	Probable	2,287,500
Integrated Transport Planning	Business Case	Probable	1,565,000
Kaitia to Kohukohu Plan	Business Case	Probable	50,000
Kenkeri Area Transport Network Plan	Business Case	Not included in 2021-24 NLTP	1,200,000
Twin Coast Cycle Trail development	Pre-implementation* - Design and Land Purchase	Not included in 2021-24 NLTP	1,704,859
Twin Coast Cycle Trail development	Implementation	Not included in 2021-24 NLTP	8,595,141

Waka Kotahi also provided an indicative indication of whether major project investment activities would be funded, but subject to further justified technical investment submissions, these are classified as "probable".

Other projects which may possibly be funded if more money becomes available from Waka Kotahi, these are classified as "possible".

Projects noted as not included in the 2021-24 NLTP have not been funded.

## 5 Recommendations

That the Council:

1. Receives the NTA Report dated 30<sup>th</sup> September – 2021-24 NLTP Outcomes
2. Approves Option 3, to:
  - a. reinstate a portion of the Original funding Request Local Share (\$3,282,622) into the Council's 2021-31 Long Term Plan to enable full renewals subsidy uptake from Waka Kotahi, the reinstatement would be divided into the following portions:
    - i. Reinstatement \$1,094,207 of renewal funding into 2021/22 budget
    - ii. Reinstatement \$2,188,415 of renewal funding into the Annual Plan, split evenly, for 2022/23 and 2023/24 and;
  - b. to redistribute the unsubsidised local share portion (\$4,277,963) as follows:
    - i. \$461,125 as unsubsidised work activities for maintenance activities
    - ii. \$578,753 as unsubsidised work activities for operational activities
    - iii. \$3,238,085 as unsubsidised work activities (New Footpaths programme and safety – pedestrian improvements) under the Low Cost-Low Risk Investment Activities.

## 6 Report Approval

Approved by:



Calvin Thomas - NTA General Manager  
18<sup>th</sup> October 2021



## APPENDIX A

### Low cost / low risk improvements 2021-24

Council or Approved Organization: Far North District Council

Spreadsheet generated for: DSpence

Activity name	Activity status	Location description	Activity description	GPS alignment rating	Requested budget this NLTP period by year			IA assessment of GPS alignment rating	NZTA status
					Total cost \$'s 2021/22	Total cost \$'s 2022/23	Total cost \$'s 2023/24		
Safety - High Risk Rural Roads (HRRR)	Draft	Opua Car Ferry to Russell Village	Safety - High Risk Rural Roads (HRRR)	High	0	0	0	High	Approved
Safety - Speed Management	Draft	SH10 Kerikeri/Waipapa Catchment Speed Limit Review; Local feeder roads in conjunction with NZTA program	Speed Management	High	0	20,000	0	High	Approved
Safety - High Risk Rural Roads (HRRR)	Draft	Kaitia-Awaroa Ahipara-Mangamuka (Hokianga Harbour) SNP	Safety - High Risk Rural Roads (HRRR)	High	100,000	1,400,000	0	High	Approved
Safety - High Risk Rural Roads (HRRR)	Draft	Ahipara Sandhills SNP	Safety - High Risk Rural Roads (HRRR)	High	200,000	0	0	High	Approved
Safety - Speed Management via Local Area TM	Draft	LATM - Moerewa - Otiria & side roads, to support Speed Limit Review Program	Speed Management	High	0	0	250,000	High	Approved
Safety - Speed Management	Draft	Kaikohe (mid-north)	Speed Management	High	0	0	100,000	High	Approved
Safety - Speed Management	Draft	South Hokianga	Speed Management	High	0	0	100,000	High	Approved
Safety - School Zones (& Safer Journeys for Schools)	Draft	School Zones Springbank, to support Speed Limit Review Program	Safety - School Zones (& Safety Journeys for Schools)	High	0	0	70,000	High	Approved
Safety - School Zones (& Safer Journeys for Schools)	Draft	School Zones Kaikohe East, to support Speed Limit Review Program	Safety - School Zones (& Safety Journeys for Schools)	High	70,000	0	0	High	Approved

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Activity name	Activity status	Location description	Activity description	GPS alignment rating	Requested budget this NLTP period by year			IA assessment of GPS alignment rating	NZTA status
					Total cost \$'s 2021/22	Total cost \$'s 2022/23	Total cost \$'s 2023/24		
Journeys for Schools)									
Safety - Speed Management via Local Area TM	Draft	Other LATM Areas Far North (Innovating Streets/Urban Designs)	Speed Management	High	0	0	0	High	Approved
Safety - Speed Management via Local Area TM	Draft	LATM - Kaeo Urban Area, to support Speed Limit Review Program	Speed Management	High	0	0	0	High	Approved
Safety - Speed Management via Local Area TM	Draft	LATM - Kaikohe Nth Urban Area, to support Speed Limit Review Program	Speed Management	High	400,000	0	0	High	Approved
Safety - High Risk Rural Roads (HRRR)	Draft	Kaitia to Taipa (via Peria)	Safety - High Risk Rural Roads (HRRR)	High	0	0	0	High	Approved
Safety - High Risk Rural Roads (HRRR)	Draft	Rawene Rd (SH12 to Car Ferry) (Ssi)	Safety - High Risk Rural Roads (HRRR)	High	0	0	300,000	High	Approved
Safety - High Risk Rural Roads (HRRR)	Draft	Karikari Peninsula	Safety - High Risk Rural Roads (HRRR)	High	0	0	0	High	Approved
Safety - High Risk Rural Roads (HRRR)	Draft	Kerikeri Inlet Rd (Cobham Rd to Pa Rd)	Safety - High Risk Rural Roads (HRRR)	High	0	0	0	High	Approved
Safety - Speed Management	Draft	Safety - Speed Management	Speed Management	High	0	0	0	High	Approved
Safety - Speed Management	Draft	North Hokianga & Kaitia	Speed Management	High	750,000	0	0	High	Approved
Safety - Speed Management	Draft	Russell / Kawakawa	Speed Management	High	0	50,000	550,000	High	Approved
Safety - Speed Management	Draft	Bay of Islands & Kerikeri	Speed Management	High	50,000	1,200,000	0	High	Approved
Safety - Speed Management	Draft	BOIW Community Board Plan - Town Safety and beautification	Speed Management	High	20,000	20,000	20,000	High	Approved

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Activity name	Activity status	Location description	Activity description	GPS alignment rating	Requested budget this NLTP period by year			IA assessment of GPS alignment rating	NZTA status
					Total cost \$'s 2021/22	Total cost \$'s 2022/23	Total cost \$'s 2023/24		
Safety - Speed Management	Draft	Threshold Treatment Signage, to support Speed Management Program.	Speed Management	High	10,000	0	0	High	Approved
Safety - High Risk Rural Roads (HRRR)	Draft	Te Ahu Ahu Rd Route (SSI)	Safety - High Risk Rural Roads (HRRR)	High	0	47,000	550,000	High	Approved
Safety - Speed Management via Local Area TM	Draft	LATM - Kaikohe 5th Urban Area, to support Speed Limit Review Program	Speed Management	High	0	0	0	High	Approved
Safety - Speed Management via Local Area TM	Draft	LATM - Kaitia Urban Area, to support Speed Limit Review Program	Speed Management	High	0	0	300,000	High	Approved
Safety - Speed Management via Local Area TM	Draft	LATM - Kawakawa Urban Area, to support Speed Limit Review Program	Speed Management	High	0	0	0	High	Approved
Safety - School Zones (& Safer Journeys for Schools)	Draft	Safety - School Zones (& Safer Journeys for Schools)	Safety - School Zones (& Safer Journeys for Schools)	High	0	0	0	High	Approved
Safety - School Zones (& Safer Journeys for Schools)	Draft	School Zones Kaitia, to support Speed Limit Review Program	Safety - School Zones (& Safer Journeys for Schools)	High	0	70,000	0	High	Approved
Safety - School Zones (& Safer Journeys for Schools)	Draft	School Zones Kaikohe Christian, to support Speed Limit Review Program	Safety - School Zones (& Safer Journeys for Schools)	High	70,000	0	0	High	Approved
Safety - School Zones (& Safer Journeys for Schools)	Draft	School Zones Kerikeri Primary, to support Speed Limit Review Program	Safety - School Zones (& Safer Journeys for Schools)	High	70,000	0	0	High	Approved
Safety - School Zones (& Safer Journeys for Schools)	Draft	School Zones Riverview, to support Speed Limit Review Program	Safety - School Zones (& Safer Journeys for Schools)	High	0	60,000	250,000	High	Approved

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Activity name	Activity status	Location description	Activity description	GPS alignment rating	Requested budget this NLTP period by year			IA assessment of GPS alignment rating	NZTA status
					Total cost \$'s 2021/22	Total cost \$'s 2022/23	Total cost \$'s 2023/24		
Safety - School Zones (& Safer Journeys for Schools)	Draft	School Zones Okaihau, to support Speed Limit Review Program	Safety - School Zones (& Safety Journeys for Schools)	High	0	70,000	0	High	Approved
Safety - Pedestrian Improvements	Draft	Raised Table Zebra Crossings - Upgrade existing	Safety - Pedestrian Improvements	High	30,000	70,000	70,000	High	Approved
Safety - High Risk Rural Roads (HRRR)	Draft	Safety - High Risk Rural Roads (HRRR)	Safety - High Risk Rural Roads (HRRR)	High	0	0	0	High	Approved
Safety - High Risk Rural Roads (HRRR)	Draft	Wiroa Rd Route (SSI)	Safety - High Risk Rural Roads (HRRR)	High	0	0	0	High	Approved
Safety - Pedestrian Improvements	Draft	Safety - Pedestrian Improvements	Safety - Pedestrian Improvements	Medium	0	0	0	High	Approved
Safety - Urban/Rural Intersection (HRR)	Draft	Kaitia (Need a RAB_RSAP/DL requirements)	Urban/Rural Roads Intersection Improvements	Medium	80,000	0	0	High	Approved
Safety - Urban/Rural Intersection (HRR)	Draft	Dominion Road/Bank Street	Urban/Rural Roads Intersection Improvements	Medium	0	0	0	High	Approved
Safety - Speed Management via Local Area TM	Draft	Safety - Speed Management via Local Area TM	Speed Management	Medium	0	0	0	High	Approved
Safety - High Risk Rural Roads (HRRR)	Draft	Heritage Bypass / Waipapa / Kapiro Route (SSI)	Safety - High Risk Rural Roads (HRRR)	Medium	0	0	0	High	Approved
Cycleways - BOIW Community Board Plan (Links to TCCT)	Draft	Install 2nd pedestrian crossing North end of Kawakawa Town	New and improved Cycle Network	Very high	0	0	30,000	Very high	Approved
New Footpaths / Shared Use	Draft	Paihia to Waitangi - Shared Path to Te Ti	New shared use path from Paihia to Waitangi. Identified in the SH1 L PBC. Part of the Te Araroa Trail. This is two separate projects - works around the Peninsula and the Shared Path	Very high		1,000,000	1,000,000	Very high	Approved

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					Total cost \$'s 2021/22	Total cost \$'s 2022/23	Total cost \$'s 2023/24		
Cycleways - BOIW Community Board Plan (Links to TCCT)	Draft	Connect cycle and pedestrian pathways to parks and reserves around Kawakawa	New and improved Cycle Network	Very high	5,000	5,000	5,000	Very high	Approved
Cycleways - BOIW Community Board Plan (Links to TCCT)	Draft	Better Cycle Trail signage needed for route connections & safety	New and improved Cycle Network	Very high	5,000	5,000	5,000	Very high	Approved
Cycleways - BOIW Community Board Plan (Links to TCCT)	Draft	Cycle Trail diversion to Te Honoonga & connecting trails to Kawiti Caves, Opua, Te Rito Marae, Ngawha Marae	New and improved Cycle Network	Very high	0	50,000	100,000	Very high	Approved
Wharf supporting infrastructure	Draft	Scope and locations to be considered on various locations across the District on the roading network	Implement prioritised programme arising from 2020 Regional Boat Ramp Study (TIF). Includes projects arising from TCDR	Medium	100,000	450,000	450,000	Medium	Approved
Accessibility Infrastructure	Draft	Scope and locations to be considered on various locations across the District on the roading network	Installation of accessibility infrastructure i.e. mobility scooter facilities ? ramps, wheelchairs, etc	Medium	0	50,000	50,000	Medium	Approved
Access Improvements	Draft	Prioritised projects include - Waitangi, Paihia, Haruru Falls, Opononi, Kohukohu, Horeke	Improve access to facilities - TCDR SH11 Improve Access to Waitangi, Haruru Falls Rd Imp, TCDR SH12 Paikanae and Waiwhatawhata Marae's and Cemetery access, Kohukohu and Horeke TCDR	Medium	100,000	450,000	450,000	Medium	Approved
Township upgrades	Draft	District wide	implement urban land use transport connections network plan for non TCDH towns	Medium	500,000	0		Medium	Approved
Wayfinding Signage	Draft	District wide	Signs primarily for enhancement of tourism experience and arising from TCDR Business Case	Medium	18,000			Medium	Approved
Safety - Speed Management	Draft	Wayfinding Signage, TTNEAP	Speed Management	High	0	0	50,000	High	Approved

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Safety - Urban/Rural Intersection (HRR)	Draft	Reef View/Foreshore Road	Urban/Rural Roads Intersection Improvements	High	0	0	20,000	High	Approved
Safety - Urban/Rural Intersection (HRR)	Draft	Pukepoto Road/Lake Road	Urban/Rural Roads Intersection Improvements	High	0	30,000	220,000	High	Approved
Safety - Pedestrian Improvements	Draft	More disability and Pensioner parking in towns	Safety - Pedestrian Improvements	Medium	5,000	5,000	5,000	Medium	Approved
Safety - Urban/Rural Intersection (HRR)	Draft	Uncontrolled Intersections Implementation	Urban/Rural Roads Intersection Improvements	Medium	100,000	150,000	150,000	High	Approved
Safety - High Risk Rural Roads (HRRR)	Draft	Forestry Roads - Minor Upgrades (reactive support)	Safety - High Risk Rural Roads (HRRR)	Medium	50,000	50,000	50,000	High	Approved
Safety - High Risk Rural Roads (HRRR)	Draft	Rural Arterial Rest Stop List Development with RS Coord.	Safety - High Risk Rural Roads (HRRR)	Medium	0	30,000	0	Medium	Approved
Safety - Urban/Rural Intersection (HRR)	Draft	Tokerau Beach Road/ Inland Road	Urban/Rural Roads Intersection Improvements	Medium	30,000	100,000	0	High	Approved
Safety - Pedestrian Improvements	Draft	Mobility Access, including Car Park design improvements	Safety - Pedestrian Improvements	Medium	10,000	0	10,000	Medium	Approved
Safety - Pedestrian Improvements	Draft	Marine boat parking at boat ramps inadequate. Site needs assessment required. Design review (FN Holdings?)	Safety - Pedestrian Improvements	Medium	0	10,000	0	Medium	Approved
Sight Rails / Corner Upgrade Programme	Draft	Various Sites in FNDC area. Refer list in SharePoint.	Sight Rails / Corner Upgrade Programme (RTS11 1995)	Medium	30,000	30,000	30,000	High	Approved
Safety - Lighting/Signals Programme	Draft	Te Kemara Ave & Tohitapu Rd Paithia	Safety - Lighting/Signals Programme	Medium	0	0	100,000	Medium	Approved

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Safety - Lighting/Signals Programme	Draft	Kerikeri car parks, Heritage By Pass	Safety - Lighting/Signals Programme	Medium	0	100,000	0	Medium	Approved
Associated Improvements	Draft	Sites determined on the 2021-24 FWP for Rehabilitation sites	Various improvements associated with pavement rehabilitation	Medium	650,000	650,000	650,000	Medium	Approved
Safety - Lighting/Signals Programme	Draft	Boardwalk extension Whangaroa Marina	Safety - Lighting/Signals Programme	Medium	100,000	0	0	Medium	Approved
New Road Sealing - Bridge Approach Seals	Draft	Scope and locations to be considered on various locations across the District on the roading network	Bridge approach seals on identified sites across the District. Sites still to be prioritised.	Low	300,000	300,000	300,000	High	Approved
Improve freight productivity	Draft	Scope and locations to be considered on various locations across the District on the roading network	Strengthen and maintain key forestry routes and bridges to enable HPMV and 50MAX vehicles. Develop HCV operation strategy	Medium	0	100,000	500,000	Medium	Approved
Stock Truck Effluent Disposal Facilities	Draft	SH1 opposite 3 Fryer Rd Kaitia and SH15 at the Saleyards 87 Mangakahia Rd Kaikohe	Design and implement facilities at two identified sites: SH1 opposite 3 Fryer Rd Kaitia and SH15 at the Saleyards 87 Mangakahia Rd Kaikohe	Medium	100,000	400,000	500,000	Medium	Approved
New Road Sealing - Seal Extensions	Draft	Kaimaumau Road RP8759-9933	Sealing of prioritised metal roads from the FNDC Road Prioritisation to Guide the Delivery of Road Asset Upgrades Matrix. Dust mitigation to overcome residents' concerns around health and wellbeing.	High	75,000	825,000	0	Medium	Approved
New Road Sealing - Seal Extensions	Draft	Aurere Beach Road RP0-543	Sealing of prioritised metal roads from the FNDC Road Prioritisation to Guide the Delivery of Road Asset Upgrades Matrix. Dust mitigation to overcome residents' concerns around health and wellbeing.	High	50,000	0	350,000	Medium	Approved
Resilience Improvements 2021/22 - Beach Road, Mangonui	Draft	Beach Road, Mangonui	40m long, Failure of existing timber pole wall. Slight movement of the wall caused crack on the pavement and footpaths	High	280,000			Medium	Approved

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Resilience Improvements 2021/22 - Gills Road, Awanui	Draft	Gills Road, Awanui	50 m long 3 m high RSS. Unsealed road close to Awanui river. Road in embankment fill both sides. Unconsolidated to poorly consolidated sand, peat, mud and shell deposits.	High	350,000			Medium	Approved
Resilience Improvements 2022/23 - Kaitia Awaroa	Draft	Kaitia Awaroa	Bridge gap between existing gabions and timber pole wall with timber pole wall with anchored tie backs. Large SED required due to anticipated depth in sidling fill on steep terrain at basalt/sandstone boundary. 10 m long slip and 5 m tie in each side. assume no service, difficult access	High		530,000		Medium	Approved
Resilience Improvements 2022/23 - Manawaora Road	Draft	Manawaora Road	21m long 25(?) m high existing slip in sidling fill on greywacke. Road retreat in past with large cut slope adjacent. Steep terrain. Services exposed	High		970,000		Medium	Approved
Resilience Improvements 2021/22 - Waikare Road	Draft	Waikare Road	70m long series of historic moderate underslips 18m high. Road is incised gully in greywacke. Reduced to one lane for some time. Slips likely due to stream erosion in gully below. Too close to boundaries for retreat. No diversion possible for offline construction, ruling out coherent gravity wall	High	620,000			Medium	Approved
Resilience Improvements 2023/24 - Waikare Road	Draft	Waikare Road	Similar environment to 231121. includes overslip. Unclear if underslip discrete feature or activated by overslip. 33m long, 15m high	High			350,000	Medium	Approved
Resilience Improvements 2023/24 - Pawarenga Road	Draft	Pawarenga Road	Moderate slope in rolling terrain, sandstone. Near top of local ridge. 20 m long, 3 m high. Boundaries do not match aerial	High			275,000	Medium	Approved
New Road Sealing - Seal Extensions	Draft	Arawhata Road RP285-1329	Sealing of prioritised metal roads from the FNDC Road Prioritisation to Guide the Delivery of Road Asset Upgrades Matrix.	High	50,000	650,000	0	Medium	Approved

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			Dust mitigation to overcome residents' concerns around health and wellbeing.						
Detour Route Programme	Draft	Scope and locations to be considered on various locations across the District on the roading network	Prioritised live list of projects to upgrade key local roads. Secondary routes to be used more, keeping important routes open during emergencies, alternative route from Kerikeri to Paihia.	High	100,000	400,000	800,000	Medium	Approved
Resilience Improvements 2021/22 - Aucks Road, Okiato - Russell	Draft	Aucks Road, Okiato - Russell	55m long. Slip failure caused headscarf on road's shoulder	High	250,000			Medium	Approved
Resilience Improvements 2023/24 - Kohukohu Road	Draft	Kohukohu Road	25 m length of tension cracks and deformation including into road. In mudstone, in rolling terrain, along local ridge. Reeds present and previous soil columns.	High			155,000	Medium	Approved
Resilience Improvements 2023/24 - Hupara Road	Draft	Hupara Road	sidling fill, steep, greywacke, 4m high, 30 m long. Large SED pole wall with deadman	High			560,000	Medium	Approved
New Road Sealing - Seal Extensions	Draft	Kokohuia Road RP164-1560	Sealing of prioritised metal roads from the FNDC Road Prioritisation to Guide the Delivery of Road Asset Upgrades Matrix. Dust mitigation to overcome residents' concerns around health and wellbeing.	High	75,000	0	925,000	Medium	Approved
BOI-Whangaroa Ward: SH11 Kaipatiki Rd to York Rd	Committed	BOI-Whangaroa Ward: SH11 Kaipatiki Rd to York Rd	New Safety footpath SH11 Kaipatiki Road to Yorke Road. Time-consuming to approve the project and construction needs to be carefully implemented regarding requirements of safety and underground utilities protection.	High	100,000			Very high	Approved

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Bridges and Large Culverts Replacement - West Coast Road Bridge G01	Committed	West Coast Road Bridge G01	Replace the abutments (including piling), rehabilitation and strengthening of the steel beam superstructure of the bridge. Top Energy not issuing a close proximity permit, although upon initial discussion with them by the contractor had confirmed it can be given but denied when the contractor has mobilized at site. It requires a temporary relocation of the power pole with a lead time of 7-8 weeks to complete (by end of June) to which the contractor could only commence its piling works once relocation work is done.	Very high	270,000			Very high	Approved
Lighting Improvements	Committed	Scope and locations to be considered on various locations across the District on the roading network	Delay in the physical works getting started. Many dark spot gaps between existing lighting installations identified around district. Safety risk for road and footpath users.	High	5,000			Very high	Approved
Roadside Barriers (Guardrails) and Associated Improvements	Committed	Installation of safety barriers (guardrails) at high priority sites	Installation of safety barriers (guardrails) at high priority sites. Late start by Contractor due to consequential delays in other preceding contract commitments, some delayed by Covid disruptions	High	200,000			Very high	Approved
Resilience Improvements 2018/21 - Powell Road	Committed	Resilience Slips - Powell Road RP209	Underslip at risk of further encroachment into carriageway. Delay in completing the Final Design for Construction between Peer Review and Designer. Time consuming for open bidding to engage Contractor.	High	150,000			Very high	Approved
Hokianga New Ferry Services	Draft	Hokianga	Implement service improvements including new pedestrian / cyclist ferry service, Horeke and Rawene to Kohukohu	High	0	0	0	Low	Declined
New Footpaths / Shared Use	Draft	Paihia to Waitangi - Peninsula	New shared use path from Paihia to Waitangi. Identified in the SH11 PBC. Part of the Te Araroa Trail. This is two separate projects - works around the Peninsula and the Shared Path	Very high	2,000,000			Low	Declined

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Waitangi to Kerikeri	Draft	Waitangi	Design and implement new cycling track through Waitangi Forest	Very high	0	0	0	Low	Declined
Opua to Paihia	Draft	Opua, Paihia, Russell	Design and implement upgrade to national walking track Te Araroa to create coastal Opua / Paihia link and roadside cycling facility Auck road to Russell	Very high	0	0	0	Low	Declined
Cycleways - BOIW Community Board Plan (Links to TCCT)	Draft	Service access to load and unload goods & services out of main street	New and improved Cycle Network	Very high	10,000	0	0	Low	Declined
Cycleways - BOIW Community Board Plan (Links to TCCT)	Draft	Rail signage and signals at all crossing points	New and improved Cycle Network	Very high	5,000	0	0	Low	Declined
Cycleways - BOIW Community Board Plan (Links to TCCT)	Draft	Footpath extensions down to Ngati Hine Health	New and improved Cycle Network	Very high	0	20,000	0	Medium	Declined
Cycleways - BOIW Community Board Plan (Links to TCCT)	Draft	Cycleways - BOIW Community Board Plan	New and improved Cycle Network	Very high	0	0	0	Low	Declined
Cycleways - Principle Cycle Network (PCN)	Draft	End of Trip Facilities - Cycle Stands, Bike Mechanic Stops, Seats, Scooter Recharge (etc)	New and improved Cycle Network	Medium	15,000	15,000	15,000	Medium	Declined
Cycleways - Major Urban Cycle Projects LTP Provision	Draft	Years 4 to 10 To be identified through PCN Implementation Prog.	New and improved Cycle Network	Medium	0	0	0	Medium	Declined
Cycleways - Major Urban Cycle Projects LTP Provision	Draft	Year 4 To be identified through PCN Implementation Prog.	New and improved Cycle Network	Medium	0	0	500,000	Medium	Declined
Cycleways - Cyclists 'Pinch Points'	Draft	Cycleways - Cyclists 'Pinch Points'	New and improved Cycle Network	Medium	0	0	0	Medium	Declined
Cycleways - Cyclists 'Pinch Points'	Draft	Parking Rationalisation	New and improved Cycle Network	Medium	10,000	10,000	10,000	Medium	Declined

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Cycleways - Cyclists 'Pinch Points'	Draft	Signs/Markings (Sharrows/1.5m Space signs)	New and improved Cycle Network	Medium	5,000	5,000	5,000	Medium	Declined
Cycleways - Cyclists 'Pinch Points'	Draft	Rural Bridge Improvements	New and improved Cycle Network	Medium	20,000	20,000	20,000	Medium	Declined
Destination Facilities for Cyclists	Draft	Scope and locations to be considered on various locations across the District on the roading network	Provision of secure facilities - sufficient bike parks, electric vehicle/bike charging stations, e-vehicles, charging and storage.	Medium	0	0	200,000	Medium	Declined
New Footpaths / Shared Use	Draft	Scope and locations to be considered on various locations across the District on the roading network	New and improved footpath / shared use projects based off reprogrammed programme of new footpaths and shared use facilities	Medium	0	0	0	Medium	Declined
New Footpaths / Shared Use	Draft	Florence Avenue, Russell	New and improved footpath / shared use projects based off footpath matrix	Medium	230,000	0		Medium	Declined
New Footpaths / Shared Use	Draft	Bowen Street, Kawakawa	New and improved footpath / shared use projects based off footpath matrix	Medium		30,000	0	Medium	Declined
New Footpaths / Shared Use	Draft	Little Queen Street, Russell	New and improved footpath / shared use projects based off footpath matrix	Medium	40,000		0	Medium	Declined
New Footpaths / Shared Use	Draft	Fitzgerald Road, Houhora	New and improved footpath / shared use projects based off footpath matrix	Medium	0	80,000		Medium	Declined
New Footpaths / Shared Use	Draft	Harbour View Road, Pukenui	New and improved footpath / shared use projects based off footpath matrix	Medium		0	150,000	Medium	Declined
Cycleways - Principle Cycle Network (PCN)	Draft	Cycleways - Principle Cycle Network (PCN)	New and improved Cycle Network	Medium	0	0	0	Medium	Declined
Cycleways - Principle Cycle Network (PCN)	Draft	Stormwater Grate Conversion	New and improved Cycle Network	Medium	20,000	20,000	20,000	Medium	Declined
Cycleways - Principle Cycle Network (PCN)	Draft	On Road Cycle Lanes	New and improved Cycle Network	Medium	200,000	250,000	300,000	Medium	Declined
New Footpaths / Shared Use	Draft	Baker Street, Russell	New and improved footpath / shared use projects based off footpath matrix	Medium	50,000			Low	Declined

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New Footpaths / Shared Use	Draft	Church Street, Russell	New and improved footpath / shared use projects based off footpath matrix	Medium		75,000		Low	Declined
New Footpaths / Shared Use	Draft	Beresford Street, Russell	New and improved footpath / shared use projects based off footpath matrix	Medium			65,000	Low	Declined
New Footpaths / Shared Use	Draft	Church Road, Russell	New and improved footpath / shared use projects based off footpath matrix	Medium			70,000	Low	Declined
New Footpaths / Shared Use	Draft	Pamell Street, Rawene	New and improved footpath / shared use projects based off footpath matrix	Medium	10,000			Low	Declined
New Footpaths / Shared Use	Draft	Pamell Street, Rawene	New and improved footpath / shared use projects based off footpath matrix	Medium	50,000			Low	Declined
New Footpaths / Shared Use	Draft	Pamell Street, Rawene	New and improved footpath / shared use projects based off footpath matrix	Medium	20,000			Low	Declined
New Footpaths / Shared Use	Draft	Pamell Street, Rawene	New and improved footpath / shared use projects based off footpath matrix	Medium	25,000			Low	Declined
New Footpaths / Shared Use	Draft	Pamell Street, Rawene	New and improved footpath / shared use projects based off footpath matrix	Medium	25,000			Low	Declined
New Footpaths / Shared Use	Draft	Pamell Street, Rawene	New and improved footpath / shared use projects based off footpath matrix	Medium	20,000			Low	Declined
New Footpaths / Shared Use	Draft	Manning Street, Rawene	New and improved footpath / shared use projects based off footpath matrix	Medium	150,000			Low	Declined
New Footpaths / Shared Use	Draft	Koutu Point Road, Koutu	New and improved footpath / shared use projects based off footpath matrix	Medium		320,000		Low	Declined
New Footpaths / Shared Use	Draft	Old Wharf Road, Rawene	New and improved footpath / shared use projects based off footpath matrix	Medium			45,000	Low	Declined
New Footpaths / Shared Use	Draft	Freese Park Road, Omapere	New and improved footpath / shared use projects based off footpath matrix	Medium			45,000	Low	Declined
New Footpaths / Shared Use	Draft	Cable Bay Block Road, Cable Bay	New and improved footpath / shared use projects based off footpath matrix	Medium	200,000			Low	Declined
New Footpaths / Shared Use	Draft	Kotare Road, Mangonui	New and improved footpath / shared use projects based off footpath matrix	Medium		140,000		Low	Declined
New Footpaths / Shared Use	Draft	Kakapo Road, Ahipara	New and improved footpath / shared use projects based off footpath matrix	Medium		10,000		Low	Declined

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New Footpaths / Shared Use	Draft	Kotare Street, Ahipara	New and improved footpath / shared use projects based off footpath matrix	Medium		30,000		Low	Declined
New Footpaths / Shared Use	Draft	Tasman Heights, Ahipara	New and improved footpath / shared use projects based off footpath matrix	Medium			110,000	Low	Declined
New Footpaths / Shared Use	Draft	Doubtless Bay Drive, Whatuwhiwhi	New and improved footpath / shared use projects based off footpath matrix	Medium			60,000	Low	Declined
Cycleways - Cyclists 'Pinch Points'	Draft	Urban Bridge Improvements	New and improved Cycle Network	Medium	100,000	0	100,000	Medium	Declined
Cycleways - Cyclists 'Pinch Points'	Draft	Shared Path Continuity/Connectors/Path end treatments	New and improved Cycle Network	Medium	30,000	30,000	30,000	Medium	Declined
New Footpaths / Shared Use	Draft	Marmon Street, Rawene	New and improved footpath / shared use projects based off footpath matrix	Medium	20,000			Low	Declined
New Footpaths / Shared Use	Draft	Oruru Road, Taipa	New and improved footpath / shared use projects based off footpath matrix	Medium	120,000			Low	Declined
New Footpaths / Shared Use	Draft	Ahipara Road, Ahipara	New and improved footpath / shared use projects based off footpath matrix	Medium		60,000		Low	Declined
New Footpaths / Shared Use	Draft	Horeke Road to Cemetery, Okaihau	New and improved footpath / shared use projects based off footpath matrix	Low	0	0	230,000	Low	Declined
New Footpaths / Shared Use	Draft	Omaunu Road, Kaeo	New and improved footpath / shared use projects based off footpath matrix	Low	0	215,000	185,000	Low	Declined
Pedestrian access in urban areas	Draft	District wide	Develop and implement strategic plan to improve access in urban areas	Low	75,000		100,000	Low	Declined
Twin Coast Discovery Walking Tracks	Draft	District wide	Implement TCDR Business Case prioritised programme of footpaths / tracks	Medium		500,000	500,000	Medium	Declined
Safety - Pedestrian Improvements	Draft	Vehicle Crossing/Footpath Grade/Crossfall improvements	Safety - Pedestrian Improvements	Medium	20,000	20,000	20,000	Medium	Declined
Safety - Pedestrian Improvements	Draft	Rest Home Route List development for implementation	Safety - Pedestrian Improvements	Medium	30,000	0	0	Low	Declined

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Safety - Urban/Rural Intersection (HRR)	Draft	Ped/Cycle Improvements	Urban/Rural Roads Intersection Improvements	Medium	50,000	50,000	50,000	Low	Declined
Safety - Pedestrian Improvements	Draft	Walkway Entrances - Bollard installs (Barrier Removal)	Safety - Pedestrian Improvements	Medium	50,000	50,000	0	Low	Declined
Safety - Pedestrian Improvements	Draft	TGSI / Pram Xing - Mobility Access	Safety - Pedestrian Improvements	Medium	50,000	50,000	50,000	Low	Declined
Local Recreational Walking and Cycling Tracks	Draft	District wide	Develop and implement strategic plan to increase opportunities for recreational walking & cycling	Medium		75,000	400,000	Medium	Declined
Safety - Pedestrian Improvements	Draft	Rest Home Route Improvements (Prog Hold)	Safety - Pedestrian Improvements	Medium	0	20,000	20,000	Medium	Declined
Twin Coast Discovery Cycling Tracks	Draft	District wide	Implement TCDR Business Case prioritised programme of cycling tracks	Medium				Medium	Declined
Waoku Coach Road	Draft	Waoku Coach Road	Design and implement upgrade walking track to shared use and link to KDC project	Very high	0	0	0	Low	Declined
Parking Facilities	Draft	District wide	Implement new works arising from Parking policy and strategy	Medium	0	300,000	300,000	Low	Declined
Paihia Town Centre upgrades	Draft	Williams, Selwyn, Bayview roads	Paihia town centre upgrades - pedestrianisation, improved public amenities	Medium				Low	Declined
Tourism Byway Sealing	Draft	District wide	Sealing of roads leading to significant tourist attractions	Low				Low	Declined
Bus Stops & Shelters	Draft	Scope and locations to be considered on various locations across the District on the roading network	Implement bus stop facility improvements and new locations from policy prioritised list	Low	0	0	225,000	Low	Declined
Public Transport / Ride Share	Draft	Scope and locations to be considered on various locations across the District on the roading network	Plan and implement initiatives arising from planning process in conjunction with NRC	Low	50,000	75,000	0	Low	Declined

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Lighting improvements	Draft	Scope and locations to be considered on various locations across the District on the roading network	Many dark spot gaps between existing lighting installations identified around district. Safety risk for road and footpath users	High	3,303,434	550,000	550,000	Low	Declined
Safety - Urban/Rural Intersection (HRR)	Draft	Safety - Urban/Rural Intersection (HRR)	Urban/Rural Roads Intersection Improvements	Medium	0	0	0	Low	Declined
Safety - Urban/Rural Intersection (HRR)	Draft	Allan Bell Drive/Parkdale Cres (S)	Urban/Rural Roads Intersection Improvements	Medium	0	0	0	Low	Declined
Safety - Lighting/Signals Programme	Draft	Safety - Lighting/Signals Programme	Safety - Lighting/Signals Programme	Medium	0	0	0	Low	Declined
New rest areas and upgrades	Draft	Scope and locations to be considered on various locations across the District on the roading network	Lack of sufficient rest areas is a safety concern particularly affecting tourists coming to tourist destinations after already long journeys from Auckland and south	Medium				Low	Declined
Gateway Treatments	Draft	District wide	Design and implement town entry and exit gateways including as identified in TCOR Townships Business Case	Medium				Low	Declined
New Road Sealing - Traction Seals	Draft	Henderson Bay Road RP4489-5689	Beach access/clustered houses/OTAI PANGO ROAD Intersection	Low	0	0	1,000,000	Low	Declined
New Road Sealing - Traction Seals	Draft	Scope and locations to be considered on various locations across the District on the roading network	Traction seals on identified sites across the District. Sites still to be prioritised.	Low	0	0	0	Low	Declined
New Road Sealing - Traction Seals	Draft	Hautapu Road RP0-520	High maintenance cost, steep incline, multiple hair-pin bends, school bus route, connecting through road on SH1	Low	500,000	0	0	Low	Declined
New Road Sealing - Traction Seals	Draft	Bayly Road RP0-900	High maintenance cost (discuss), relatively steep incline, very heavily trafficked tourist road as silt, provides access to Mountain Bike Park. Will require sealing works on the intersection Tau Henare/Haruru Falls Rd to join to existing seal.	Low	0	1,000,000	0	Low	Declined

FNDC – 4<sup>th</sup> November 2021

Activity name	Activity status	Location description	Activity description	GPS alignment rating	Requested budget this NLTP period by year			IA assessment of GPS alignment rating	NZTA status
					Total cost \$'s 2021/22	Total cost \$'s 2022/23	Total cost \$'s 2023/24		
New Road Sealing - Traction Seals	Draft	Wreck Bay RPD-372	Very High Priority, High maintenance cost, steep incline, hair-pin bend, public beach access and popular tourist area (last 125m is worst)	Low	500,000	0	0	Low	Declined
Upgrades to existing roads	Draft	Scope and locations to be considered across various Far North District locations including Horeke TCDR, Signal Station road, Rawhiti Road, Motuti Road, Kaitaia-Awaroa Road	Upgrade existing roads to enable improved transport choice within communities, make better use of existing infrastructure, improve network resilience, maintain lifelines, improve safety	Medium				Low	Declined
Resilience / Slip mitigation	Draft	Scope and locations to be considered on various locations across the District on the roading network	Prioritised list of projects based on FNDC Slips register and approved programme and NTA Resilience Strategy	High	0	0	0	Low	Declined
New Road Sealing - Seal Extensions	Draft	Scope and locations to be considered on various locations across the District on the roading network	Sealing of prioritised metal roads from the FNDC Road Prioritisation to Guide the Delivery of Road Asset Upgrades Matrix. Dust mitigation to overcome residents' concerns around health and wellbeing.	High	0	0	0	Low	Declined
Road stormwater upgrades	Draft	Scope and locations to be considered on various locations across the District on the roading network	Prioritised list of projects for stormwater upgrades. Criteria matrix to be developed.	High	0	0	0	Low	Declined
Resilience / Flood mitigation	Draft	Scope and locations to be considered on various locations across the District on the roading network	Prioritised live list of projects to mitigate flooding including Kawakawa / Moerewa, SH11 spring tides, Taumere, Kaed, Wainui Road, Matangirau	High	0	0	0	Low	Declined
Resilience Improvements 2023/24 - TBC	Draft	To be Confirmed	to be confirmed	High			160,000	Low	Declined

FNDC – 4<sup>th</sup> November 2021

## 6.4 CAPITAL CARRY FORWARDS JUNE 2021

**File Number:** A3423563

**Author:** Angie Thomas, Manager - Accounting

**Authoriser:** Janice Smith, Chief Financial Officer

### PURPOSE OF THE REPORT

The purpose of the report is to identify the projects that Project Managers are requesting be carried forward to the 2021-22 financial year. The projects are identified individually and a summary by activity including funding requirements is also included.

### EXECUTIVE SUMMARY

- Projects included in the 2020-21 Capital Programme that have not been completed and require the budgets to be carried forward to the 2021-22.

### RECOMMENDATION

**That the Council approve the capital budgets identified in the report “Carry Forward for Capital Programme 2020-21” totalling \$34,548,169 be carried forward to the 2021-22 financial year.**

### 1) BACKGROUND

At 30 June 2021, a number of capital projects were underway but not completed. The budgeted capital works for the 2020-21 year (including carry forwards from 2019-20) was \$94.6m. In addition, external funds were received throughout the year to the amount of \$12.9m. Actual expenditure incurred was \$72.3m, equating to 67% of the total budget (including the external funds received). Of the \$35.2m not spent by 30 June 2021, \$34.5m is subject to carry forward in this report.

### 2) DISCUSSION AND OPTIONS

The projects identified for carry forward total \$34,548,169 and are funded as follows:

Loan funding	\$10,373,891
Depreciation funding	\$ 3,231,889
Subsidy	\$19,955,994
Reserves	\$ 486,395

It should be noted that 57.7% of the requested carry forward sum relates to projects that are funded by external support such as TIF, PGF and DIA 3 waters reform funding. Carry forwards not linked to external funding total \$14,592,175.

### Reason for the recommendation

To enable the capital projects identified to be completed.

### 3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The budgets identified in the attached report would be in addition to those adopted in the 2021-22 year of the Long-Term Plan. Overall funding limits will not be exceeded as these projects have been included as completed in the opening balances shown within the first year of the Long-Term Plan 2021-31.

### ATTACHMENTS

- Carry Forwards for Capital Programme 2020\_2021 Detail FINAL - A3434008**  

## 2. Carry Forwards for Capital Programme 2020\_2021 Summary FINAL - A3434018

### 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.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	Low.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	None.
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.	There are no implications for Community Boards.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no special implications for Māori.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences.	N/A
State the financial implications and where budgetary provisions have been made to support this decision.	This is to seek approval to carry forward 2019-20 incomplete project budgets.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.







<b>CAPITAL WORKS PROGRAMME CARRY FORWARDS</b>					
<b>Actual vs Forecast 30 June 2021</b>					
<b>Project</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
<b>Corporate Services</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
Office Equipment	7,640.70	199,180.00	191,539.30	191,539.00	Funds required to move offices around post COVID and 3 water reforms
Pool Vehicles	390,342.17	529,410.00	139,067.83	139,068.00	There are plan to replace 18 vehicles this year
Upgrade of Computer Systems	15,385.81	65,199.00	49,813.19	49,813.00	Needed for upgrades such as Citrix (2 x annually) and Objective.
Computer Equipment	4,676.05	44,370.00	39,693.95	39,694.00	Laptops and tablets have been ordered. 5-6 month supply delay so still waiting for delivery.
Video Conferencing	33,965.95	63,552.00	29,586.05	28,586.00	Needed to replace AV gear for meeting rooms (HP Slices) and improvements to chambers equipment.
GIS Upgrade	32,291.36	88,332.00	56,040.64	56,041.00	Ongoing works to upgrade from version 10.8.1 to version 10.9.1 when it is released in Dec 2021.
Telephone Infrastructure Renewals	440.07	143,873.00	143,432.93	50,000.00	Need to purchase Teams enabled Desk Phones and Cordless Headsets, etc for Teams Calling.
IT Servers & Storage	100,272.04	154,292.00	54,019.96	54,020.00	Will need to purchase additional disk space.
IT Comms Equipment renewals	5,586.62	101,106.00	95,519.38	95,519.00	Replace switches, UPS, Wi-Fi Replacement project, Rack Tower, etc
Data warehousing & reporting	58,415.69	100,000.00	41,584.31	41,584.00	Vision 2020 & BCA migrating to Production, reporting for rest of Council will follow.
Peripheral Computer Equipment	220.03	92,323.00	92,102.97	80,000.00	Scanner replacements (Kodak, wide format scanner, Library scanners).
Desktop Computer Equipment	212,039.16	233,815.00	21,775.84	21,776.00	Laptops and tablets have been ordered. 5-6 month supply delay so still waiting for delivery.
Contact Centre System	0.00	4,704.00	4,704.00	4,704.00	Future improvements to Contact Centre system Genesys Cloud will be needed as it has only just been cutover.
HR Finance 1 Module	194,959.25	259,343.00	64,383.75	64,384.00	Needed for ongoing inflight CiAnywhere Finance & HRP project.
IT Financial Asset Management System New Works	324,447.26	1,210,379.00	885,931.74	885,932.00	AMS Project has revised its timeline for phase 1, Data migration from old system to new will take a number of years to complete with current resources. The carry forward of budgets is critical to the project continuing.
ICT - Activity Based Working	0.00	51,100.00	51,100.00	51,100.00	Tablets have been ordered. 5-6 month supply delay so still waiting for delivery.
ICT Security Enhancements	3,700.72	36,792.00	33,091.28	33,091.00	Needed for ongoing ICT Security Framework programme of work.
ICT Support for Alliance	0.00	10,300.00	10,300.00	10,300.00	Needed for ongoing ICT support work for the NTA.
IT Online Services Stage 1	47.37	5,138.00	5,090.63	5,091.00	Funds required for Online Services Stage 4 PR Code 101117
IT Online Services Stage 2	2,774.70	5,224.00	2,449.30	2,449.00	Funds required for Online Services Stage 4 PR Code 101117
Kaikohe HQ Building (Roof) Renewals	36,885.16	52,551.00	15,665.84	10,838.00	Need to replace 4 x airconditioning units at Kaikohe head office
IT Compliance Field Mobility	21,526.39	46,516.00	24,989.61	24,990.00	Devices are required for service delivery related to Stage 4
IT Online Services Stage 4	43,232.06	44,123.00	890.94	891.00	Ongoing works for Stage 4 with Permits & Licences underway, followed by Stage 5 Enhancements.
Fresh Air System 25 Homestead Road	0.00	25,636.00	25,636.00	25,636.00	Invoice received from Airzone on 8th August 2021
		<b>Total Corporate Services</b>		<b>1,967,046</b>	

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Community Services	Actual	Forecast 20/21	Variance	Budget to be carried forward	Reason for carry forward - Commentary Required
Maritime - Improvement to Structures	59,377.31	62,923.00	3,545.69	3,546.00	For lighting improvements at Totara North P074212
HFTE Upgrade Programme(DFX0029)	-0.04	36,276.08	36,276.12	36,276.00	To be used for FY21/22 HFTE work
Amenity Lighting Eastern	5,352.57	28,181.00	22,828.43	22,828.00	Budget is committed. Contract awarded.
Amenity Lighting Northern	9,961.47	28,181.00	18,219.53	18,220.00	Budget is committed. Contract awarded.
Amenity Lighting Western	245.12	23,690.00	23,444.88	23,445.00	Budget is committed. Contract awarded. \$15k to be used on Okaihau amenity lighting.
Kerikeri Squash Relocation	60,449.51	700,000.00	639,550.49	639,551.00	Additional funds required to complete work. Carry forward this budget and request additional in LTP if external funding application is unsuccessful.
Mangonui Parks and Reserves	0.00	102,200.00	102,200.00	102,200.00	Part of the Mangonui Boardwalk development which commenced on 5 August and is expected to complete in Dec 21 for improved parking/ lighting in the existing reserve serving the Public toilet and lighting to the existing Boardwalk area..
Jaycee Park/Centennial Park	194,699.14	364,637.00	169,937.86	169,938.00	Budget is committed. Contract awarded.
Kohukohu Hall	13,743.25	256,959.00	243,215.75	243,216.00	Additional funds required to complete work. Carry forward this budget and request additional in LTP if external funding application is unsuccessful.
Long Beach toilet Renewals	78,419.32	231,318.50	152,899.18	152,899.00	Budget committed. Contract awarded.
Accessible Carparks Eastern	2,256.60	92,481.00	90,224.40	90,224.00	Budget committed. Contract awarded.
Accessible Carparks Western	2,398.57	66,912.00	64,513.43	65,413.00	Budget committed to Memorial and Reed Parks accessible works.
Te Hiku Hub Sports Fields	9,210.19	265,955.00	256,744.81	256,745.00	Project is currently in procurement phase. Budget for Te Hiku Netball Courts. Additional funding will be required to award contract.
Kaitia Parks & Reserves	327.25	154,985.00	154,657.75	154,658.00	Project is currently in procurement phase. Budget for Te Hiku Netball Courts. Additional funding will be required to award contract.
Okaihau Parks & Reserves	18,887.25	25,000.00	6,112.75	6,113.00	In procurement phase.
Moerewa Parks & Reserves	231,758.20	490,254.00	258,495.80	258,496.00	Budget committed. Contract awarded.
Taheke Hall	333,941.68	463,696.90	129,755.22	105,000.00	Budget committed. Contract awarded.
Opito Bay Toilets	10,400.95	20,000.00	9,599.05	9,599.00	To be used with additional funds in FY21/22 to complete project.
Kaitia Centennial Park Public Toilet	16,242.75	83,722.00	67,479.25	67,479.00	Budget committed. Contract awarded.
Windsor Landing Carpark and Access Road	719,905.47	870,154.45	150,248.98	150,249.00	Final Landscaping, Kaitiaki , fencing signage etc in progress. Awaiting final invoices from FNHL
Opononi i-Site Public Toilet (TIF)	240,427.96	249,514.00	9,086.04	9,086.00	Balance of TIF funding to be used on other TIF toilets.
Waitangi Boat Ramp Toilets (TIF)	29,289.88	233,344.00	204,054.12	204,054.00	In procurement phase.
Araiawa Domain Sports Hub & Fields	2,143.82	93,216.00	91,072.18	91,072.00	Project is currently in procurement phase. Budget for Te Hiku Netball Courts. Additional funding will be required to award contract.
Hundertwasser Memorial Park Carpark	231,625.43	385,175.00	153,549.57	70,000.00	To be used on Simson and Nisbet Parks.
Waitangi/Haruru Falls Bush Walk Toilets	115,711.67	239,942.00	124,230.33	124,230.00	Budget committed. Contract awarded. Balance of TIF funding to be used on other TIF toilets.
Mangamuka Toilet Renewals	2,929.09	82,913.00	79,983.91	75,000.00	Budget committed. Contract awarded.
Ward Wide Town Beautification / Improvements Eastern	0.00	56,210.00	56,210.00	56,210.00	To be used for BB court in Kawakawa
Ward Wide Town Beautification / Improvements Northern	0.00	55,858.00	55,858.00	55,858.00	To be used on Te Hiku Revitalisation
Ward Wide Town Beautification / Improvements Western	0.00	52,275.00	52,275.00	52,275.00	To be used on Memorial Park
Te Hiku Sports Hub - Netball Courts	48,609.50	256,544.00	207,934.50	207,935.00	Project is currently in procurement phase. Budget for Te Hiku Netball Courts. Additional funding will be required to award contract.
Whatuwhiwhi Toilet	11,020.86	107,913.40	96,892.54	94,000.00	Commitment raised. Contract awarded.

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BOI-Whangaroa Ward: SH11 Kaipatiki Rd to York Rd	203,786.52	299,615.00	95,828.48	95,829.00	Waka Kotahi (NZTA) has agreed to carry forward
Rangitane Maritime Boat Ramp	0.00	111,925.00	111,925.00	111,925.00	Commitment raised. MBIE money to be used first. This will be used to pay the balance of commitments. Costs attributed to Rangitane Boat ramp RC application ad initiation. Main Construction planned to start Jan 22
HFTE Kaikohe, Reactive Renewals(DFP0495)	22,615.61	40,224.00	17,608.39	17,608.00	In procurement phase
HFTE Waima, Reactive Renewals(DFP0502)	2,635.36	3,709.00	1,073.64	1,074.00	In procurement phase
Foothpath Loop Te Ahu - Te Hiku Sports Hub	0.00	413,000.00	413,000.00	413,000.00	Currently being tendered
Omapere Freese Park	104,392.81	200,000.00	95,607.19	95,607.00	Budget committed. Contract awarded.
<b>Community Board Grant</b>					
Jaycee Park/Centennial Park	0.00	38,719.00	38,719.00	38,719.00	Budget is committed. Contract awarded.
<b>Total Community Services</b>				<b>4,389,577.00</b>	
<b>Stormwater</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
Floodgates	34,807.77	92,217.00	57,409.23	57,409.00	Work programme needs to be informed by asset condition assessment, which have been delayed. Condition assessments now expected to be completed in the spring with development and delivery of FNW work packages to follow over the summer and autumn.
Stormwater Minor Capital Works	345,466.00	602,886.00	257,420.00	253,280.00	Projects were delayed due to lack of internal design / PM resources and extended FNW construction lead times. External consultants have now been engaged to assist with project delivery and the majority of the carry forward amount has already been committed.
<b>Total Stormwater</b>				<b>310,689.00</b>	
<b>Forward Planning</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
Kaikohe Streetscape Project	0.00	40,000.00	40,000.00	40,000.00	Commitments have been made for the Memorial
<b>Total Forward Planning</b>				<b>40,000.00</b>	
<b>Refuse</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
Transfer Station Upgrade - Oil Separator	24,677.00	88,000.00	63,323.00	36,031.00	Awaiting invoice for installation of oil separator for leachate at Opononi transfer station bin bay
Russell Landfill Renewals	0.00	3,206.00	3,206.00	3,206.00	Russell landfill has new contractor from Aug 2021 who has significantly changed operations. The landfill is closed and rubbish will now be truck off site. Numerous changes are required to allow public access to the new loading area, fence off old landfill etc. This budget line is required to upgrade track from transfer station to landfill.
Kaitaia Transfer Station	0.00	26,221.80	26,221.80	26,222.00	Ongoing works on project brief
Herekino Transfer Station Renewals	0.00	8,396.30	8,396.30	6,014.00	Ongoing work for supply, deliver, spread and compact metal at Herekino Refuse transfer station
Eastern Transfer Station Upgrades	28,430.41	46,856.80	18,426.39	18,426.00	Russell landfill has new contractor from Aug 2021
Northern Transfer Station Renewals	25,150.00	58,540.80	33,390.80	17,990.00	Ongoing works to replace seal in Kaitaia resource
Western Transfer Station Upgrades	20,794.88	76,754.80	55,959.92	46,840.00	Ongoing works to prepare site for relocation of
<b>Total Refuse</b>				<b>154,729.00</b>	
<b>Customer Services</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
Library Stocks	7,832.05	10,857.00	3,024.95	3,025.00	Outstanding supply still to process, materials and freight delays, backlog to process
Library Stocks - Adult Fiction	96,155.53	112,593.00	16,437.47	16,437.00	Backorders still to be supplied, release dates are variable in publishing
Library Stocks - Adult Non Fiction	53,178.21	61,790.00	8,611.79	8,612.00	Backorders still to be supplied, release dates are variable in publishing
Library Stocks - Large Print	13,238.95	15,017.00	1,778.05	1,778.00	Backorders still to be supplied, release dates are variable in publishing

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Library Stocks - Talking Books	5,184.02	7,021.00	1,836.98	1,837.00	Backorders still to be supplied, release dates are variable in publishing
Library Stocks - Archive Collection	125.80	1,286.00	1,160.20	1,160.00	Will be used in upcoming Archive digitization project
Library Stocks - Adult DVDs	10,649.99	14,468.00	3,818.01	3,818.00	Backorders still to be supplied, release dates are
Paihia I-Site Refurbishment	6,830.97	14,228.00	7,397.03	7,397.00	Will be used this year.
Kaikohe Library	0.00	605,237.00	605,237.00	605,237.00	Hold for potential Kaikohe new build
Kerikeri Library Renewals	28,604.77	174,810.00	146,205.23	144,973.00	Will be used for signed off Procter Library refresh
Library Technology Renewals	6,568.88	7,595.00	1,026.12	10,260.00	Will contribute to development of Procter
Mobile Libraries	3,995.45	18,703.00	14,707.55	147,070.00	Moble van fitout is currently underway
Kawakawa Library Relocation to Hundertwasser	153,837.34	173,565.00	19,727.66	5,240.00	PO 073683 raised for signage (\$5240 exc. GST),
RFID Installation	654.32	90,000.00	89,345.68	89,346.00	Work is about to begin, scheduled for December
<b>Total Customer Services</b>				<b>1,046,190.00</b>	
<b>Te Ahu Library</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
Te Ahu Library Renewals	16,939.10	18,040.00	1,100.90	1,101.00	Items ordered last year yet to be delivered due to
<b>Total Te Ahu Library</b>				<b>1,101.00</b>	
<b>Wastewater</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
Wastewater Telemetry	49,130.50	117,824.00	68,693.50	68,693.00	Commitment raised. Contract awarded.
Opononi Resource Consent	6,045.00	22,163.00	16,118.00	16,118.00	NRC's processing of the resource consent
Paihia Waitangi Major PS	1,599.62	196,175.00	194,575.38	194,575.00	Purchase order has been issued, construction
Paihia TP Improvements	292,541.21	803,510.00	510,968.79	120,000.00	Design work has been completed, physical work is
Kaitaia PS	111,004.86	215,655.00	104,650.14	20,000.00	Commitment raised. Contract awarded.
District Wide Sludge Management	4,203.20	107,180.00	102,976.80	102,977.00	Commitment raised. Contract awarded.
District Wide Sludge Management	24,947.51	791,883.00	766,935.49	766,935.00	Loan Funded Opex Component
East Coast Pond 3 Waveband	58,591.39	115,006.00	56,414.61	10,000.00	Commitment raised. Contract awarded.
Russell WWTP Backwash Operation	0.00	22,060.00	22,060.00	22,060.00	In procurement phase. To be used for UV filter.
East Coast PS Bush Point Rd	163,279.14	182,506.00	19,226.86	19,227.00	Commitment raised. Contract awarded.
East Coast PS Leslie Rd	38,069.91	66,659.00	28,589.09	28,589.00	Commitment raised. Contract awarded.
Kawakawa Hundertwasser Memorial Park Pipeline F	0.00	167,079.00	167,079.00	67,079.00	Budget to be carried forward, realignment delayed
60 Peninsula Parade Hihi Sewer Connection	0.00	22,387.00	22,387.00	22,387.00	Commitments have been raised for existing
Paihia Pump Station 22 Upgrade Sullivans Road	63,014.65	104,384.00	41,369.35	41,369.00	Commitment raised. Contract awarded.
Russell WWTP UV Unit	1,142.43	69,003.00	67,860.57	67,861.00	In procurement phase.
District Wide Scada & Telemetry	80,761.01	1,084,000.00	1,003,238.99	1,003,239.00	This project was to replace and upgrade all
District Wide H&S Waste Water Plant Improvements	90,024.63	110,000.00	19,975.37	19,975.00	Commitment raised. Contract awarded.
Ahipara Pump Station Upgrade PS6 ROW Foreshore	67,096.77	101,503.00	34,406.23	34,406.00	Commitment raised. Contract awarded.
East Coast PS11 Mill Bay Odour Control	70,982.05	84,002.00	13,019.95	5,000.00	Commitment raised. Contract awarded.
East Coast PS11 Mill Bay Upgrade	60,089.87	122,504.00	62,414.13	62,414.00	Commitment raised. Contract awarded.
<b>Total Wastewater</b>				<b>2,692,904.00</b>	
<b>Water</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
Opononi New Water Source	65,572.76	444,844.00	379,271.24	150,000.00	Commitment raised. Contract awarded.
Kaitaia New Source (Sweetwater) - 3 Waters	1,185,244.23	5,663,245.00	4,478,000.77	103,245.00	Commitment raised. Contract awarded.
Kaikohe Water Meter Renewal	56,475.04	87,779.00	31,303.96	20,000.00	Commitment raised. Contract awarded.
Kaitaia Water Meter Renewal	64,531.03	77,337.00	12,805.97	12,805.00	Commitment raised. Contract awarded.
Kawakawa Water Meter Renewal	40,705.36	62,354.00	21,648.64	21,648.00	Commitment raised. Contract awarded.
Kerikeri Water Meter Renewal	32,695.76	80,162.00	47,466.24	47,466.00	Commitment raised. Contract awarded.
Okaihau Water Meter Renewal	5,794.60	16,071.00	10,276.40	10,276.00	Commitment raised. Contract awarded.
Opononi Water Meter Renewal	5,014.68	24,309.00	19,294.32	19,294.00	Commitment raised. Contract awarded.

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Paihia Water Meter Renewal	45,472.25	117,930.00	72,457.75	52,000.00	Commitment raised. Contract awarded.
Mains replacement Paihia	45,108.16	70,652.00	25,543.84	25,544.00	Budget committed. Contract awarded.
Kaitaia Awanui Intake Improvements	46,753.77	97,316.00	50,562.23	50,562.00	Budget committed. Contract awarded. Balance of
Kaitaia Zonal Monitoring Meters	69,617.11	80,000.00	10,382.89	10,383.00	Budget committed. Contract awarded. Balance of funds committed to 571213.
Kerikeri Mill Lane Fire Flow Upgrades	267,964.75	320,749.00	16,932.78	16,933.00	Budget committed. Contract awarded. Balance of
Monument Hill Drought Impact - 3 Waters Reform	195,313.10	1,414,000.00	1,218,686.90	230,000.00	Externally funded money will be spent.
Kaitaia Te Maire Reservoir Rising Main	169,977.15	193,577.00	23,599.85	23,600.00	Budget committed. Contract awarded. Balance of
Kaitaia Water - Awanui Improvements	32,567.07	150,000.00	117,432.93	117,433.00	Budget committed. Contract awarded. Balance of
Kaitaia WTP PACL Tank	21,032.17	158,961.00	137,928.83	137,929.00	Budget committed. Contract awarded.
Kaikohe WTP Chemical Bund	0.00	50,000.00	50,000.00	37,133.00	Budget committed. Contract awarded.
Puketotara Stream Intake	363.96	154,721.00	154,357.04	154,357.00	Budget committed. Contract awarded.
			<b>Total Water</b>	<b>1,240,608.00</b>	
<b>Roading</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
141 - Emergency Works July 2020	2,728,273	3,154,025	425,751.66	421,027.00	Funds required to complete works. Waka Kotahi NZTA have agreed to carry forward their share @ 69%.
341 - Minor Improvements	2,451,057.92	2,988,784.00	537,726.08	625,000.00	Funds required to complete works. Waka Kotahi NZTA have agreed to carry forward their share @ 69%.
Un Subsidised Projects	934,891.19	3,477,480.72	2,542,589.53	2,542,589.00	Panguru Road Flood Mitigation ongoing from 20/21 and Cycletrail diversion Taumarere to Opua
			<b>Total Roothing</b>	<b>3,588,616.00</b>	
			<b>TOTAL CARRY FORWARDS</b>	<b>15,431,460.00</b>	
<b>External Funded Projects</b>					
<b>External Funded Projects</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
Kerikeri Domain - PGF	247,591.56	1,715,077.00	1,467,485.44	1,467,485.00	Externally funded money will be spent.
Waipapa Sports Hub - PGF	481,806.79	759,544.00	277,737.21	277,737.00	Externally funded money will be spent.
Te Hiku o te Ika - PGF	624,516.79	1,864,956.00	1,240,439.21	1,240,439.00	Externally funded money will be spent.
Hokianga Harbour Coastal Repairs	200,000.00	2,015,000.00	1,815,000.00	1,815,000.00	Commitment raised. MBIE money to be used first.
			<b>Total ESEO Funded Projects</b>	<b>4,800,661.00</b>	
<b>TIFF Funded Projects</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
Mobile Toilets (Temporary Facilities)	0.00	17,290.00	17,290.00	17,290.00	Funding provided by MBIE 2018-2019 to be used
Taipa Tree Protection - TIF Funded	0.00	10,000.00	10,000.00	10,000.00	Commitment raised. Contract awarded.
Stone Store Lighting - TIF Funded	0.00	33,013.80	33,013.80	33,014.00	Commitment raised. Contract awarded.
			<b>Total TIFF Funded Projects</b>	<b>60,304.00</b>	
<b>TIF Round 4</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
Freedom Camping Study - TIF Funded	71,785.00	79,931.50	8,146.50	8,147.00	Ongoing works are at final stages.
Waitangi Jetty Toilet Capacity - TIF Funded	151,868.33	240,612.60	88,744.27	88,744.00	Ongoing works in conjunction with the BOI Yacht club for conversion of the old toilet block.
Taipa Tree Protection - TIF Funded	11,651.42	15,802.00	4,150.58	4,151.00	Funding required to fund other works outside of the scope.
Stone Store Lighting - TIF Funded	24,176.00	26,725.00	2,549.00	2,549.00	Ongoing works as materials ordered. Delayed due to contractor's schedule and Heritage NZ preferences.

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			<b>Total TIF Round 4</b>	<b>103,591.00</b>	
<b>Responsible Camping 20/21 Round 3</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
Ahipara Toilet	23,478.26	27,000.00	3,521.74	3,522.00	Ongoing works for the rangers program.
Kawakawa Domain Public Toilets	40,000.00	50,000.00	10,000.00	10,000.00	Awaiting final bill from Department of Conservation.
Karikari and Doubtless Bay Rangers Program	125,661.96	222,266.00	96,604.04	96,604.00	Ongoing works for the rangers program.
			<b>Total TIF Round 4</b>	<b>110,126.00</b>	
<b>Responsible Camping 19/20 Round 2</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
Rawhiti boat ramp toilet RC	0.00	1,275.00	1,275.00	1,275.00	Ongoing works for the rangers program.
Ramp Road Public Toilet	7,084.30	29,527.00	22,442.70	22,443.00	Ongoing works for the rangers program.
			<b>Total TIF Round 4</b>	<b>23,718.00</b>	
<b>TIF Round 4 Responsible Camping - Gap Analysis</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
Public Toilets Servicing, Signage, Comms	5,250.00	26,000.00	20,750.00	20,750.00	Ongoing works Additional toilet servicing, Signage, Communications, Contingency.
			<b>Total TIF Round 4 Responsible Camping - Gap Analysis</b>	<b>20,750.00</b>	
<b>Stormwater - 3-Waters Reform</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
Operational Data Management Software	0.00	33,334.00	33,334.00	33,334.00	DIA Funded 3-Water Reform Project
Network Model Updates	43,632.00	1,000,000.00	956,368.00	956,368.00	DIA Funded 3-Water Reform Project
Network Model Review Lead	0.00	50,000.00	50,000.00	50,000.00	DIA Funded 3-Water Reform Project
Regional Allocation	0.00	66,668.00	66,668.00	66,668.00	DIA Funded 3-Water Reform Project
			<b>Total Stormwater - 3-Waters Reform</b>	<b>1,106,370.00</b>	
<b>Regulatory Services</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
Dog Pound Southern	110,985.98	463,755.00	352,769.02	326,524.00	To be tendered October 21
			<b>Total Regulatory Services</b>	<b>326,524.00</b>	
<b>Wastewater - 3-Waters Reform</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
Operational Data Management Software	17,970.00	33,333.00	15,363.00	15,363.00	DIA Funded 3-Water Reform Project
Network Model Updates	36,828.00	1,000,000.00	963,172.00	963,172.00	DIA Funded 3-Water Reform Project
Network Model Review Lead	0.00	50,000.00	50,000.00	50,000.00	DIA Funded 3-Water Reform Project
Regional Allocation	0.00	66,666.00	66,666.00	66,666.00	DIA Funded 3-Water Reform Project
WWTP Wetland Remedial Works	0.00	388,000.00	388,000.00	388,000.00	DIA Funded 3-Water Reform Project
			<b>Total Wastewater - 3 Waters Reform</b>	<b>1,483,201.00</b>	
<b>Water - 3 Waters Reform</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
Kaitaia New Source (Sweetwater) - 3 Waters Reform	1,185,244.23	5,663,245.00	4,478,000.77	1,695,956.00	Commitment raised. Contract awarded.
Monument Hill Drought Impact - 3 Waters Reform	195,313.10	1,414,000.00	1,218,686.90	914,896.00	Externally funded money will be spent.
Kawakawa Water Take Consent - 3 Waters Reform	0.00	70,000.00	70,000.00	70,000.00	DIA Funded 3-Water Reform Project
Paihia WTP Self-Cleaning Screen - 3 Waters Reform	0.00	100,000.00	100,000.00	100,000.00	DIA Funded 3-Water Reform Project
Awanui River Intake Permanent Weir - 3 Waters Reform	0.00	150,000.00	150,000.00	150,000.00	DIA Funded 3-Water Reform Project
Kerikeri WTP New Clarifiers - 3 Waters Reform	0.00	500,000.00	500,000.00	500,000.00	DIA Funded 3-Water Reform Project
District Wide Leak Detection Equipment - 3 Waters Reform	0.00	100,000.00	100,000.00	100,000.00	DIA Funded 3-Water Reform Project
Water main renewals - 3 Waters Reform	0.00	1,000,000.00	1,000,000.00	1,000,000.00	DIA Funded 3-Water Reform Project
Ex res chlorine measurements - 3 Waters Reform	0.00	600,000.00	600,000.00	600,000.00	DIA Funded 3-Water Reform Project
Water Safety Lead	0.00	150,000.00	150,000.00	150,000.00	DIA Funded 3-Water Reform Project
Water Safety Plan Updates	14,500.00	400,000.00	385,500.00	385,500.00	DIA Funded 3-Water Reform Project

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Operational Data Management Software	0.00	33,333.00	33,333.00	33,333.00	DIA Funded 3-Water Reform Project
Enhanced Water Leak Repairs	0.00	600,000.00	600,000.00	600,000.00	DIA Funded 3-Water Reform Project
Network Model Updates	50,811.00	1,000,000.00	949,189.00	949,189.00	DIA Funded 3-Water Reform Project
Network Model Review Lead	46,477.00	50,000.00	3,523.00	3,523.00	DIA Funded 3-Water Reform Project
Regional Allocation	0.00	66,666.00	66,666.00	66,666.00	DIA Funded 3-Water Reform Project
<b>Total Water - 3 Waters Reform</b>				<b>7,319,063.00</b>	
<b>Roading - PGF Projects</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
324 - Road Improvements	7,639,233.64	10,744,573.00	3,105,339.36	3,105,319.00	Funds required to complete works. PGF and Waka Kotahi NZTA have agreed to carry forward their share @ 100%.
<b>Total Roothing PGF Projects</b>				<b>3,105,319.00</b>	
<b>Roading - ESEO &amp; TIF Projects</b>	<b>Actual</b>	<b>Forecast 20/21</b>	<b>Variance</b>	<b>Budget to be carried forward</b>	<b>Reason for carry forward - Commentary Required</b>
External Funded Projects	3,431,640.22	4,088,723.00	657,082.78	657,082.00	Pungaere Road Sealing - TIF, Innovating & Safer Street and MBIE flood response funds
<b>Total Roothing - ESEO &amp; TIF Projects</b>				<b>657,082.00</b>	
<b>TOTAL CARRY FORWARDS EXTERNAL FUNDING</b>				<b>19,116,709.00</b>	
<b>GRAND TOTAL CARRY FORWARDS</b>				<b>34,548,169.00</b>	

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Summary	Application of Capital Projects			Funding							
	New Works	Renewal Works	TIFF / Grant / DIA Funded Opex	Loan	Reserves	Depreciation	Subsidy - Waka Kotahi NZTA	ESEO	DIA	TIF	PGF
Corporate Services	1,092,669	874,377	-	1,161,564	-	805,482	-	-	-	-	-
Infrastructure & Asset Management											
Community Services	7,732,839	1,383,377	392,511	2,973,130	355,877	943,044	66,122	-	-	369,893	4,800,661
Stormwater	253,280	57,409	1,106,370	253,280	-	57,409	-	-	1,106,370	-	-
Refuse	119,287	35,442	-	119,287	-	35,442	-	-	-	-	-
Water	6,176,424	195,036	2,188,211	1,031,575	-	209,033	-	-	7,319,063	-	-
Wastewater	1,701,978	223,991	2,250,136	2,483,710	-	209,194	-	-	1,483,201	-	-
Roading	6,013,246	760,174	577,597	2,500,692	184,542	235,647	1,207,969	37,363	-	79,485	3,105,319
District Services											
Regulatory Services	326,524	-	-	-	-	-	-	326,524	-	-	-
Customer Services	309,777	737,514	-	310,653	-	736,638	-	-	-	-	-
Planning	40,000	-	-	40,000	-	-	-	-	-	-	-
	23,766,024	4,267,320	6,514,825	10,873,891	540,419	3,231,889	1,274,091	363,887	9,908,634	449,378	7,905,980

**6.5 LEASE 6 SOUTH ROAD KAITAIA TO THE KAITAIA CENTRE NGA HOA AWHINA INC.****File Number:** A3449918**Author:** Tania Steen, Property Officer**Authoriser:** Andy Finch, General Manager - Infrastructure and Asset Management**TAKE PŪRONGO / PURPOSE OF THE REPORT**

That Council grant a new nine year lease for part of the building at 6 South Road, Kaitaia to Kaitaia People Centre Nga Hoa Awhina Inc

**WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

- Since 2012 The Kaitaia People Centre Nga Hoa Awhina Inc has leased part of the former museum building at 6 South Road, Kaitaia.
- The final expiry of the lease was 31 July 2021.
- The tenant has requested a new nine-year lease, 3 terms of 3 years each.
- The Te Hiku Community Board considered this report at their meeting held 24 August 2021 and made the following resolution.

**TŪTOHUNGA / RECOMMENDATION****That Council:**

- a) approves granting The Kaitaia People Centre Nga Hoa Awhina Inc a new nine-year lease on part of the building located at 6 South Road, Kaitaia, being Pt Section 20Blk V Takahue SD from 1 September 2021 at Market rent.**
- b) agrees that the General Manager Infrastructure & Asset Management is authorised to negotiate and agree to the terms and conditions of the lease.**

**1) TĀHUHU KŌRERO / BACKGROUND**

When Te Ahu opened in 2012, the Council resolved that expressions of interest should be invited for the lease of buildings becoming vacant (the former i-SITE/Lighthouse building, the former Library on Melba Street and parts of the former Museum building now Pioneer House and the subject property). Leases should be on commercial terms and at commercial rent.

The land on which the building is located is classified as a Local Purpose (community facilities) Reserve and in accordance with Clause 61(2A) of the Reserves Act 1977, Council as the administering body, may lease all or any part of the reserve to any person, body, voluntary organisation, or society (whether incorporated or not) for any of the following purposes: community building, playcentre, kindergarten, plunket room or other like purposes. Several expressions of interest were received from various groups and organizations; however most were either non-compliant or unable to pay commercial rent.

The current tenant, The Kaitaia People Centre Nga Hoa Awhina Inc (KPC) provide a broad range of information services, legal clinics, counselling and budgeting services, etc from the premises.

The lease to the KPC is on standard Auckland District Law Society commercial terms and conditions.

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

Once a lease has come to the final expiry, Council as the landlord, is under no obligation to continue leasing to the current tenant. Council has the option to seek expressions of interest again to find another tenant.

Over the years the KPC has been a good tenant, running a professional operation and providing a valued service to the community. The lease is on commercial terms and the rent is determined by valuation.

Council would not benefit financially from a change of tenant and could in fact find it difficult to attract a new tenant of this calibre given the restrictions under the Reserves Act.

Council has several options:

**Option 1 (recommended):**

Grant a new 9 year lease to the KPC lease by way of one 3 year initial term plus two times 3 year right of renewal.

**Option 2:**

Advertise for Expressions of Interest from interested parties.

**Take Tūtohunga / Reason for the recommendation**

Over the years the KPC has been a good tenant, running a professional business operation and providing a valued service to the community. The lease is on commercial terms and the rent is determined by valuation. Council would not benefit a change of tenants and could in fact find it difficult to attract a new tenant of this calibre.

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

The current “market rent” as determined by valuation is \$11,600 +GST per annum. The lease allows for rent reviews to market rent every 3 years.

**ĀPITI HANGA / 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.

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	Low.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Reserves Act 1977.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report seeks the views of the appropriate community board.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.  State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	The implications for Maori are the same as the implications for the general ratepayer.
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).	N/A.
State the financial implications and where budgetary provisions have been made to support this decision.	Rental Income to Council for 3-year term is \$11,600 + GST per annum.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

## 6.6 MATAURI BAY WASTEWATER TREATMENT

**File Number:** A3441296

**Author:** Helen Ronaldson, Manager - Asset Management and Infrastructure

**Authoriser:** Andy Finch, General Manager - Infrastructure and Asset Management

### TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is for Council to agree the divestment of the Matauri Bay wastewater treatment plant (WWTP) to Cavalli Properties.

### WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

The WWTP plant at Matauri Bay was built by Innoflow for Matauri Bay Properties Ltd (MBPL) and Matauri X Incorporation and transferred to Council ownership in 2009.

- The plant has never been operationalised.
- No commitment to operationalise the plant has been made by Council.
- Cavalli Properties Ltd purchased the interests in the land when MBPL went into receivership/liquidation.
- In the 2018 LTP process, Council determined again to not operationalise the plant after submissions from Matauri X Incorporation and the community and hapu of Matauri Bay.
- In response to requests to operationalise since then, Council response has been a stated preference for the developers to take back the plant and run it themselves (or establish a community trust to do so).
- At a workshop with Elected Members in August, a request for a paper to Council seeking to divest this property in favour of the developers was made.

### TŪTOHUNGA / RECOMMENDATION

**That Council:**

- a) reaffirm their previously stated position that this wastewater scheme should not be operated by Council.**
- b) approve the sale of the wastewater treatment plant at Matauri Bay to the Cavalli Properties Ltd development group for the value of \$1.00.**
- c) having considered the legal advice, Council decline to bill for wastewater charges on behalf of Cavalli Properties.**

### 1) TĀHUHU KŌRERO / BACKGROUND

A 2009 agreement between FNDC, Matauri Bay Properties Ltd (MBPL) and Matauri X Incorporation saw the wastewater treatment plant that was built by Innoflow at Matauri Bay transferred to FNDC for a nominal value. The intention was to make the scheme operable to service the MBPL development as well as other properties and facilities at Matauri Bay via a co-funding arrangement. The consents to operate the scheme are and continue to be in the name of Cavalli Properties who bought the land interests of MBPL and expire in 2026.

Council has from time to time entered into discussions with Matauri X on this matter, but no commitment to operationalise the scheme has been made by Council.

Cavalli Properties (Cavalli) and Matauri X Incorporation (MXI) approached Council in early 2020 to again request operationalisation of the wastewater treatment plant at Matauri Bay as they had resolved earlier sensitivities that existed among the community and wish to commence selling the properties in the subdivision created some years ago. They wanted to put these properties to market with the statement that there is an operational wastewater system that purchasers can connect to.

Council response to this request was that the most expeditious way to achieve an operational WWTP was for the development group to take back the plant and operate it themselves or via a community trust. This was made clear as Council's preferred approach and any other option would be a lengthy process.

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

In 2016, a "Statement of Intent to establish a Working Relationship between FNDC and Matauri X Incorporation Committee of Management" was agreed, however little progress was made.

During the 2018 Long-term Plan (LTP) process, a submission was received from the Matauri X Incorporation along with the community and hapū of Matauri Bay (Ngāti Kura, Ngāti Miro, Ngāti Torehina) requesting that the operationalisation of the plant be included in the LTP. At the time it was recommended to make no change to the LTP.

While FNDC owns the assets and has a right to operate a scheme, this doesn't automatically make it an operational FNDC wastewater scheme. This requires consultation to set the area of benefit and therefore an appropriate targeted rate. Further, the Agreement to Acquire signed by FNDC and Matauri X includes a joint funding proposal for the scheme's operation. Further work would be required if Council decided to operationalise the scheme, and a targeted rate could not be struck unless via an LTP amendment.

The options previously considered for this plant have been:

- Council to form rateable scheme (i.e. Operationalize the scheme and put a targeted rate in place to fund ongoing operations).
- Develop Public Private Partnership to operate.
- Divest Scheme for CP / MXI to own and operate.

Council has maintained the preferred option to be to divest the scheme for the developer or community to own and operate.

The alternative would require a working group to be established to consider various areas of uncertainty including:

- Plant deterioration since the last condition assessment (probably best met by an updated condition assessment).
- Confirmation of timing for the plant to be fully operational once the latest condition is understood.
- Impact of the National Policy Statement on Freshwater.
- Ensuring ownership of the plant and the consents exist with one entity.
- Any changes in the Development Plans from what was included in the consents and subsequent impacts to or for plant capacity.
- Funding options for the operation and maintenance of the plant.
- Elements of and the subsequent impacts of a private plan change (PPC23) lodged in March 2021 to rezone the development area from General Coastal to Coastal Residential, and also removing an 'Outstanding Landscape' from the area.

Consideration has also been given to offering Cavalli Properties assistance with invoicing for the charges of the WWTP to the users. The Local Government (Rating) Act 2002 precludes us from being able to rate for these properties as none of the prescribed criteria are met. The rate would be a targeted rate under the LGRA and would have to be consulted on and form part of the rating Funding Impact Statement. This would require Cavalli Properties to advise the funding requirements in advance and then Council would transfer that "rate" to the company. However, the risk of non-payment would then sit with Council and ultimately be a risk for the wider community. Council would not be able to rate under an agency agreement, as we do for the Northland Regional Council, as Cavalli Properties are not a rating authority under the LGRA.

Assistance could only be in the form of sundry invoicing on behalf of Cavalli Properties if it is agreed that this is a prudent course of action to take. There is no legal barrier to Council contracting with a private entity for Council to provide services such as invoicing, however there is a risk that the



invoices will not be paid, and Council will become a debt collection agency. Staff strongly recommend that Cavalli Properties invest in an accounting system such as Zero and carry out billing themselves.

**Take Tūtohunga / Reason for the recommendation**

Council has maintained the preferred option to be to divest the scheme for the developer or community to own and operate as this is a private system for a private development.

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

The divestment of this asset is proposed at a value of \$1.00 to match the original purchase price. The asset will be removed from the Fixed Asset Register in line with the sale agreement date

**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.

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	Low
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Long Term 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.	Local relevance only and a private development
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.  State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	The hapu of Matauri Bay have been involved in the ongoing discussions with the developer as part of their development group
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).	Cavalli Properties have included all impacted parties in their development group and have therefore been included in the discussions with Council
State the financial implications and where budgetary provisions have been made to support this decision.	Refer Section 3
Chief Financial Officer review.	Reviewed by CFO

## 6.7 SETTING OF 2022 MEETING SCHEDULE

**File Number:** A3430691

**Author:** Aisha Huriwai, Team Leader Democracy Services

**Authoriser:** William J Taylor MBE, General Manager - Corporate Services

### PURPOSE OF THE REPORT

To provide a draft 2022 calendar of Council and Committee meetings to Council for adoption.

### EXECUTIVE SUMMARY

- The attached draft calendar proposes the adoption of dates for formal Council, Committee meetings and reserve days for training and workshops.
- The calendar only sets dates up till the Local Government Election date in October 2022.
- Council and its Committees will meet on a 6-weekly cycle.
- Reserve dates have been identified as dates to keep for Council business as required (workshops, briefings, and extraordinary meetings).
- Community Board meetings are excluded awaiting confirmation of Council and Committee dates.

### RECOMMENDATION

**That Council adopt the 2022 calendar as attached.**

### 1) BACKGROUND

It is good practise across New Zealand for a Council to set its Formal Meeting Calendar a year in advance. In scheduling meetings and the frequency Councillors should be mindful of the following principles:

- Meetings should be necessary for the good governance of its region or district.
- Meetings should promote the open and public transaction of business at meetings.
- Councillors are considered to be in a part time role of which attendance at formal meetings is only a small portion of the role. Consideration needs to be given to balancing workloads and non-Council commitments.

The proposed schedule includes 'reserve' dates for additional Council commitments such as workshops, training, extraordinary meetings or briefings to enable elected members to plan their varying commitments and in recognition that workshops are a beneficial tool to increase governance understanding of technical or complex issues.

Council have resolved not to conduct meetings on 28 October each year in recognition of He Whakaputanga o te Rangatiratanga o Nu Tireni – Declaration of Independence of the United Tribes of New Zealand, as the national day set aside to observe New Zealand Wars.

Community Board meetings are excluded from the schedule and a report will be provided to each board to confirm their 2022 meeting dates.

### 2) DISCUSSION AND OPTIONS

The attached schedule continues the meeting structure and frequency from the later part of the 2021 formal meeting calendar following the mid-term review, with the following amendments:

- a) Due to increase in work programmes that the following Committees be allocated an entire day to conduct business:
  - Assurance Risk and Finance (except for 22 June)
  - Strategy and Policy Committee

- b) A shift in the sequence in which Committee's meet to avoid conflicts with similar regional committees and to assist in balancing the workload. (Demonstrated in the following table)

2021 sequence	2022 sequence
Strategy and Policy Committee	Regulatory Compliance Committee
Regulatory Compliance Committee	Assurance Risk and Finance Committee
Infrastructure Committee	Strategy and Policy Committee
Assurance Risk and Finance Committee	Infrastructure Committee

- c) A whole week clear during each school term break to enable elected members with children or grandchildren to take a decent break.
- d) A reduction in reserve days (workshops/trainings/briefings) to encourage elected members to have better balance in the multiple roles they may hold.

The following meetings are proposed to occur 'out of sequence':

Meeting	Rationale
12 April Executive Review Committee	Brought forward 1 week to keep a week clear during school holidays
22 June Assurance Risk and Finance Committee	Assurance Risk and Finance Committee meetings following the 6 weekly cycle would be 8 June, 20 July and 31 August. 20 July has been left clear as a travel day for elected members to attend the LGNZ Conference (21-23 July). Given the busy month, the June meeting has been scheduled for 22 June which also ensures that the Committee can receive end of May financials as close to financial end of year as possible.
7 July Executive Review Committee	Brought forward 1 week to keep a week clear during school holidays

Community boards under legislation set their own meeting dates around Councils. Reports will be sent to their next meetings to ask them to confirm their meeting dates for 2022.

This report recommends that all appointments in the schedule be held at Far North District Council headquarters in Kaikohe. The Far North District Council does not own any suitable buildings elsewhere. While it is possible, hosting meetings elsewhere comes with an increase in cost and cannot be supported to the same level that is possible at headquarters (i.e livestreaming). If there is a desire to hold meetings elsewhere consideration needs to be given to what value this would add to the decision-making process.

Please note, additional time may be required outside of this schedule for extraordinary, urgent matters. Staff are committed to providing as much notice as possible and making sure that business, where possible, is restricted to the days adopted as part of this schedule. If and when dates are not required staff will endeavour to provide cancellations.

Dates have been included for Annual Plan consultation.

### Reason for the recommendation

To adopt a schedule of meetings and reserve days for the 2022 calendar year.

### 3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There is a cost in supporting meetings, and these are covered within operational budgets.

### ATTACHMENTS

#### 1. 2022 Formal Meeting Calendars Draft - A3413920

#### 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.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This matter is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The relevant legislation as referenced in the report is the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Community Boards are responsible for setting their own meeting schedule. Similar reports will be written suggesting alignment with Council and Committee meetings.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no particular implications for Māori.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report does not have any implications on persons identified in legislation.

State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are covered within operational budgets.
Chief Financial Officer review.	The CFO has reviewed this report.

2022 Formal Meetings											
2022											
	January			February			March			April	
Sat	1	New Year's Day									
Sun	2	Day after new years									1
Mon	3	New Year Holiday									2
Tue	4	Day after new years		1	RTC	REG	1	CDEM	THCB		3
Wed	5			2	ARF		2	KHCB			4
Thu	6			3	BWCB		3	BWCB			5
Fri	7			4			4			1	6
Sat	8			5			5			2	7
Sun	9			6	Waitangi Day		6			3	8
Mon	10			7	Waitangi Day Holiday		7	Mayoral Forum		4	9
Tue	11			8	SPC		8	ERC		5	10
Wed	12			9	INF	reserve	9			6	11
Thu	13			10			10	reserve		7	12
Fri	14			11			11			8	13
Sat	15			12			12			9	14
Sun	16			13			13			10	15
Mon	17			14			14			11	16
Tue	18			15	THCB		15	REG	reserve	12	17
Wed	19			16	KHCB		16	ARF		13	18
Thu	20			17			17			14	19
Fri	21			18			18			15	20
Sat	22			19			19			16	21
Sun	23			20			20			17	22
Mon	24			21			21			18	23
Tue	25	ERC		22	reserve		22	SPC		19	24
Wed	26			23			23	INF	reserve	20	25
Thu	27	Reserve		24	Council		24			21	26
Fri	28			25			25			22	27
Sat	29			26			26			23	28
Sun	30			27			27			24	29
Mon	31	Northland Anni		28			28			25	30
Tue							29	Zone 1 Fwd Together		26	31
Wed							30			27	
Thu							31			28	
Fri										29	
Sat										30	
Sun											
	January			February			March			April	



May		June			July			August			Septeml		
								1					
								2	RTC	THCB			
INF	reserve	1	KHCB					3	KHCB				
	BWCB	2	BWCB					4	BWCB		1	BWCB	
		3			1			5			2		
		4			2			6			3		
		5			3			7			4		
		6	Queens Birthday		4			8			5		
	THCB	7	RTC	REG	5	THCB		9	reserve		6	CDEM	
	KHCB	8			6	KHCB		10			7	INF	
		9			7	BWCB	ERC	11	Council		8		
		10			8			12			9		
		11			9			13			10		
		12			10			14			11		
		13			11			15			12		
	reserve	14	CDEM	SPC	12	leave clear for school holidays		16			13	TH	
		15	INF	reserve	13			17			14	KH	
	Council	16			14			18			15		
		17			15			19			16		
		18			16			20			17		
		19			17			21			18		
		20			18			22			19		
		21	THCB		19	WS	REG	23	ERC		20	rese	
		22	ARF		20			24			21		
		23			21	LGNZ Conference		25	reserve		22	Cou	
		24	Matariki		22	LGNZ Conference		26			23		
		25			23	LGNZ Conference		27			24		
		26			24			28			25		
	Mayoral Forum	27			25	Zone 1 Fwd Together		29	Mayoral Forum		26		
	ERC	28	reserve		26	SPC		30	REG	reserve	27		
		29			27	INF	reserve	31	ARF		28		
		30	Council		28						29		
					29						30		
					30								
					31								
May		June			July			August			Septeml		

ber	October			November			December			
	1									Sat
	2									Sun
	3									Mon
	4	RTC		1						Tue
	5			2						Wed
	6			3		1				Thu
	7			4		2				Fri
	8	Election Day		5		3				Sat
	9			6		4				Sun
	10			7		5				Mon
SPC	11			8		6				Tue
reserve	12			9		7				Wed
	13			10		8				Thu
	14			11		9				Fri
	15			12		10				Sat
	16			13		11				Sun
	17			14		12				Mon
CB	18			15		13				Tue
CB	19			16		14				Wed
	20			17		15				Thu
	21			18		16				Fri
	22			19		17				Sat
	23			20		18				Sun
	24	Labour Day		21		19				Mon
erve	25			22		20				Tue
	26			23		21				Wed
ncil	27			24		22				Thu
	28	Observed		25		23				Fri
	29			26		24				Sat
	30			27		25	Christmas Day			Sun
	31			28		26	Boxing Day			Mon
	26			29	CDEM		27	Christmas Holiday		Tue
	27			30		28				Wed
	28					29				Thu
	29					30				Fri
	30					31				Sat
	31									Sun
ber	October			November			December			

## **7 INFORMATION REPORTS**

### **7.1 CEO REPORT TO COUNCIL 01 JULY 2021 - 31 AUGUST 2021**

**File Number:** A3407309

**Author:** Melissa Wood, Executive Liaison

**Authoriser:** Emma Healy, Executive Officer

#### **PURPOSE OF THE REPORT**

The purpose of the report is to present the CEO Report, 1 July 2021 to 31 August 2021 for Council's consideration.

#### **EXECUTIVE SUMMARY**

The CEO Report to Council is a summary of Council activities, presenting an overview across all activities that Council undertakes. We have placed emphasis on relevant issues and pressures Council is experiencing whilst meeting its objectives to the community.

#### **RECOMMENDATION**

**That the Council receive the report CEO Report to Council 01 July 2021 - 31 August 2021**

#### **BACKGROUND**

The CEO Report to Council is attached and covers a detailed overview of progress against Council's activities. His Worship the Mayor and Councillors' feedback is welcomed.

#### **DISCUSSION AND NEXT STEPS**

This report is for information only.

#### **FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION**

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

#### **ATTACHMENTS**

- 1. CEO Report to Council 1 July - 31 August 2021 - A3407100** [↓](#) 



### **Chief Executive Officer's Report to Council**

Period: 1 July 2021 – 31 August 2021

#### **Key Work Plan Areas:**

**Governance**

**CEO Office**

**Strategy**

**Corporate**

**Operations**

**Infrastructure and Asset Management**

#### **Introduction**

Welcome to this CEO report, which provides an overview on the Council's activities for the period 1 July 2021 – 31 August 2021.

## Welcome to the latest summary report of Council activities

### Introduction from Shaun Clarke, Chief Executive

July marked the beginning of the new financial year and the fifth birthday of the Northland Transportation Alliance (NTA). The alliance was the first of its kind in New Zealand when it was established in July 2016, formed to enable the Councils and Waka Kotahi to achieve efficiencies and improve transport outcomes by co-ordinating the delivery of work programmes and deploying the human resources of the four Councils more effectively. We are seeing some of the benefits of this approach and are proud of the progress the NTA have made.

Council received good news regarding the bids for \$642,406 in round five of the Tourism Infrastructure Fund (TIF) for new tourism facilities in the District. All bids were approved which will allow us to install Wi-Fi-enabled streetlights at Paihia and Russell, install self-compacting, wi-fi enabled, smart rubbish bins at Paihia, Russell, and Karikari Peninsula, build public toilets at Lake Manuwai, build public toilets near the sand dunes at Te Paki Stream, install a recreational vehicle dump station at Te Paki Stream Road in partnership with Ngāti Kuri and DoC, and seal Bayly Road which provides access to the Waitangi Mountain Bike Park.

On 17 August all of New Zealand moved to Alert Level 4 at 11:59pm due to COVID (delta variant) detection. Our hybrid operating model allowed us to respond quickly with most staff having worked from home more regularly since the first lockdown. We activated our Crisis Management Team within hours of the Government's announcement and initially met twice a day to review new information and plan our response. We provided information about services affected by COVID-19 on our Facebook page before the lockdown started. Our alliance partner Far North Waters (FNW) quickly established 'operator bubbles' at our water and wastewater plants to reduce health risks to critical staff. Our Rates team phoned ratepayers who normally pay their rates at our service centres to discuss alternative payment options. Essential staff who needed to travel across the District for work were identified and issued the required 'essential travel' authorisation letter. Staff wellbeing was a focus, initially checking in with our people leaders each morning and asking them to do the same with their teams.

COVID restrictions necessitated a re-think of how we might consult with our communities during this period. A revised and adaptable plan was formulated to raise awareness of heritage areas in our Draft District Plan, with digital materials and brochures prepared. Planning also commenced on how we will gauge community support for the Three Waters Reform Programme.

Consultation also commenced on whether the Council's governance structure accurately reflects our communities and ensures fair and effective representation. This proposes increasing the number of councillors to 10 to reflect the increase in population since the last review in 2015, community boards and general wards remaining the same with the same number of community board members, and introducing a Māori ward, Ngā Tai o Tokerau, to cover the entire district with four councillors elected at large for this ward. The remaining six general councillors would be elected to the general wards in which they stand. It also proposes to tidy up boundary definition and create a new subdivision for Waipapa.

The staff awards recognising extraordinary dedication and a willingness to go the extra mile were celebrated at our quarterly Love Your Work Awards. Staff nominated eight of their peers and our

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District Plan Team for awards and cited exemplary demonstration of our values in their nominations. I would like to acknowledge the Building Team who issued 100% of building consents and Code Compliance Certificates within statutory timeframes in July. On average, the team issued building consents within 11 days and Code Compliance Certificates within seven days. The Resource Consents Team also issued 100% of resource consents within statutory timeframes in July and June.

Other highlights have included:

- The new Northern Animal Shelter on Bonnetts Road being officially opened, all dogs in Council care across the district will be housed in this facility.
- Staff facilitated a site-visit for Councillors to the Ngawha Innovation Park to hear an update from Far North Holdings Ltd (FNHL) on project progress.
- The Strategic Leadership Team (SLT) undertaking delegation training to focus on how to empower others so they have the necessary head-room for big picture thinking, relationship development and decision-making.
- Staff completed information sessions in communities affected by new speed limits before we went into lockdown and had received 79 submissions when the feedback period closed.
- The Contact Centre migrated to a new cloud-based system meaning our customer service officers can log into the phone system as long as they have an internet connection and a headset (ie they are not necessarily required to be in the office anymore).
- The first phase of our Kerikeri Domain Revitalisation Project got underway, with resource consents obtained for construction works.
- The Iwi and Local Government Chief Executives Forum (ILGACE) met and discussed economic development, representation review arrangements and outstanding natural landscapes in the marine environment.

Operational performance during this period saw:

- Comparing July 2021 to July 2020:
  - 1.44% decrease in financial interactions at Service Centres
  - 21.9% decrease in calls to the Contact Centre
  - 37% decrease in AskUs emails received
  - 27.22% increase in building inspections booked
  - 18.84% decrease in visits to Service Centres
  - 28% decrease in i-SITE visitor numbers
  - 20% decrease in i-SITE retail revenue
  - 37% decrease in i-SITE transaction spend
  - 3% decrease in i-SITE transaction numbers
  - 9.5% increase in ebook and audio downloads
  - 55.6% decrease in library website session
  - 1,605% increase in digital checkout sessions
- 515 RFSs received by Animal Management in July, 60 of which were urgent
- 31 dogs impounded during July, with 13 dogs adopted via Council's Facebook page and a further 5 by rescue groups
- Monitoring & Compliance received 113 RFSs and achieved a response rate of 82.5%
- 90 Resource Management Act (RMA) consents were received (compared to 68 in July 2020)
- All Resource Consents were issued within statutory timeframes for July
- 22 environmental health verifications scheduled and completed for July

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- 30 Good Host Visits of licensed premises were conducted
- 35 alcohol licenses issued (compared to 62 issued in July 2020)
- 188 building consent applications received in July
- On average, building consents are being issued within 11 days and code of compliance certificates within 7 days
- 19 swimming pool inspections completed with a 26% swimming pool fail rate
- 35 Building Warrant of Fitness audits completed
- 14 Notices to Fix (for breaches of the Building Act 2004) were issued
- 30 development applications received by the Road Safety & Traffic Planning team
- Hokianga ferry revenue was \$45,540.43 excl GST, a 9 % decrease from July 2020

## Governance

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### Workshops

The months of July and August were busy with the following workshops:

- LG Reform (Regional)
- Housing
- Legal Principles of Council Controlled Organisations
- Wastewater Treatment Plant Resource Consent Renewals
- Big Ideas Lab
- FN2100
- Matauri Wastewater
- District Plan Review

The workshop format is invaluable in providing an overall strategic direction, which in turn allows Members at formal Council meetings to make informed decisions.

### Community Board Workshop and Working Party

The Kaikohe-Hokianga Community Board held a Strategic Planning workshop during the period.

The Community Board Working Party has not met during the period. Work occurred in the background to address the latest matters for consideration arising from the meeting held in late June. Discussion has been held with the Chair of the working party (Councillor Vujcich) and a working party meeting will be scheduled for later in the month of September.

The Combined Community Board workshop has been deferred to November due to Covid-19 and restrictions around the number of people who can gather. Agreed agenda items are being worked through in anticipation of this workshop, and Community Board Chairs will be invited to help finalise the agenda topics in due course.

### Training

This period was quiet in terms of Elected Member training which is not unusual for this time of year. There are a number of Members booked on professional development (portfolio related) conferences in late September which have been rescheduled to later in the year / early next year due to Covid-19 restrictions on travel and gatherings.

### Action Sheets/Decision Tracking

Action sheets are now being circulated to all meetings of Council, Committees and Community Boards. We recognise that the format for some is not ideal but talks with the software provider (located in Sydney) are proving to be problematic during their lockdown. We will continue to pursue this avenue but will make no changes to the current, standardised format until such time as we can establish the cost of customisation and assess against available budgets.



## CEO Office

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### People and Capability

#### PSA Union Negotiations

The FNDC and the PSA have successfully negotiated a 3-year collective agreement. Negotiations started in April this year and concluded at the end of June. This is a significant milestone for both FNDC and the PSA being the longest collective term agreed to.

#### Leader Development

Branded Tō Taumata, the whakatauki for the new Leader Development Programme is one of aspiration and determination. Tier 3 and Tier 4 leaders who applied to take part in the programme were rigorously tested through the application process. The culmination for each applicant was a questioning panel discussion with three SLT members. This resulted in 10 leaders qualifying to participate in the innovative programme which will be launched at the end of September. It is anticipated that the programme will run for 6 months.

#### Induction

The presentation of the New Starter induction sessions has been updated and completely renewed, improving interaction, and increasing practical information sharing. During the national lockdown, the People & Capability Advisors have welcomed our new starters virtually by adapting our new induction presentation to suit the remote working situation.

#### CEO Office

We have successfully recruited the Executive Assistant to the Chief Executive Officer position and eagerly await for her to start working with us in September.

#### Infrastructure & Asset Management Group

An internal staff member progressed to fill the role of Infrastructure Compliance Lead and in turn appointed a fixed term Water Safety Plan Data Specialist to consult and provide expert advice on the development and implementation of Far North District Council's Water Safety Plans and Operations and Maintenance Manuals. A vacancy within the Infrastructure Operations team provided an Acting opportunity, enabling the internal growth of skills, connections, and experience.

#### Strategic Planning & Policy

With the unfortunate resignation of the Team Leader – Maori Relationships due to career progression, we now have two Team Leader roles to be filled in the Te Hono team. After strategically assessing the future needs of the team, final decisions will be made on how to fill these roles.

A new Team Leader was appointed internally for the Strategy Development team, providing leadership development opportunities.

#### Corporate Services Group

The pilot merger between Transformation & Assurance and Digital Information Services, commenced 8 June, is nearing mid-point for review. This pilot will allow for digital transformation and innovation with the following five outcomes expected; strengthened programme delivery, customer centric service design, embedded change management, leadership efficiencies and pathways and addressed business risks.

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### District Services Group

Staff movement into People & Capability opened a vacancy in District Services for Team Leader – Administration, Environmental Services. This position has now been filled.

District Services has been prepared and work ready while in COVID lockdown and continue to support our community.

### Staffing, Salaries and Training

#### Current Staffing Levels

Actual Full Time Equivalent (FTE) at 30 June 2021	Annual Plan Establishment (FTE)
354.5	382.85

- The figure for the Actual FTE is based on permanent staff numbers
- Established FTE is based on permanent position numbers

#### Salaries and Training

Financial Performance as at 31 August 2021	YTD Actual	YTD Budget	YTD Actual vs Budget	Annual Budget
Salary Costs	\$4,700,351	\$4,971,253	\$270,902	\$32,305,150
Training Costs	\$34,016	\$112,960	\$78,944	\$677,774
Trainings as a % of Salaries (Sector average is 4%)	0.7%			2.1%

#### Vacancies

Department	FTE Available
CEO/Communications/People & Capabilities	3
Corporate Services	5
District Services	7
Infrastructure & Asset Management/NTA	9
Strategic Planning & Policy	4.4
<b>FNDC TOTAL (FTE) * includes part time &amp; full time EST Position Vacancies</b>	<b>28.4</b>

## Health, Safety & Wellbeing (HSW)

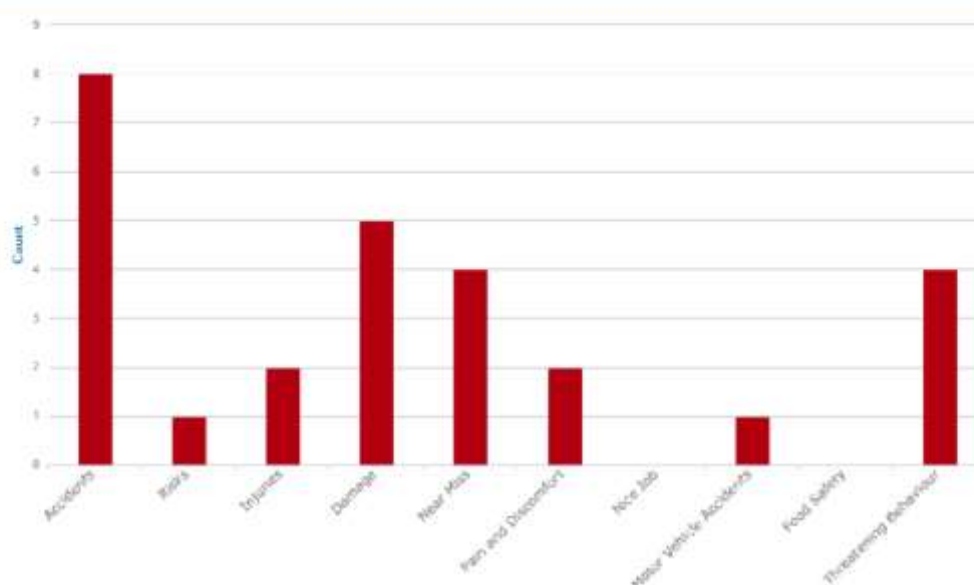
### Summary of Activities

- COVID-19 support to the business during Alert Levels 4 and 3, with essential workers operating during those levels.
- Workplace First Aid training provided to new staff and existing in the various formats in August.

### PeopleSafe Stories Types during the reporting period Far North District Council



### Stories Report Summary



### PeopleSafe 12 Month Rolling Incident Rate

During the two-month reporting period there were 18 PeopleSafe incidents/events told, covering 26 story types. The average number of incidents told per month has slightly decreased to 8.5 incidents/month.

## Communication

### Activity summary

The representation and speed limits review, Kaitāia Water Project and Kerikeri Domain Revitalisation Project were among the projects the Communications team provided support to in July and August.

### Media releases

The team issued 14 media releases during the eight-week reporting period. These were about:

- Grants given to community groups by community boards
- The allocation of parking spaces at Paihia for an electric vehicle charging station
- A review of speed limits in the Kaitāia, North Hokianga and Moerewa area
- A heating and insulation upgrade at the Council's Housing for the Elderly units
- The opening of the new Northern Area Animal Shelter
- The removal of SNA maps from the draft District Plan
- The trial of a new service to make it easier and quicker to apply for rates rebates
- The blessing of the Kaitāia Water Project at Sweetwater near Awanui
- The beginning of physical works associated with the Kerikeri Domain Revitalisation Project
- An award ceremony for people who tried to save Kohukohu's former Masonic Lodge from fire
- Unsubsidised seal extension projects for the next three years
- The Council's representation review
- The Council's decision to provisionally opt out of the Three Waters Reform Programme
- Shaun Clarke's tenure as Chief Executive

### Publication of media releases

- All of the eight media releases issued in July were published in at least two local newspapers
- Two of the six media releases issued in August were published in two local newspapers and two were published in one local newspaper

### Media enquiries

The team responded to 35 media enquiries in July and August. The top topic of enquiry was feral dogs at Te Paki and animal management, accounting for 11 enquiries. Other main subjects of interest were Significant Natural Areas and rates.

### Social media

Outputs and outcomes included:

- 44 Facebook posts about a range of topics
- 420 new Facebook page followers
- 96 new Facebook page 'likes'
- 2147 Facebook page views
- 49,774 people reached by Facebook posts
- 12,778 people engaged by Facebook posts
- 23 LinkedIn posts

**Mayoral support**

The team drafted nine Mayoral columns/blogs about:

- The Long Term Plan 2021-31
- Three Waters Reform Programme
- Speed limits review
- Significant Natural Areas (SNAs)
- National Land Transport Programme
- Economic growth and Government funding for tourism facilities and conservation projects
- District Plan review
- Representation Review
- Local Government Reform

**CEO support**

The team produced nine editions of weekly newsletter *The Weekender*, as well as regular briefings on the COVID-19 pandemic for staff.

**Other support and outputs**

- Fortnightly, full-page adverts in four local newspapers about road seal extension projects and the representation review
- Radio and digital adverts about library services and the representation review
- Communication and graphic design support to the representation review
- Helping to organise the iwi blessing of the Kaitāia Water Project
- New webpages for the Bay of Islands Sports Hub Project and Kaitāia Water Project

## Strategy

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### Corporate Planning

#### Long Term Plan (LTP)

The Long Term Plan (LTP) for 2021-31 became operative when it was adopted at the end of June. Year one serves as the Annual Plan for this year (2021-22). Work now begins on planning the development of the Annual Plan for 2022-23 which will be adopted in June next year (2022).

### Strategy Development, Bylaws and Policies

#### Far North 2100 District Strategy

On 10 August 2021 staff completed a workshop on the outcomes of the consultation and options going forward for Far North 2100. The direction given by the elected members present in the workshop was to put forward the Far North 2100 Strategy to Council for adoption.

#### Spatial Planning

An outcome of the 10 August 2021 workshop on Far North 2100 was to undertake a review of the 2007 Kerikeri / Waipapa Structure Plan as the first spatial planning project to be initiated as part of the implementation of Far North 2100.

The review of the Kerikeri / Waipapa Structure Plan will be guided by the National Policy Statement on Urban Development 2020 (NPS-UD) and will be based on the requirements of a Future Development Strategy as per the NPS-UD.

The review of the Structure Plan will guide, support, and inform the draft District Plan in alignment with the notification of the District Plan. Work is scheduled to commence in September with the goal to have Council adopting the Kerikeri / Waipapa Spatial Plan in June 2022.

Staff have continued to engage with the Ministry of Urban Housing and Development (MHUD), our neighbouring Northland Councils, Auckland Council, and representatives of other government agencies on a proposed corridor spatial plan that would expand from Auckland into Northland.

#### District Population Reforecast

The last fully informed population forecast provided by .id was at the end of 2019 and delivered to the Far North District Council at the beginning of 2020. This population forecast was used to inform the District Plan.

Staff are planning to have a new population forecast available by March 2022 to inform the spatial planning programme of work and network modelling that the Infrastructure and Asset Management Planning team are currently undertaking. Procurement of a new population reforecast commenced in August and will go to the market in September for this service with a decision due in November 2021.

#### Climate Change

A draft of the Regional Climate Change Adaptation Strategy, that was cross referenced with the Far

North District Council's Climate Change Roadmap was presented by members of the Climate Adaptation Te Taitokerau (CATT) group to the Joint Climate Change Adaptation Committee on 30 August 2021.

A workshop arranged for 30 September with the Far North District Council will consider the content of the draft strategy to feed back into the final strategy.

An internal reference group on climate change has been established that will be used as point of reference for the establishment of a climate change policy, the development of carbon reduction plan and to feedback to the Regional Climate Change Adaptation Strategy.

### **Regional Accessibility Strategy**

Over the reporting period staff continued to provide support to the collaborative cross Council development of a Regional Accessibility Strategy which is being led by Whangārei District Council.

### **Parks and Reserves**

Staff continued to work on a draft parks and reserves policy. The policy will be considered by the Strategy and Policy Committee in early 2022 for approval to begin public consultation.

### **Bylaw Programme**

Staff worked on the finalisation of the Treated Water Supply Bylaw based on submissions received on this bylaw. The current Water Supply Bylaw 2009 is scheduled to automatically revoke on 16 October 2021.

A new on-site wastewater disposal systems bylaw was developed during the reporting period and submitted to the 7 September Strategy and Policy Committee for approval to commence public consultation through to the end of October 2021. The current Control of On-site Wastewater Disposal Systems Bylaw 2010 is scheduled to automatically revoke on 26 May 2022.

Staff have been working on the development of the two new bylaws, a road use bylaw and parking bylaw during the reporting period and submitted these to the Strategy and Policy Committee on 7 September for approval to go out for public consultation until the end of October 2021. The current Parking and Traffic Control Bylaw 2010 is scheduled to automatically revoke on 17 June 2022.

Consultation on the proposed speed limit changes to the Speed Limits Bylaw for the area west of State Highway 1 (Kaitāia-Awaroa and Broadwood-Kohukohu), the Moerewa urban area, and Te Oneroa-a-Tōhē / Ninety Mile Beach ran from 12 July 2021 to 24 August 2021.

Consultation on the Solid Waste Bylaw that went out without amendment ran from 26 July 2021 until 27 August 2021. Hearings on this bylaw were scheduled for 7 September 2021 with 1 submitter heard.

### **Policy Programme**

Staff have continued to work on the social impact assessment that is required to inform a review of the Class Four Gambling and Totalisator Agency Board Venues Policy.

Staff have also continued to work on a review of the Equity and Access Policy during the reporting period.

At the same time a review of the following eight policies commonly referred to in Council as 'roading policies' continued in collaboration with the Roding staff:

1. Community initiated infrastructure roading contribution
2. Dust management policy



3. Limits of council responsibility for formation maintenance of roads
4. Private roads and rights of way
5. Road maintenance policy
6. Road mirrors private crossings policy
7. Road naming and property numbering
8. Road speed limits

An outcome of this review has resulted in a proposed Naming Policy that staff are now planning to put forward to the October Strategy and Policy Committee.

## **Iwi/ Hapū Relationships**

### **Māori Representation**

Having resolved to establish Māori seats on Council for the 2022 and 2025 local body elections, an initial proposal was developed and went out for consultation from 20 August to 1 October. The information has been profiled on the Council's website and Facebook page. The information has also been sent to various hapū and iwi contacts.

### **Māori Participation in Council Decision-making**

Alongside the provision for Māori representation, Council also resolved to ensure a mechanism to allow greater Māori input into decisions. In doing so, Council was also cognisant of the feedback they received from iwi during discussions about Māori representation, that Council should look to co-design a mechanism/s with Māori.

Te Hono have been discussing with our Te Ao Maori portfolio holder how this will be enacted.

### **Te Oneroa-a-Tōhe Board**

Te Rautaki o Te Oneroa-a-Tōhe (Te Oneroa-a-Tōhe Beach Management Plan (the plan)) articulates the desired outcomes, objectives and actions for Te Oneroa-a-Tōhe (the beach). These were developed by Te Oneroa-a-Tōhe Board (the Board) to realise the need to protect and care for the beach now and into the future.

During consultation to develop the plan, safety pertaining to vehicles on the beach was one of the main issues identified. This became one of the key areas that the plan looked to address. In particular, 'Action A38' is designed to manage vehicle use on the beach – both where you can drive and speed limits.

As part of the second phase of a suite of proposed speed limit reviews, the speed limits restricting speed onto and along the beach were consulted on over six weeks between 12 July - 24 August. This included notification on Council's website, and Facebook page, print media and information sent to marae within the areas of interest. Further, drop-in days were held at Ahipara School, Broadwood A&P Hall, Kohukohu Fire Station and Moerewa School. Meetings were held at Roma Marae and a zoom with Pukepoto Marae (due to COVID-19 restrictions).

A full report will be prepared for Council and will include submissions. It will also include information on hearing/s dates and venues.



**Iwi Local Government Authorities Chief Executives Forum (ILGACE)**

Iwi Local Government Authorities Chief Executive Forum (ILGACE) met in August. Housing, economic development and Outstanding Natural Landscapes were key agenda items.

**Te Kahu o Taonui and Mayoral Forum**

Te Kahu o Taonui (TKoT) invited the Mayoral Forum to meet in early July to discuss a more collaborative approach to engagement. TKoT would like all Northland councils to have a more co-ordinated approach when seeking to engage with TKoT on the same work or priorities, i.e. Māori Representation. The outcome of the meeting was a desire to meet as a governance body on a regular basis to encourage the discussion of regionally significant issues in a timely manner.

**Outstanding Natural Landscapes**

Northland Regional Council (NRC) presented on a recent direction from the Environment Court (EC) to include Outstanding Natural Landscapes (ONL) in the Regional Plan for Northland. The direction from the EC provided very little time for NRC to undertake consultation on this matter. Given the recent public interest in Significant Natural Areas (SNA's) NRC sought advice from iwi as to how it might best engage with Māori on this issue.

The meeting agreed that all parties would discuss with their relevant governance bodies the signing of a joint letter to the EC and relevant Ministers outlining concerns with the process and timeframe by which NRC was to have consulted and included ONL's into the regional plan. The letter was drafted by NRC and the Ngātiwai Trust Board CEO and sent on August 16, 2021.

**Māori liaison**

The implications of the [Local Government \(Rating of Whenua Māori\) Amendment Act 2021](#) on internal processes continue to be a focus for Te Hono and the Rates team. Te Hono is steadily working through remission applications whilst the Rates team have carried out a review of what properties are considered non-rateable.

A mailout by the Rates team to 1500 property owners has now been completed and owners have been advised that their whenua has been identified as non-rateable and that any arrears will also be written off. Should enquiries be received in relation to becoming non-rateable, a new RFS code has been created whereby the Rates team can assist the customer. It was intended to have the letter out sooner, however, due to an influx of customer enquiries regarding the rateability of their whenua, the mailout was delayed.

### Te Hono interactions with customers by kaupapa

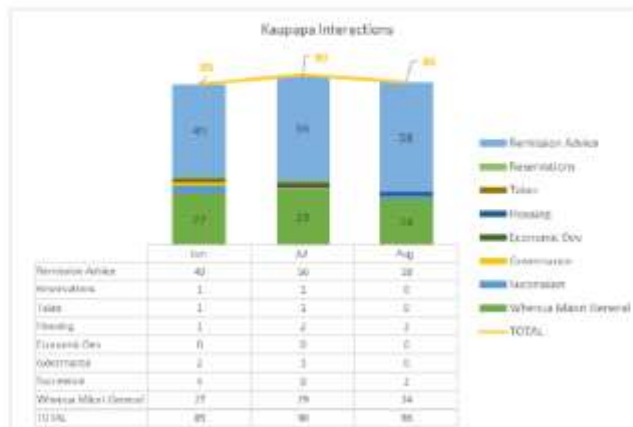


Figure 1 June-August 2021 Customer interactions by kaupapa

The volume of staff interactions with customers has been steady this last quarter with no noticeable decline since the legislative changes to the Rating of Whenua Māori.

163 remission advice queries were received, with the second highest volume of interactions being related to general enquiries around whenua Māori (80). Examples of the types of enquiries range from transaction histories, to what are their legal rights before building due to a family member having a trespass order imposed on another family member.

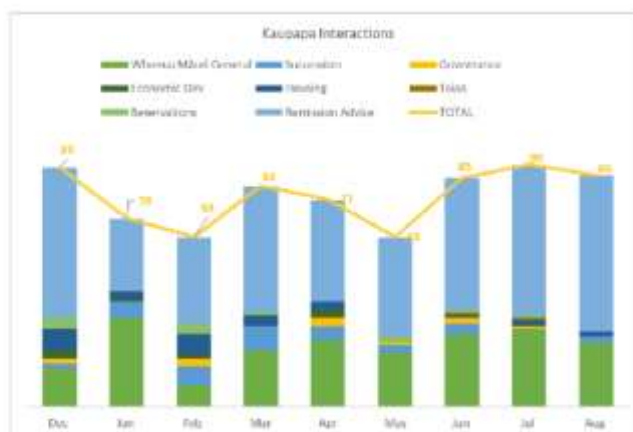


Figure 2 YTD Customer interactions by kaupapa

When considering the interactions over the past year, the volume of work related to Whenua Māori has not decreased. This is somewhat surprising due to legislative changes it was thought staff would see a drop-off.

It is worth noting that Economic development interactions have been minimal to date which signals that we could increase efforts in socialising this to whenua Māori landowners. A revised policy is to be developed by the Finance team with Te Hono for the next rating year.

### Referral interactions

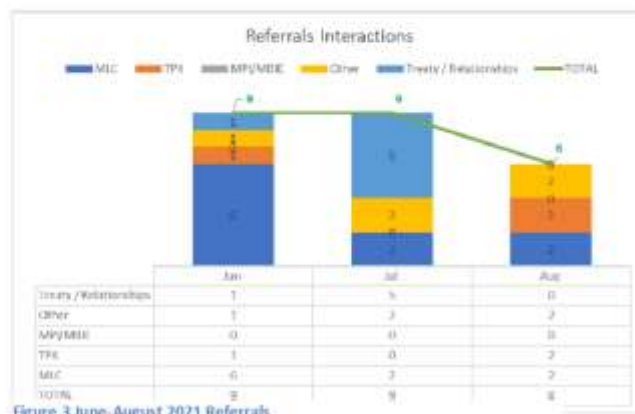


Figure 3 June-August 2021 Referrals

Referrals to external / other agencies are reducing which may indicate the customers are becoming more informed and knowledgeable prior to their contact with FNDC, and/or Te Hono staff being better equipped with expertise to provide appropriate advice.

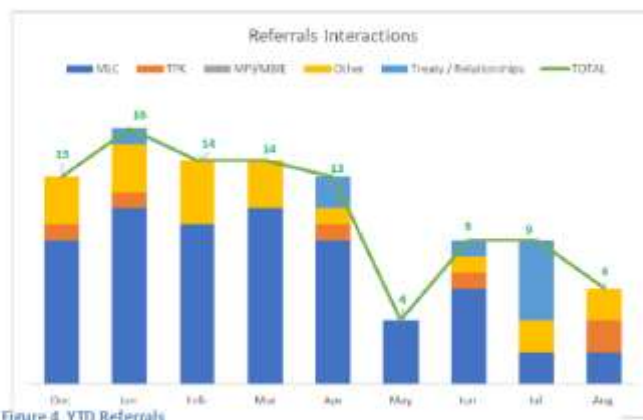


Figure 4 YTD Referrals

The Māori Land Court continues to be the key external agency necessary to assist customer enquiries to FNDC.

### “Whenua Māori Expo” - a multi-agency initiative

The coordination of a regional “Whenua Māori Expo” has been developing since April 2021. This is a multi-agency approach being led by the Māori Land Court and Te Puni Kōkiri with the 4 Northland councils.

The overarching intent of the expo has been to share with whenua Māori landowner’s advice on what they need to do in order to derive economic and/or social benefit from their land, what funding assistance can be accessed and what Council processes need to be fulfilled.

Due to the latest COVID-19 Delta variant alert, it has been agreed to defer this event until early 2022. In the interim, an online information sharing forum has been identified as being an ideal platform to begin engaging with Whenua Māori landowners and is being considered.

Agencies will continue the momentum of collaboration by looking to have a combined booth/tent at the 2022 Waitangi Day events. This will lead on to the actual Expo, with dates staggered from



February through to April 2022, as opposed to condensing to four weekends across one month.

## Community Wellbeing

### Community Development & Funding

Staff have committed to a focused effort in Kaikohe for the next three years in conjunction with the NZ Police and community leaders. The project – 'Kaikohe Cares' aims to provide high level coordination across Council departments and between all the great initiatives already happening in Kaikohe - from grassroots to agency level - to strengthen the relationship between Council and the community.

Staff identified a need for definitions, guidelines, and eventually new policy, in relation to the introduction of the Community Board Placemaking Fund, which allocates \$100,000 each financial year from 2021 to each Community Board. The fund is intended to support community-led placemaking opportunities and it is envisioned that this funding stream will have a significant positive impact on community wellbeing. Consultation with each Community Board took place in July and August, with staff presenting to each board a Placemaking Fund guideline with suggestions and recommendations. Community Board input was collated and will be presented back at the next joint meeting of the Community Boards in November. We look forward to developing robust guidelines alongside our Community Board members that will not only be transparent to our ratepayers, but also inform and enable our communities to make the best use of the Placemaking funding.

FNDC now has 18 Community Plans across the Far North. Work is currently underway to update all plans that are over 10 years old to ensure they are fit for purpose, before any new plans area started.



Staff continue to develop and refine our youth programme with the aim of supporting the personal development of our next generation of leaders. July saw the second of 3 rangatahi attend Outward Bound in Anakiwa, coordinated by our team and sponsored by the Kaikohe-Hokianga Community Board and Mayors Taskforce for Jobs. In July/August the Far North Youth Council (8 rangatahi) attended the Festival for the Future conference in Wellington, and our TUIA candidate attended another wananga for the year. Staff have also been running virtual wellbeing check-ins with all Youth Councillors, our TUIA candidate, FNDC Cadets, and our Outward Bound Rangatahi throughout C19 lockdown.

### Funding

Staff lodged a \$1.2 million funding application to the Lotteries Community Facilities Fund for the new

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Kerikeri Squash Courts. This application was developed in conjunction with Infrastructure & Asset Management (IAM) and Kerikeri Squash Club. The decision is due in early December.

Staff applied to the Mayors Task Force for Jobs Community Recovery Fund for \$499,745 to support our Kaikohe Cares kaupapa. The funding is focused on meaningful, sustainable employment and if successful the funding will cover a coordinator - who will work closely with MSD – a remote work programme, a daily free of charge workers 'Berry Bus' from Kaikohe to Ngawha Enterprise and Innovation Park, drivers licencing programme for youth and bespoke funding to small to medium size enterprises to support training costs and employment support as required on an individual basis. The decision is due the end of September.

In August, the Events Investment Panel, consisting of the three Community Board Chairs, met to deliberate on applications to the Events Investment Fund. 24 applications requesting \$333,850 were received, with 13 applicants receiving funding totaling \$80,000. These events included:

Applicant	Grant
90 Mile IRB Challenge	4,000
Aramex Kiwi Walk & Run Series	4,150
Bay of Islands Arts Festival - Upsurge 2022	5,000
Go Life Events - Waitangi Mountain Bike Park Enduro	10,000
GR8X Fishing Competition	5,000
IO Festival 2021 (Art of Indigenous Origin)	3,000
Kerikeri Christmas Festival	10,000
Kerikeri Half Marathon	5,000
Northdrill Herekino Tavern Whanau Boar Hunt	5,000
Pearl of the North Waka Ama	10,000
Sanitarium Weetbix Kids TRYathlon	5,000
Te Houtaewa	5,000
Waitangi Waka Ama Long Distance Nationals	8,850
	<b>80,000</b>

Bay of Islands-Whangaroa Community Board met on 8 July and 5 August and made the following grants:

Meeting date	Applicant Organisation	Granted
8 July 2021	Budget Advice & Advocacy Service (obo) Northern Community Family Service	\$ 5,325.00
5 August 2021	Bay of Islands Jazz & Blues Festival	\$ 2,485.00
5 August 2021	Kerikeri Gymnastics Club (assistance with rent)	\$ 7,500.00

A funding application from the Duffus Trust to the Board for repairs to the pensioner flats in Russell (formerly owned by Council) was declined as it was felt this was not the responsibility of the Board and it was recommended funding was more appropriately sought elsewhere.

Kaikohe-Hokianga Community Board met on 7 July and 4 August and made the following grants:

Meeting date	Applicant Organisation	Granted
4 August 2021	Hokianga Community Educational Trust - publication of "Walks of the Hokianga" promotional booklet	\$ 4,316.00
4 August 2021	Hokianga Country Music Festival	\$ 3,235.00
4 August 2021	Kaikohe & Districts Sportsville - help fund Maori warden assistance with parking	\$ 1,000.00
7 July 2021	HUSH Dance - end of semester show	\$ 1,550.00
7 July 2021	Okaihau Community Association - replacement of town sign	\$ 425.00

A funding application from Kaikohe & Districts Sportsville for funding for a feasibility study for a new swimming pool complex in Kaikohe was declined as it was felt more work was required by the group before they were in a position to undertake this work.

Te Hiku Community Board met on 6 July and 24 August and made the following grants:

Meeting date	Applicant Organisation	Funding for	Granted
24 August 2021	Northland Area Floral Art Society NZ (Designer of the Year)	Floral Art - Designer of the Year event	\$ 2,500.00
24 August 2021	Friends of Rangikapiti Reserve	Production and installation of signboards - Restoration to Rangikapiti Reserve	\$ 2,214.00
24 August 2021	Awanui Sports Complex Inc.	Flood prevention of Complex Grounds	\$ 1,080.00
24 August 2021	Kaitaia College	Arts Expo (Dance Production)	\$ 4,107.00
24 August 2021	Mangonui Lions Club	Mangonui Fun Run	\$ 788.00
6 July 2021	Kaitaia Business Association	CCTV Monitoring (2 year grant)	\$ 6,000.00

Funding applications from the Karikari Residents and Ratepayer Assoc. for a Christmas Community Lunch and Te Whakaora Tangata for assistance with rental costs were declined as the Board felt funding would be more appropriately sought elsewhere.

## District Planning

There are two key processes that continue to be developed as part of the draft plan process. These are consultation with Iwi Authorities and targeted engagement on Heritage Areas. These have

dominated team focus in the recent term, whilst continuing the refinement of the draft plan.

Engagement with Iwi Authorities is being carried out in May through to September. Between June – August the team attended a number of hui with all but one of our 11 Iwi Authorities. This engagement will allow for further refinement of the plan prior to the development of the proposed plan. Council is required to summarise all advice concerning the draft district plan received from iwi authorities and summarise the response to the advice, including any provisions of the proposed plan that are intended to give effect to the advice.

Council has committed to undertaking targeted engagement with affected communities about the draft district plan and heritage areas. Further engagement with specific communities where heritage area changes were being considered has been confirmed and Council was preparing to mail out to landowners in 9 different locations in August and has had to adjust the planned engagement to adapt to the current COVID-19 context.

Heritage specialist advice on the nature of the heritage resource has prompted consideration of new techniques to both manage and create understanding and awareness of the heritage resources in different settlements. In most cases, these resources extend beyond individual buildings, to encompass settlement patterns, associations of European and traditional land use, occupation, and cultural values.

Council's further engagement to allow for the discussion to continue the suite of methods that might best manage the resources, which are considered legislatively as a matter of national importance. Communities will also be able to submit when a proposed plan is notified, allowing for participation in hearings and voice support, opposition, and reasons.

#### **Joint Shareholding of Northland INC**

This project is now complete. As part of the 2021-31 Long Term Plan process, Council became an equal shareholder in Northland Inc. on 1 July 2021

#### **Joint Regional Economic Development Committee**

The Joint Regional Economic Development Committee, established as part of the shareholding between Northland Regional, Kaipara and Far North District Councils, had its first meeting 30 July 2021. FNDC was represented by Councillors Clendon and Vujcich where the main order of business was to elect a Chair (Justin Blackie, NRC), adopt the Committees Terms of Reference and the Statement of Intent (SOI).

Northland Inc presented at a workshop following the formal meeting outlining:

- Northland Inc's focus areas
- Development of a Regional Economic Strategy

It was agreed that a strategy was required, and that Northland Inc were best placed to lead and develop the strategy.

#### **Regional Economic Development Strategy**

The key purposes of the strategy are:

- Confirm regional aspirations and provide a clear strategic vision and focus, set priorities
- Guide long term planning of key entities (including Iwi/Hapū/Māori, communities, sectors, Councils, agencies)

- Provide agreed long-term intergenerational outcomes for the regional economy
- An opportunity to do things differently
- Give confidence to our people that there is a plan
- Guide and direct investment e.g., Government, private sector, community
- Guide and direct the activities of Northland Inc

Northland Inc have secured most of the funding required to deliver the strategy.

#### **Chief Executive and Mayoral Forums**

Reports were prepared on Northland Forward Together key priorities and updates with regards to Government funded or co-funded projects for the agendas of both Forums. The CEO Forum held 9 August 2021 at FNDC and the Mayoral Forum 30 August 2021 hosted by WDC was conducted remotely due to COVID-19 lockdown restrictions.

The next cycle of meetings will see the CEO Forum hosted by WDC on 8 November 2021 and the Mayoral Forum hosted by FNDC on 29 November 2021. Work will be undertaken in October 2021 to prepare Northland Forward Together reports for these agendas.

#### **Kaikohe Civic Hub Working Party (KCWHP)**

The principal purpose of the KCWHP is to work collaboratively with the community in reviewing the options for building a Civic Hub in Kaikohe and supporting Council to deliver the project. Phase 1 is the building of a new library facility, however, the KCWHP needs to consider it in the wider context of enhancing Kaikohe and the surrounding linkages. The KCWHP has 5 Elected Members with voting rights, 2 community representatives, General Manager Strategic Planning & Policy and Manager Te Hono as support.

The KCWHP has:

- Had an onsite meeting on a Council owned property to determine if fit for purpose
- Commissioned a study to be delivered by ĀKAU
- Requested staff to update the Kaikohe-Hokianga Community Board (4 August 2021) and the Strategy & Policy Committee (7 September 2021) on progress through an information report.

#### **Northland Forward Together**

The Northland Mayoral Forum met Monday 30 August 2021. It was intended that this meeting would be at WDC, but due to COVID-19 lockdown restrictions was held online. As can be expected, the main topic of discussion was around the lockdown, and especially how varying levels across regions would impact Northland. The largest item on the agenda was meeting with Northland Members of Parliament (MPs).

A priorities session with Northland MPs was held. Key aspects of the session included:

- Appreciation was extended to the MPs for taking Northland's messages back to central government.
- There was growing concern in the local government sector and the wider community about the pace of change and that 'centralisation was taking away the democratic voice of the people'. These concerns were being raised directly with the Minister of Local Government



by Local Government New Zealand (LGNZ). LGNZ would be issuing a media release in the following days.

- Concern was raised that raft of reforms were rushed, there was a lack of prioritisation and the supporting information had 'gaps in practicability'; all which led to a lack of confidence in the process.
- Concern was also raised that local government in Northland, but also across most regions, were losing key staff to central government which was detrimentally impacting on Council business.
- A key message was that Northland was keen for Central Government to continue investment into core infrastructure.
- In general the Northland communities had responded well to the ongoing Covid-19 lockdown. However, there was 'growing concern being linked to Auckland'. It was advised that the 'cases in Warkworth had links into Northland, possibly as far as Waipu'. It was stressed that Northland needed clear messaging, a hard border at Te Hana and a travel corridor through Auckland when levels changed.

A Climate Change Update was circulated outside the meeting. Key Climate Change work programme updates were:

- The Joint committee met and reviewed the draft Te Taitokerau Climate Adaptation Strategy (the Strategy) on 9 August 2021.
- The Strategy sets out high-level direction for local government response to the impacts of climate change.
- The Strategy has detailed overview of climate change impacts and issues relating to Councils business activities - what is currently being done and future opportunities
- It includes 46 priority actions in four groups, most have existing funding, and include ongoing, short, medium and long-term projects (the Mayoral Forum requested these be prioritised and parking those that could potentially be affected by pending legislation):
  - 1) improve knowledge and understanding;
  - 2) grow relationships;
  - 3) reduce risk and vulnerability; and
  - 4) build capacity.
- The Mayoral Forum stressed that Councils 'cannot push pause' on climate change.

## Corporate Services

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### Transformation and Assurance

#### Audit and Assurance

The recalibrated Internal Audit and Assurance Programme for the remainder 2021 calendar year was presented to the September meeting of the Assurance, Risk and Finance Committee.

Three audits were initiated this reporting period – the Review Network Logon Accounts and two Building Consent Authority Quality Audits.

#### Risk

Regular reporting, to the Assurance, Risk and Finance Committee, on the top organisational risks and their treatment plans continues.

Four risk progress reports were included in the September 2021 Risk Management Report to the Assurance, Risk and Finance Committee. The Risk Progress Reports on ARF001 Climate Change Risk, ARF004 Asset Management, ARF009 Customer Service Delivery, and ARF013 Drinking Water Resilience were presented.

The deep dive risk session for September focused on ARF004 Asset Management, particularly the risks surrounding Programme Darwin.

Finally, the second progress report on the risks associated with the programme of the externally funded "shovel ready" projects that form part of the Governments economic response to the COVID-19 pandemic was presented to the Assurance, Risk and Finance Committee in September.

#### Transformation

The Creating and Enabling Great Workplaces Programme has completed the 'Evaluation' phase. Key findings from evaluation were:

- The self-reported wellbeing and productivity of our people has improved since adopting hybrid working.
- The current office configuration and space is sufficient to meet our operational needs.
- We have achieved discernible financial savings from adopting hybrid working.

### Customer Experience Programme

#### Customer Satisfaction

We continue to see an increase in our overall customer satisfaction (CSAT) scores since the implementation of our new digital customer feedback system.

The customer satisfaction scores have continued to rise during the recent COVID lockdown - we have a score of 3.9 out of 5 for the lockdown period of this report. This is significant to note as some of our higher scoring services don't influence our results as they are closed (i.e. libraries, service centres, i-SITES). This is a real testament to the resilience of our staff and adaptability of our work environment. Our response rates have also remained consistent. In the last lockdown our satisfaction scores and response rates declined significantly.

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Over the period we can report:

- Service Requests CSAT 3.60 (5.1% ▼)
- Building Consents CSAT 4.41 (11.6% ▲)
- Building Inspections CSSAT 3.97 (2.1% ▲)
- Resource Consents CSAT 3.65 (5.9% ▲)
- Visitor CSAT 4.88 (1.2% ▼)
- Service Centres (5%)
- Libraries CSAT 4.90 (2.2% ▼)
- LIM's CSAT 4.05 (2.37% ▲)
- Property Files Requests CSAT 4.07 (1.5% ▼)

There are 965 customer responses in this period (which is down on the last report but is expected due to the lockdown) and our response rate remain consistent at 41.8%.

#### June Customer Satisfaction (new system, scale out of 5)



The new system's Customer Satisfaction is a 5-point scale, we have converted the old performance measure below to highlight the monthly Customer Satisfaction results and volume of responses from the **old** and **new** systems over the year.



#### Net Promotor Score (scale -100 to +100)



Net Promotor Score (NPS) is a reputational benchmark and this has increased 12.79% ▲ during this period.

#### Date and Promise Measures



The average customer contacts has increased slightly (0.7% ▼) since the last reporting period and is currently 1.93. Our keeping customers informed has increased 2.7% ▲ with a CSAT of 3.8.

## Digital Information Services

### Executive Summary

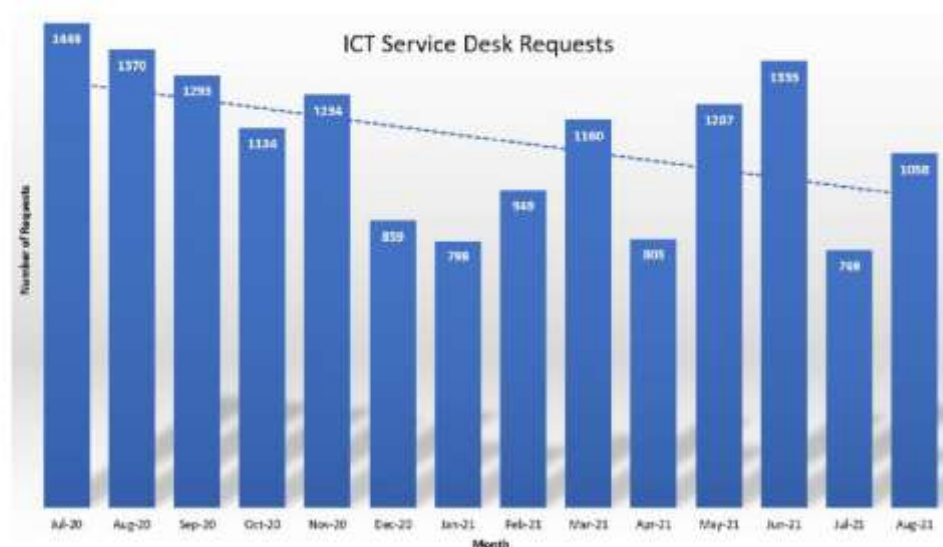
The focus for the last two months has been on cybersecurity. Multi-Factor Authentication and Single Sign-on was deployed throughout the organisation. A benchmarking exercise on cybersecurity was undertaken as a lead-in to cybersecurity awareness programme that was launched in July.

We have also continued to make discernible improvements in our service offerings. Highlights in this reporting period includes implementing Freshservice (a new IT Service Management system), migrating all calls to the MS Teams environment, migrating the existing Contact Centre phone system to a new cloud-based Software as a Service) system called Genesys Cloud, and expanding our online service offerings.

### ICT Operations and Delivery

#### ICT Service Desk Requests

The number of ICT Service Desk Requests received during the July-August 2021 period was 1,827. This number is down from 2,542 which were received in the May-June 2021 period. Overall, the number of requests lodged have trended slightly downwards over the last 12 months.



The number of outstanding requests yet to be resolved is 289 (this is up slightly from 256 in the previous period). 45 are awaiting an external vendor or the delivery of equipment, and 90 are awaiting a response from the requester.





#### **Multi-Factor Authentication 'My Security Information' (Plan B)**

Staff currently use the Multi-Factor Authentication app to approve their access into our systems but there may be times when staff do not have access to their app, for example, if they lose their phone or have left it somewhere, and occasionally things just don't work as they should. An enhancement to Multi-Factor Authentication called 'My Security Information' has now been configured. This means staff can log into their security information and set up an alternative contact number, such as a personal mobile number or even to receive a phone call via their home number. In the event they cannot use their normal method of authentication, they can have a Plan B ready to go.

#### **Payroll Health Check**

Our TechnologyOne software vendor has recently undertaken a full health check of our Payroll system and processes. They have prepared a comprehensive report which contains recommendations for improvements which are currently being evaluated.

#### **Digital Wings E-Waste Programme**

FNDC have recently agreed and signed a Memorandum of Understanding with Digital Wings and RemarkIT Solutions to redistribute or responsibly dispose of unwanted surplus computer equipment.

Digital Wings is a programme supported by the Ministry for the Environment and RemarkIT Solutions to redistribute refurbished and fit-for-purpose computer equipment from organisations such as FNDC, to local Far North community organisations and charities.

These organisations are seeking to promote access to digital technologies for people who are digitally disadvantaged, and to raise aspirations and create opportunity - especially for youth education and employment, Māori, and Pasifika development.

Digital Wings technology partner, RemarkIT Solutions, has a philosophy of reduce, reuse, and recycle to provide responsible e-waste options for New Zealand organisations. FNDC receives a cost-neutral, safe, secure, and professional method to recycle unwanted computer equipment and it also helps us to realise our sustainability goals. By signing up to this programme 98% of our e-waste will be diverted from landfill.

**Contact Centre Phone System**

Work with Datacom has now been fully completed to migrate the old Contact Centre phone system over to a new cloud-based SaaS (Software as a Service) system called Genesys Cloud. This provides an overall better customer and staff experience, can be used via a web browser with a headset, and fully integrates with Microsoft Teams. This new platform enables Contact Centre staff to work remotely which helped to significantly reduce the numbers that needed to work from an FNDC office during the recent COVID-19 Alert Level 4 lockdown.

**Library RFID Project**

Work has progressed on the project to insert RFID (radio-frequency identification) tags into library books to enable the use of self-service kiosks in our Libraries. A successful vendor has been selected and work is currently underway to implement this new system.

**Data Insights and Programme Delivery:****Online Services**

Event applications have been released to the public with two successful bookings in the first few days. The Community Facilities Customer Service Officer is collaborating with Sport Northland on a complex application for the Kerikeri Half Marathon. This will test the process as there are multiple departments involved.

A process improvement opportunity was identified during the implementation of ePathway dog re-registration payments. This allows the payments received via our bank statement to be accurately receipted and the tag issued eliminating a manual and time-consuming process. This has been implemented and received with enthusiasm and positive feedback.

The ePathway solution enabling Consentium to lodge applications with FNDC has been completed, allowing project resources to move on to Stage 4.

Scoping and requirements workshops are progressing for Stage 4 Permits and Licenses. The top four items have been identified for development in the first release these are:

- Special liquor licence
- Manager's certificate
- Vehicle crossing
- Earthworks.



**System Upgrades**

The upgrade programme is underway with the team evaluating the release notes, documenting the changes and assessing new functionality. Deployment of Objective to Production is planned for October followed by Pathway and ePathway in November. Initial impressions of ePathway are that it is more customer friendly with modern design features and improved functionality.

**Long Term Plan**

The Digital Insights & Programme Delivery management team has been busy with the planning of the projects in the 2021 – 2023 LTP. This is a significant portfolio of work that will deliver several new capabilities to the organisation. Improvements in FNDC's geo-spatial and project portfolio management capabilities as well as further digitisation of processes and records are some of the anticipated outcomes. The structure of governance and the provisioning of FTE across the portfolio is a critical outcome of the planning process with the correct balance of management to team members a core requirement of this stage.

In conjunction with the planning, recruitment of two IT project managers to support the delivery phases of the LTP is also underway.

**Enterprise Data Warehouse**

The Resource Management Act dashboard has been moved to production and final testing has started. The Building Control Authority rework to the new enterprise data warehouse has started and should be complete by end of October.

**CI HRP**

The Business Intelligence team created a CIA HR data quality tracking dashboard that resolved 2800 data issues. The Business Intelligence team also created an FTE reconciliation dashboard with daily tracking of all FTE adjustments and approvals in the system to enhance data quality in the system.

**GIS****District Plan**

The GIS team created a GIS app for the District Plan team. The application will enable the team to edit the draft district plan and including detailed tracking of changes and the reasons for them enable spatialising the public feedback received against the draft district plan.

**Representation Review**

The GIS team created a web app for the Representation Review consultation this will assist the team with the public consultation, and it is available on the FNDC web site.

<https://www.fndc.govt.nz/Whats-new/Have-your-say/Representation-Review/Mapping-the-changes>

Giving the public an interactive map to help visualise the proposed changes to the general wards and subdivisions.

## Information Management

### Property File ePathway Applications



### 25<sup>th</sup> Anniversary at FNDC

Staff member Robyn Kemp celebrates 25 years working at FNDC this month. This is a big achievement for her and a real benefit for Council to have her business knowledge and dedication with us for so long. In the 12 months to 10 September, she's processed 2326 Property File requests for our customers.

### Archives Data Project

Over the past 8 months staff have been working on making our Archives data more searchable and accessible by adding descriptive metadata for every archive box held at our offsite storage. This huge job is complete, and we can now search our archive holdings by barcode, contents, subject matter, disposal code, date of contents and more.

## Finance

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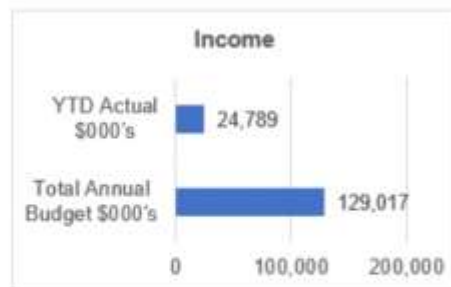
### Operational Financial Performance

As at 31 August 2021

#### Operating Surplus

- Operating surplus for the period ending 31 August recorded \$9.5 million against a planned year-to-date budget of \$4.8 million. The Operational budget surplus is therefore at 99% compared against the year-to-date budget. However, FNDC have received considerable income in relation to Economic Stimulus Employment Opportunity (ESEO), Provincial Growth Fund (PGF) and 3-Water Reforms that were not in the budget, and if these are excluded the year-to-date budget surplus is at 43%.
- Major savings are in salaries partially funded from capital projects and general expenses for provision for doubtful debts which is an annualised process. However, there is a YTD overspend in contractor and professional fees for which cashflow is being reviewed after confirmation of National Land transport Programme (NLTP) budget from Waka Kotahi NZTA on 07 September and carry forward budgets for 3-Water Reform.
- We are currently tracking above the forecasted operational income. This is due to PGF funds received for Lake Omapere for de-mobilisation costs and operational subsidy received to support capital projects.

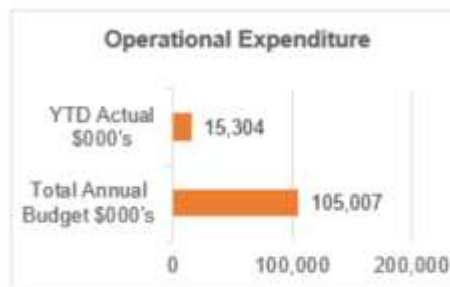
### Income



Income has recorded favourable year-to-date budget variance as at 31 August 2021 in the following areas:

- Income has been received from Waka Kotahi (NZTA) as interim funding for maintaining levels of service across the district.
- Unspent grant funding has been brought into the year to complete the 3-Water Reform projects. Large amount of this grant was not required last financial year, therefore further claims for funding have been delayed as a result.
- Unspent grant received Provincial Growth Fund (PGF) last financial year to complete the final reinstatement costs for Lake Omapere and support the road sealing project at Ngapipito road.

### Operational Expenditure



Operational expenditure has recorded unfavourable year-to-date budget variance as at 31 August 2021 in the following areas:

- Maintenance and operational expenses incurred across the roading network for sealed & unsealed pavement maintenance, drainage, structures, traffic services maintenance. Waka Kotahi (NZTA) approved and adopted the 2021-24 National Land Transport Programme (NLTP) on 07 September 2021.
- Annual cycle trail grant has been paid to the Pou Herenga Tai Twin Coast Cycle Trail Trust.
- These are offset by savings in salaries that are partially funded from capital projects and general expenses for provision for doubtful debts which is an annualized process.

### Capital Expenditure



Capital expenditure has recorded unfavourable year-to-date budget variance as at 31 August 2021 in the following areas:

- Kaitaia New Source (Sweetwater) project contract has been awarded and winter works are progressing well following NRC's approval.
- Waipapa Sports Hub, Kerikeri Domain and Te Hiku o te Ikā revitalisation projects ongoing from last financial year which will require carry over budget approval.
- Planned works for Provincial Growth Funds (PGF) road sealing projects ongoing at Ruapekapeka, Ngapipito and Peria road.

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## Whole of Council

Statement of  
Operational Financial Performance  
for the period ending 31 August  
2021

	Year to date					Full year		
	YTD Actual \$000's	YTD Budget \$000's	Variance \$000's	Actuals YTD as a % of Total Budget	Actuals YTD as a % of Annual Forecast	Total Annual Budget \$000's	Total Annual Forecast \$000's	Forecast Variance \$000's
<b>Operations</b>								
<b>Operational income</b>								
Rates - general (excl water supply rates)	15,457	15,440	17	17%	17%	92,675	92,675	0
Rates - penalties	304	516	(211)	15%	15%	2,063	2,063	0
Fees & charges (inc water supply rates)	3,500	2,905	595	20%	20%	17,590	17,590	0
Central govt subsidies - operational	2,347	18	2,329	16%	16%	14,445	14,445	0
Other income	3,180	235	2,944	142%	142%	2,244	2,244	0
<b>Total operating income</b>	<b>24,789</b>	<b>19,114</b>	<b>5,675</b>			<b>129,017</b>	<b>129,017</b>	<b>0</b>
<b>Operating Expenditure</b>								
Payroll related costs	4,937	4,971	34	15%	15%	32,305	32,305	0
Other staffing related costs	235	353	118	11%	11%	2,171	2,171	0
General expenses	977	1,249	272	11%	11%	8,493	8,493	0
Rate remissions	1,438	1,462	24	69%	69%	2,087	2,087	0
Contractor & professional fees	6,960	5,508	(1,452)	13%	13%	55,283	55,333	(50)
Grants and donations	537	422	(116)	23%	23%	2,385	2,359	26
Allocations (direct and indirect)	0	0	0	0%	0%	0	0	0
Interest costs	219	380	162	10%	10%	2,262	2,262	0
<b>Total operating expenditure</b>	<b>15,304</b>	<b>14,345</b>	<b>(958)</b>			<b>105,007</b>	<b>105,031</b>	<b>(24)</b>
<b>Net operating surplus/(deficit)</b>	<b>9,485</b>	<b>4,768</b>	<b>4,717</b>			<b>24,011</b>	<b>23,986</b>	<b>24</b>

Statement of  
Capital Financial Performance  
for the period ending 31 August  
2021

	Year to date \$000's					Full year \$000's		
	YTD Actual	YTD Total Budget	Variance	Actuals as % of Total Budget	Actuals as % of Annual Forecast	Total Annual Budget	Total Annual Forecast	Forecast Variance
<b>Capital Works</b>								
District Facilities	1,321	143	(1,178)	2%	2%	62,816	62,816	0
Storm water	76	0	(76)	2%	2%	3,672	3,672	0
Solid Waste	55	0	(55)	7%	7%	767	767	0
Wastewater	209	180	(29)	2%	2%	13,047	13,047	0
Water Supply	1,040	0	(1,040)	9%	9%	11,573	11,573	0
	<b>2,701</b>	<b>323</b>	<b>(2,378)</b>	<b>3%</b>	<b>3%</b>	<b>91,875</b>	<b>91,875</b>	<b>0</b>
Roading & Footpaths	2,200	0	(2,200)	129%	126%	1,700	1,750	(50)
<b>Other</b>								
Environmental Management	59	28	(31)	6%	6%	981	981	0
Governance & Strategic Administration	239	42	(197)	7%	7%	3,407	3,407	0
Customer Services	38	61	23	4%	4%	993	1,062	(68)
Strategic Planning	0	0	0	0%	0%	0	0	0
<b>Total Capital Works</b>	<b>5,237</b>	<b>454</b>	<b>(4,782)</b>	<b>5%</b>	<b>5%</b>	<b>98,957</b>	<b>99,075</b>	<b>(118)</b>



## District Services

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The District Services report is circulated under separate cover to Elected Members and is publicly available through the FNDC website as a [Regulatory Compliance Committee agenda item](#).

## Infrastructure and Asset Management (IAM)

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The IAM business report is circulated under separate cover to Elected Members and is publicly available through the FNDC website as an [Infrastructure Network Committee agenda item \(p 193 – 394\)](#).

## 7.2 COMMUNITY BOARD UPDATES OCTOBER 2021

**File Number:** A3400642

**Author:** Casey Gannon, Meetings Administrator

**Authoriser:** Aisha Huriwai, Team Leader Democracy Services

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To enable oversight of Community Board resolutions at Council and provide Community Board Chairperson's with a formal opportunity to speak with Council about discussions at Community Board.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

A copy of the following Community Board meeting minutes are attached for Council's information.

#### TŪTOHUNGA / RECOMMENDATION

That Council note the following Community Board minutes:

- a) Te Hiku Community Board, 5 October 2021.
- b) Kaikohe-Hokianga Community Board, 6 October 2021.
- c) Bay of Islands-Whangaroa Community Board, 7 October 2021.

### TĀHUHU KŌRERO / BACKGROUND

This report is to provide Council oversight of resolutions made at Community Board meetings and provide Community Board Chairperson's with a formal opportunity to raise any Community Board issues with Council.

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

This is intended as an information report.

From time to time Community Board's may make recommendations to Council regarding some matters.

### 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. 2021-10-05 Te Hiku Community Board Minutes - A3424368 [↓](#) 
- 2. 2021-10-06 Kaikohe-Hokianga Community Board Minutes - A3427729 [↓](#) 
- 3. 2021-10-07 Bay of Islands-Whangaroa Community Board Minutes - A3418987 [↓](#) 



**MINUTES OF PUBLIC EXCLUDED TE HIKU COMMUNITY BOARD MEETING  
HELD AT THE HELD VIRTUALLY VIA MICROSOFT TEAMS  
ON TUESDAY, 5 OCTOBER 2021 AT 11.31 AM**

**PRESENT:** Chairperson Adele Gardner, Member Jaqi Brown, Member Darren Axe, Member Sheryl Bainbridge, Member John Stewart, Member William (Bill) Subritzky, Member Felicity Foy

The meeting was adjourned from 11.31 am to 11.41 am.

**10 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**

**10.1 8A MATTHEWS AVE - PROPERTY FOR SALE**

Agenda item 10.1 document number A3399168, pages 11 - 14 refers

**MOTION**

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

That the Te Hiku Community Board recommend Council:

- a) **approve** the purchase the property situated at 8A Matthews Ave (Lot 2, DP 382833), Kaitaia.
- b) approve to assign a long term lease to The Kaitaia Croquet Club with the condition that The Kaitaia Croquet Club will cover all costs to make the section fit for purpose and to agree to share the car park with the public on agreed days.
- c) approve to engage a valuer to complete a rental valuation.
- d) approve that any further conditions are negotiated and agreed upon by the General Manager Corporate Services & The Kaitaia Croquet Club.

**AMENDMENT**

Moved: Member William (Bill) Subritzky

Seconded: Member Sheryl Bainbridge

That the report 8A Matthews Ave – Property for Sale, be left to lie on the table until further reports and due diligence has been completed and can be provided to the Te Hiku Community Board.

In Favour: Nil

Against: Chairperson Adele Gardner, Members Jaqi Brown, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

**LOST**

**RESOLUTION 2021/67**

Moved: Chairperson Adele Gardner

Seconded: Member John Stewart

That the Te Hiku Community Board recommend Council:

- a) **approve the purchase of the property situated at 6 Matthews Ave (Lot 2, DP 63276) and 8A Matthews Ave (Lot 2, DP 382833), Kaitaia, subject to due diligence being completed including investigations into possible asbestos/contamination on the site.**
- b) **approve to assign a long term lease to The Kaitaia Croquet Club with the condition that The Kaitaia Croquet Club will cover all costs to make the section fit for purpose and to agree to share the car park with the public on agreed days.**
- c) **approve to engage a valuer to complete a rental valuation.**

**d) approve that any further conditions are negotiated and agreed upon by the General Manager Corporate Services & The Kaitaia Croquet Club.**

In Favour: Chairperson Adele Gardner, Members Jaqi Brown, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Against: Nil

**CARRIED****RESOLUTION TO READMIT THE PUBLIC****COMMITTEE RESOLUTION 2021/68**

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

**That Te Hiku Community Board moves out of Public Excluded and into Ordinary meeting.**

In Favour: Chairperson Adele Gardner, Members Jaqi Brown, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Against: Nil

**CARRIED**

**The minutes of this meeting will be confirmed at the Public Excluded Te Hiku Community Board Meeting held on 9 November 2021.**

.....  
**CHAIRPERSON**

**MINUTES OF  
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE  
ON WEDNESDAY, 6 OCTOBER 2021 AT 10.31 AM**

**PRESENT:** Chairperson Mike Edmonds, Member Emma Davis, Member Louis Toorenborg, Member Kelly van Gaalen, Member Alan Hessell, Member Laurie Byers, Member John Vujcich, Member Moko Tepania

**IN ATTENDANCE:** Shaun Clarke (CEO)

**STAFF PRESENT:** Laurel Belworthy (Community Development Advisor), Kathryn Trewin (Funding Advisor), Vickie Begbie (Manager – Business Development), Janice Smith (Chief Financial Officer), Tania Steen (Property Officer) Carla Ditchfield-Hunia (Manager – Legal Services), Casey Gannon (Meetings Administrator), Darren James (Asset Manager – District Facilities), Jeanette England (Asset Manager – District Facilities), Nick Marshall (NTA), Rochelle Dean (Manager – Environmental Services).

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

Chair Mike Edmonds, Members John Vujcich and Kelly Van Gaalen declared conflicts related to Funding Applications Item: 6.9b and will not participate in discussions or decisionmaking.

**2 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

- Shaun Reilly: Footpaths.
- Linda Bracken (Chair of Kaikohe Business Association) - crime prevention and making Kaikohe a safer place.
- Liz Owen (Okaihau Community Education Trust) - extending early childhood services in Okaihau.
- Chris Galbraith and Aimee (Far North Holdings Ltd) - Omapere Wharf

**3 NGĀ TONO KŌRERO / DEPUTATIONS**

Nil

**4 NGĀ KAIKŌRERO / SPEAKERS**

Funding Applicants:

- Geoff Lawson – Youthline Helpline
- Dave Adams – South Hokianga War Memorial Hall

Member Emma Davis left the meeting at 11:09 am,  
Member Emma Davis returned to the meeting. At 11:14 am.

**RESOLUTION TO EXCLUDE THE PUBLIC**

**RESOLUTION 2021/59**

Moved: Chairperson Mike Edmonds

Seconded: Member Alan Hessell

**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
<b>8.1 - Section 5 &amp; 6 Kohukohu Road, Kohukohu - Property for Sale</b>	<p>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 subject of the information</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>CARRIED</b>		

The meeting was adjourned from 12:05pm to 12:51pm.

## 5 CONFIRMATION OF PREVIOUS MINUTES

### 5.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A3052594, pages 12 - 12 refers

#### **RESOLUTION 2021/60**

Moved: Chairperson Mike Edmonds

Seconded: Member Emma Davis

**That the Kaikohe-Hokianga Community Board confirms the minutes of their meeting held 4 August 2021 as a true and correct record.**

**CARRIED**

## 6 REPORTS

### 6.1 HOKIANGA SPRAYING COMMITTEE ADDITIONAL COMMUNITY REPRESENTATIVES REQUEST

Agenda item 7.1 document number A3280718, pages 18 - 20 refers

#### **RESOLUTION 2021/61**

Moved: Member Louis Toorenborg

Seconded: Member John Vujcich

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

- a) approves the appointment of Peter Reid and Lorene Royal to the Hokianga Spraying Committee as community representatives.**

**CARRIED**

At 1:16 pm, Member Laurie Byers left the meeting

## **6.2 KOUTU MONGERO PICNIC AREA ENCROACHMENT**

Agenda item 7.2 document number A3346858, pages 23 - 29 refers

### **RESOLUTION 2021/62**

Moved: Member Alan Hessell

Seconded: Member Louis Toorenborg

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

- a) engage with the kaitiaki of the Koutū Mongero Picnic Area to formalise a Kaitiaki Agreement for the lawful use of the area as a campground; and**
- b) engage with the kaitiaki to obtain the necessary consents under the Resource Management Act, Local Government Act and Health Act to facilitate the lawful use of the area as a campground.**

**CARRIED**

## **6.3 ROAD NAMING - 16 ROWSELL HEIGHTS, KAIKOHE**

Agenda item 7.3 document number A3350976, pages 30 - 32 refers

### **RESOLUTION 2021/63**

Moved: Chairperson Mike Edmonds

Seconded: Member Alan Hessell

**That the Kaikohe-Hokianga Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a private right-of-way, Buena Vista Rise that is currently addressed at 16 Rowsell Heights, Kaikohe as per map (A2556386).**

**CARRIED**

At 1:30 pm, Member Emma Davis left the meeting.

At 1:36 pm, Member Emma Davis returned to the meeting.

At 1:46 pm, Member Laurie Byers returned to the meeting.

## **6.4 UPGRADE MEMORIAL PARK, KAIKOHE**

Agenda item 7.4 document number A3381320, pages 50 - 54 refers

### **RESOLUTION 2021/64**

Moved: Member Moko Tepania

Seconded: Member Kelly van Gaalen

**That Kaikohe-Hokianga Community Board:**

- a) approves the final concept for Memorial Park as developed by AKAU.**
- b) approves the removal of the Casuarina Tree close to the final location of the Wharepaku.**
- c) approves the use of Streetscapes budget for the landscaping, furniture, footpaths, tree works and learn to ride paths within Memorial Park (\$344,200).**

- d) **approves the use of Town Beautification budget for the new civil works and surfacing for the new Playground within Memorial Park (\$100,000).**
- e) **approves the use of the Amenity Lighting budget for new lights within Memorial Park (\$18,500).**

**CARRIED**

ABSTAINED : Member Byers

At 1:56 pm, Member Moko Tepania left the meeting.

## **6.5 OMAPERE WHARF - RENEWAL OF END SECTION**

Agenda item 7.5 document number A3325907, pages 74 - 76 refers

### **RESOLUTION 2021/65**

Moved: Member Louis Toorenburg

Seconded: Member Emma Davis

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

- a) **Receive the report Omapere Wharf - Renewal of End section.**
- b) **Supports the new design concept for the replacement section of the Wharf; and**
- c) **that inter-tidal steps be strongly recommended and incorporated into the design.**

**CARRIED**

## **6.6 KAIKOHE-HOKIANGA FOOTPATH PROGRAMME**

Agenda item 7.6 document number A3398048, pages 80 - 85 refers

### **RESOLUTION 2021/66**

Moved: Chairperson Mike Edmonds

Seconded: Member Louis Toorenburg

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

- a) **Manning Street Rawene - Existing to House #54 Manning Street (Est \$70,000) to be constructed 100 % from the footpath budget and a list of Kaikohe footpaths be brought back to Kaikohe-Hokianga Community Board for consideration; and**
- b) **request that the remaining footpath budget from 2020 (estimated 80k) be found and returned for allocation to Kaikohe-Hokianga Community footpaths**

**CARRIED**

## **6.7 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 JULY 2021**

Agenda item 7.7 document number A3345193, pages 86 - 88 refers.

### **RESOLUTION 2021/67**

Moved: Member John Vujcich

Seconded: Member Kelly van Gaalen

**That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 31 July 2021.**

**CARRIED****6.8 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 AUGUST 2021**

Agenda item 7.8 document number A3398377, pages 89 - 90 refers.

**RESOLUTION 2021/68**

Moved: Member Emma Davis

Seconded: Member John Vujcich

**That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 31 August 2021.****CARRIED****6.9 FUNDING APPLICATIONS - AUGUST 2021**

Agenda item 7.9 document number A3314739, pages 93 - 97 refers

**RESOLUTION 2021/69**

Moved: Chairperson Mike Edmonds

Seconded: Member Louis Toorenburg

**6.9a) That the Kaikohe-Hokianga Community Board approves the sum of \$1,785 (plus GST if applicable) be paid from the Board's Community Fund account to Ngā Mahi Toi o Horeke for costs towards installation of murals along Te Pou Herenga cycle trail to support the following Community Outcomes:**

- i) Communities that are healthy, safe, connected and sustainable**
- ii) Proud, vibrant communities**

**CARRIED**

AGAINST: Deputy Chair Emma Davis

**RESOLUTION 2021/70**

Moved: Member Louis

Seconded: Member Alan

**6.9b) That the Kaikohe-Hokianga Community Board approves the sum of \$1,500 (plus GST if applicable) be paid from the Board's Community Fund account to Pioneer Village Kaikohe for costs towards 2021 Halloween event to support the following Community Outcomes:**

- i) Communities that are healthy, safe, connected and sustainable**
- ii) Proud, vibrant communities**

**CARRIED****RESOLUTION 2021/71**

Moved: Member Kelly van Gaalen

Seconded: Member John Vujcich

**6.9c) That the Kaikohe-Hokianga Community Board approves the sum of \$4,098 (plus GST if applicable) be paid from the Board's Community Fund account to South Hokianga**



**War Memorial Hall for costs towards the purchase and installation of an AED defibrillator to support the following Community Outcomes:**

- i) Communities that are healthy, safe, connected and sustainable**
- ii) Proud, vibrant communities**

**CARRIED**

**RESOLUTION 2021/72**

Moved: Chairperson Mike Edmonds

Seconded: Member Kelly van Gaalen

**6.9d) That the Kaikohe-Hokianga Community Board approves the sum of **\$3,000** (plus GST if applicable) be paid from the Board's Community Fund account to Youthline Auckland Charitable Trust for costs towards Youthline services to support the following Community Outcomes:**

- iii) Communities that are healthy, safe, connected and sustainable**
- iv) Proud, vibrant communities**

**CARRIED**

**6.10 PROJECT FUNDING REPORTS**

Agenda item 7.10 document number A3399082, pages 119 - 120 refers

**RESOLUTION 2021/73**

Moved: Member Kelly van Gaalen

Seconded: Member John Vujcich

**That the Kaikohe-Hokianga Community Board note the project report received from Hokianga Treks 4 Kids.**

**CARRIED**

**7 INFORMATION REPORTS**

**7.1 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE OCTOBER 2021**

Agenda item 8.1 document number A3378962, pages 123 - 123 refers

**RESOLUTION 2021/74**

Moved: Member John Vujcich

Seconded: Member Emma Davis

**That the Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board Action Sheet Update October 2021.**

**CARRIED**

**7.2 MAJOR ITEM NOT ON THE AGENDA**

**RESOLUTION 2021/75**

Moved: Member Louis Toorenburg

Seconded: Member Alan Hessel

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

- a) resolves to consider these items not on the agenda;
  - I. Pawarenga Road Sealing
  - II. Okaihau Playcentre Lease
- b) notes these items were not on the agenda because members of the Community Board did not know about the issues until today.
- c) the report cannot be delayed because these matters are urgent.

**CARRIED**

### **7.3 ITEMS NOT ON THE AGENDA: PAWARENGA ROAD SEALING & OKAIHAU PLAYCENTRE LEASE**

#### **RESOLUTION 2021/73**

Moved: Chairperson Mike Edmonds

Seconded: Member Emma Davis

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

- a) be provided with answers as to why the non-residential part of Pawarenga Road was sealed but the residential part was not sealed.
- b) request that Council delegate the powers to negotiate the terms of the Okaihau Playcentre lease to Chair Mike Edmonds, Member John Vujcich and Member Moko Tepania.

**CARRIED**

### **9 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 3:02pm.

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 3 November 2021.

.....  
:CHAIRPERSON

**MINUTES OF  
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING  
HELD AT THE VIRTUALLY VIA MICROSOFT TEAMS  
ON THURSDAY, 7 OCTOBER 2021 AT 10.00 AM**

**PRESENT:** Chairperson Belinda Ward, Member Lane Ayr, Member Manuela Gmuer-Hornell, Member Bruce Mills, Member Frank Owen, Member Manuwai Wells, Member Dave Hookway-Kopa

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Belinda Ward opened with a karakia.

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

**APOLOGIES AND SPEAKING RIGHTS**

**RESOLUTION 2021/84**

Moved: Chairperson Belinda Ward

Seconded: Member Manuela Gmuer-Hornell

**That apologies from member Rachel Smith be granted, and speaking rights for Councillor Clendon be granted.**

In Favour: Crs Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED**

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

Andy Murdoch and Kirsty Hampson spoke on behalf of Friends of Rolands Woods Trust.

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

Nil.

**5 NGĀ KAIKŌRERO / SPEAKERS**

Chris Galbraith on behalf of Far North Holdings speaking in regard to item 7.4 Waharoa Proposal - Russell Waterfront/Wharf.

Geoff Lawson on behalf of Youthline Auckland Charitable Trust in regard to item 7.9 Funding Applications

## 6 CONFIRMATION OF PREVIOUS MINUTES

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A3405341, pages 10 - 20 refers.

#### RESOLUTION 2021/85

Moved: Chairperson Belinda Ward

Seconded: Member Frank Owen

**That the Bay of Islands-Whangaroa Community Board confirm the minutes of the Bay of Islands-Whangaroa Community Board meeting held 2 September 2021 are a true and correct record with the following amendments:**

- **approving the sum of \$2,500 and up to \$2,500 for traffic management Te Puna Aroha - Application.**

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Frank Owen and Manuwai Wells

Against: Nil

Abstained: Bruce Mills and Dave Hookway-Kopa

**CARRIED**

## 7 REPORTS

### 7.1 CHAIRPERSON AND MEMBERS REPORT

Agenda item 7.1 document number A3405362, pages 21 - 26 refers.

#### RESOLUTION 2021/86

Moved: Member Lane Ayr

Seconded: Member Dave Hookway-Kopa

**That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward and Member Manuela Gmuer-Hornell.**

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED 7/0CARRIED**

At 10:47 am, Member Frank Owen left the meeting. At 10:52 am, Member Frank Owen returned to the meeting.

### 7.2 EASTERN WARD TREE REMOVALS REQUEST

Agenda item 7.2 document number A3373151, pages 27 - 32 refers.

#### MOTION

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board recommend the Infrastructure Committee:

- a) approve unbudgeted OPEX expenditure of \$60,000+GST for the removal of the Leyland-Cyprus hedge located on the eastern boundary of the Kerikeri Sports Complex and is replaced by appropriate fencing as agreed with the associated private property owners;

**AMENDMENT**

Moved: Member Dave Hookway-Kopa

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board leave the approval of unbudgeted OPEX expenditure of \$60,000+GST for the removal of the Leyland-Cyprus hedge located on the eastern boundary of the Kerikeri Sports Complex and is replaced by appropriate fencing as agreed with the associated private property owners to lie on the table pending further information related to unknown costings and confirmation of boundaries.

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED**

The amendment became the substantive motion.

**RESOLUTION**

Moved: Chairperson Belinda Ward

Seconded: Member Manuela Gmuer-Hornell

**That the Bay of Islands-Whangaroa Community Board leave the approval of unbudgeted OPEX expenditure of \$60,000+GST for the removal of the Leyland-Cyprus hedge located on the eastern boundary of the Kerikeri Sports Complex and is replaced by appropriate fencing as agreed with the associated private property owners to lie on the table pending further information related to unknown costings and confirmation of boundaries.**

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED**

**MOTION**

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Lane Ayr

- b) approve the unbudgeted OPEX expenditure of \$27,000+GST for the removal of the of Eucalyptus Trees along the boundary line walkway behind 121 & Lot 13 Waitotara Drive;
- c) approve the unbudgeted OPEX expenditure of \$10,000+GST for maintenance to the Eucalyptus trees along the Fairy Pools track and reserve posing potential immediate risk.

**CARRIED**

**AMENDMENT**

Moved: Member Dave Hookway-Kopa

Seconded: Member Manuela Gmuer-Hornell

That the Bay of Islands-Whangaroa Community Board recommend the Infrastructure Committee:

- b) approve the removal of the of Eucalyptus Trees along the boundary line walkway behind 121 & Lot 13 Waitotara Drive;
- c) approve the maintenance to the Eucalyptus trees along the Fairy Pools track and reserve posing potential immediate risk.

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED**

The amendment became the substantive motion.

**RESOLUTION**

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Lane Ayr

**That the Bay of Islands-Whangaroa Community Board recommend the Infrastructure Committee:**

- a) **approve the removal of the of Eucalyptus Trees along the boundary line walkway behind 121 & Lot 13 Waitotara Drive;**
- b) **approve the maintenance to the Eucalyptus trees along the Fairy Pools track and reserve posing potential immediate risk.**

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED**

At 11:13 am, Member Manuela Gmuer-Hornell left the meeting. At 11:14 am, Member Manuela Gmuer-Hornell returned to the meeting.

**7.3 TREE REMOVAL RUSSELL TOP 10 HOLIDAY PARK**

Agenda item 7.3 document number A3405617, pages 33 - 37 refers.

**RESOLUTION 2021/87**

Moved: Chairperson Belinda Ward

Seconded: Member Frank Owen

**That the Bay of Islands-Whangaroa Community Board:**

- a) **Approve the removal of several Flame (Coral) trees located in the Russell Top 10 Holiday Park at the cost of the lease holder, subject to the following conditions:**
  - i) **Works are carried out by a professional Arborist company**
  - ii) **Works are to be completed with minimal impact to the surrounding area**
  - iii) **Replacement trees are to be native and low maintenance and community board expresses its preference for Pohutukawa or Titoki.**

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED**

The meeting adjourned from 12:08 to 12:30 pm.

**7.4 WAHAROA PROPOSAL - RUSSELL WATERFRONT/WHARF**

Agenda item 7.4 document number A3379734, pages 38 - 41 refers.

**RESOLUTION 2021/88**

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Frank Owen

**That the Bay of Islands-Whangaroa Community Board:**

- a) **approve the installation of a waharoa (entranceway/gateway) at the entrance to Russell Wharf; and,**  
b) **note the proposed future installation of a second waharoa (entranceway/gateway) at Te Maiki.**

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED**

## **7.5 NEW RESERVE ACT LEASE TO RUSSELL TENNIS CLUB INCORPORATED**

Agenda item 7.5 document number A3379857, pages 42 - 51 refers.

### **RESOLUTION 2021/89**

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Bruce Mills

**That the Bay of Islands - Whangaroa Community Board acting under delegation and pursuant to section 61 Reserves Act 1977 recommend to Council:**

- a) **That a new ground lease be issued to the Russell Tennis Club Incorporated over part of the Local Purpose (community activities) Reserve, for approximately 1,500.0 square metres, being part of Allotment 2A Section 6 Town of Russell held in Record of Title NA61/226, vested in Far North District Council as a local purpose reserve by Section 26A Reserves Act 1977. The terms of the proposed lease shall be:**

**I. Term 33 years – maximum allowed for under the Reserves Act 1977**

**II. Rental \$110 pa – FNDC Fees and Charges Schedule 2021/22 – Community leases**

- b) **With further conditions negotiated and agreed upon by the General Manager Infrastructure and Asset Management and the Russell Tennis Club Incorporated.**

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED**

## **7.6 PERMIT TO OCCUPY PLANTATION RESERVE - TE WAHAPU ROAD POMARE BAY**

Agenda item 7.6 document number A3397598, pages 52 - 58 refers.

### **MOTION**

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Bruce Mills

**That the Bay of Islands -Whangaroa Community Board recommends Council consents to the temporary occupation by Mr G B Holroyd of approximately 1000m<sup>2</sup> of plantation reserve being Pt Wahapu Block adjoining 104 Te Wahapu Road. Subject to the following conditions:**

- i) Maintenance of the accessway to be the responsibility of Mr Holroyd.
- ii) Mr Holroyd accepts all liability for the use of the accessway.
- iii) The consent is to Mr G B Holroyd for the life of the currently formed metal accessway.



- iv) The consent does not sit with land and will not automatically transfer to future landowners.

Foreshadowed amendment : Item is left to lie on the table

#### **AMENDMENT**

Moved: Member Dave Hookway-Kopa

Seconded: Member Manuela Gmuer-Hornell

That the Bay of Islands -Whangaroa Community Board leave Permit to Occupy Plantation Reserve - Te Wahapu Road Pomare Bay to lie on the table until a site visit and additional information are reported back to the board in the form of a report.

In Favour: Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

Abstained: Belinda Ward

**CARRIED**

The amendment became substantive motion.

#### **RESOLUTION 2021/90**

Moved: Chairperson Belinda Ward

Seconded: Member Dave Hooway-Kopa

**That the Bay of Islands -Whangaroa Community Board leave Permit to Occupy Plantation Reserve - Te Wahapu Road Pomare Bay to lie on the table until a site visit and additional information are reported back to the board in the form of a report.**

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED**

### **7.7 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 JULY 2021**

Agenda item 7.7 document number A3345260, pages 59 - 61 refers.

#### **RESOLUTION 2021/91**

Moved: Chairperson Belinda Ward

Seconded: Member Manuwai Wells

**That the Bay of Islands-Whangaroa Community Board receives the report entitled "Statement of the Bay of Islands-Whangaroa Community Board Community Fund account as at 31 July 2021".**

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED**

### **7.8 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 AUGUST 2021**

Agenda item 7.8 document number A3398536, pages 62 - 65 refers.

#### **RESOLUTION 2021/92**

Moved: Chairperson Belinda Ward  
Seconded: Member Bruce Mills

**That the Bay of Islands-Whangaroa Community Board receives the report entitled “Statement of the Bay of Islands-Whangaroa Community Board Community Fund account as at 31 August 2021”.**

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED**

## 7.9 FUNDING APPLICATIONS

Agenda item 7.9 document number A3398711, pages 66 - 107 refers.

### RESOLUTION 2021/93

Moved: Member Manuela Gmuer-Hornell  
Seconded: Member Frank Owen

**That the Bay of Islands-Whangaroa Community Board leaves the application from D’Vine Community Oasis for \$50,000 for the creation of a carpark to lie on the table pending further information.**

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED**

### RESOLUTION 2021/94

Moved: Member Lane Ayr  
Seconded: Member Bruce Mills

**That the Bay of Islands-Whangaroa Community Board rescind resolution 2019/50 – Allocation of the Placemaking fund 2018/2019 – Russell Baptist Church and the funds (\$8,000) be returned to the Community Board Placemaking Account..**

In Favour: Belinda Ward, Lane Ayr, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

Abstained: Manuela Gmuer-Hornell

**CARRIED**

### RESOLUTION 2021/95

Moved: Member Belinda Ward  
Seconded: Member Dave Hookway-Kopa

**That the Bay of Islands-Whangaroa Community Board approves the sum of \$2,397 (plus GST if applicable) be paid from the Board’s Community Fund account to Ngāti Rahiri Māori Komiti for costs towards Te Tii Carols in the Park to meet healthy community outcomes and include sugar free options and free drinking water for attendees.**

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED****RESOLUTION 2021/96**

Moved: Member Bruce Mills

Seconded: Member Manuela Gmuer-Hornell

**That the Bay of Islands-Whangaroa Community Board approves the sum of \$3,000 (plus GST if applicable) be paid from the Board's Community Fund account to Youthline Auckland Charitable Trust for costs towards Youthline services to meet the following Community Outcomes:**

- i) Communities that are healthy, safe, connected and sustainable**
- ii) Proud, vibrant communities**

**In Favour:** Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen and Manuwai Wells

**Against:** Dave Hookway-Kopa

NOTE: Youthline Auckland Charitable Trust presents its application as already well-resourced.

**CARRIED****RESOLUTION 2021/97**

Moved: Member Frank Owen

Seconded: Member Manuwai Wells

**That the Bay of Islands-Whangaroa Community Board confirms their resolution of 3 June 2021 and approves the sum of \$3,077 (plus GST if applicable) be paid from the Board's Community Fund account to Kawakawa Hundertwasser Charitable Trust for costs towards Te Hononga Booking Office project to support the following Community Outcomes:**

- i) Communities that are healthy, safe, connected and sustainable**
- ii) Proud, vibrant communities**

**In Favour:** Belinda Ward, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

**Against:** Lane Ayr

**CARRIED****RESOLUTION 2021/98**

Moved: Member Belinda Ward

Seconded: Member Manuela Gmuer-Hornell

**That the Bay of Islands-Whangaroa Community Board confirm their resolution of 3 June 2021 and approve the sum of \$10,000 (plus GST if applicable) be paid from the Board's Community Fund account to Kawakawa Hundertwasser Charitable Trust with the following conditions:**

- I. Kawakawa Hundertwasser Charitable Trust work with Bay of Islands-Whangaroa Community Board Kawakawa - Moerewa subdivision representative, Kawakawa business association, iwi/hapu representatives and other interested community groups.**
- II. report back to Bay of Islands-Whangaroa Community Board with a project brief including timeline and deliverable commitments before funds are uplifted.**

**In Favour:** Belinda Ward, Manuela Gmuer-Hornell, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

**Against:** Lane Ayr and Bruce Mills

**CARRIED****7.10 PROJECT FUNDING REPORTS**

Agenda item 7.10 document number A3398540, pages 108 - 119 refers.

**RESOLUTION 2021/99**

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Lane Ayr

**That the Bay of Islands-Whangaroa Community Board note the project reports received from:**

- a) Ngati Rahiri Māori Komiti – Carols in the Park 2020**
- b) Resilient Russell Charitable Trust – Go Green Awards**
- c) Whangaroa Museum and Archives Society Inc**

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED****8 INFORMATION REPORTS****8.1 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD ACTION SHEET UPDATE OCTOBER 2021**

Agenda item 8.1 document number A3379209, pages 120 - 126 refers.

**RESOLUTION 2021/100**

Moved: Chairperson Belinda Ward

Seconded: Member Bruce Mills

**That the Bay of Islands-Whangaroa Community Board:**

- a) receive the report Bay of Islands-Whangaroa Community Board Action Sheet Update October 2021,**
- b) request a Tree Maintenance budget added to the Annual Plan,**
- c) request an ongoing monthly report be provided with upcoming contracts and levels of service that affect Bay of Islands-Whangaroa Community Ward.**

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED****9 WHAKAMUTUNGA/CLOSING KARAKIA**

Manuwai Wells closed the meeting with a karakia.

**10 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 2:11 pm.

**The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 11 November 2021.**

.....  
**CHAIRPERSON**

**7.3 COUNCIL ACTION SHEET UPDATE NOVEMBER 2021****File Number:** A3440738**Author:** Marlema Baker, Meetings Administrator**Authoriser:** Aisha Huriwai, Team Leader Democracy Services**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To provide Council with an overview of outstanding Council decisions from 1 January 2020.

**WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY**

- Council staff have reintroduced action sheets as a mechanism to communicate progress against Council decisions and confirm when decisions have been implemented.
- The focus of this paper is on Council decisions.
- Action sheets are also in place for Committees and Community Boards.

**TŪTOHUNGA / RECOMMENDATION**

**That Council receive the report Action Sheet Update November 2021.**

**1) TĀHUHU KŌRERO / BACKGROUND**

The Democracy Services Team have been working on a solution to ensure that elected members can receive regular updates on progress against decisions made at meetings, in alignment with a Chief Executive Officer key performance indicator.

Action sheets have been designed as a way to close the loop and communicate with elected members on the decisions made by way of resolution at formal meetings.

Action sheets are not intended to be public information but will provide updates to elected members, who, when appropriate can report back to their communities and constituents.

Officers recognise that the action sheet format is not yet fully meeting the expectations of the elected members. This is a system generated report over which officers have no current ability to change the format. Discussions are underway with the software provider to assess costs of a customisation option for these reports to make them bespoke to our council requirements.

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

The outstanding tasks are multi-facet projects that take longer to fully complete.

The Democracy Services staff are working with staff to ensure that the project completion times are updated so that action sheets provided to members differentiate between work outstanding and work in progress.

**Take Tūtohunga / Reason for the recommendation**

To provide Council with an overview of outstanding Council decisions from 1 January 2020.

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

There are no financial implications or need for budgetary provision in receiving this report.

**ĀPITI HANGA / ATTACHMENTS**

1. Council Action Sheet Update as at November 2021 - A3446153 [↓](#) 

OUTSTANDING ACTIONS REPORT			
Division: Committee: Officers:		Printed: Friday, 15 October 2021 9:40:22 AM Date From: 1/01/2020 Date To: 15/10/2021	
Council		Council	
Meeting	Title	Resolution	Notes
Council 9/04/2020	Request for funding of development of a supplementary water source for Kaikohe	<b>RESOLUTION 2020/15</b> Moved: Mayor John Carter Seconded: Cr Kelly Stratford That the Council: a) agrees to a budget of \$2,000,000 for a supplementary water supply for Kaikohe in the final Annual Plan for 2020/2021. b) approves the Chief Executive engaging Williamson Water and Land Advisory to provide detailed engineering design and cost estimates to connect the reservoir to the treatment plant in the Wairoro Stream. c) directs that the 10 August 2017 resolution of Council be initiated to investigate and address drought resilience in Kaikohe, and that hapu, community board and communities be involved in the process. <b>CARRIED</b>	<b>15 Feb 2021 4:47pm Huriwai, Aisha - Reallocation</b> Action reassigned to Ackers, Roger by Huriwai, Aisha <b>14 May 2021 4:58pm Huriwai, Aisha - Target Date Revision</b> Target date changed by Huriwai, Aisha from 23 April 2020 to 30 October 2021 - Council though - Long Term Plan deliberations added additional funds to support the MN10 project with Te Tai Tokerau Trust to build better water resilience for Kaikohe. <b>02 Aug 2021 3:33pm Baker, Marlema - Reallocation</b> Action reassigned to Finch, Andy by Baker, Marlema - Requires an update
Council 21/05/2020	Request for Financial Assistance for Kawakawa Community Owned Under Veranda Lighting Scheme	<b>RESOLUTION 2020/25</b> Moved: Cr Kelly Stratford Seconded: Mayor John Carter That Council: a) approve financial contributions of \$6,720 (GST exclusive) each to the Kawakawa Business and Community Association (KBCA) and no more than \$6,500 for the Kaikohe Business Association for expenses related to the Central Business District lighting schemes in those towns, to be funded from the Eastern and Western Amenity Development Levy Funds respectively. b) agree to consultation for a targeted rate be added to the Long-Term Plan for future funding of these schemes. <b>CARRIED</b>	<b>14 May 2021 5:00pm Huriwai, Aisha</b> Funding has been paid to the 2 township associations for the running of the lighting schemes. <b>05 Aug 2021 12:20pm Huriwai, Aisha</b> Advice from finance that this has been paid. The second part to the resolution though for us to consult on a potential targeted rate to cover the cost for future years and this consultation did not occur. Is there a budget for it? Do we expect them to source funding outside of Council? <b>08 Sep 2021 8:43am Gannon, Casey</b> Janice advised there is annual funding allocated for under veranda lighting scheme in Kaikohe and Kawakawa 8 Sept 2021 per the resolution.
Council 21/05/2020	Options for controlling and regulating trade in public places	<b>RESOLUTION 2020/29</b> Moved: Mayor John Carter Seconded: Cr Felicity Foy That Council, under the Local Government Act,	<b>29 Apr 2021 11:38am Thomas, Caitlin</b> now being considered as part of a new road use bylaw - report to strategy and policy committee agenda 4th May 2021



OUTSTANDING ACTIONS REPORT			
Division: Committee: Council Officer:		Printed: Friday, 15 October 2021 9:40:22 AM Date From: 1/01/2020 Date To: 15/10/2021	
Meeting	Title	Resolution	Notes
		a) adopt Option Three – make a new bylaw, as the most appropriate response to addressing the perceived problems associated with trading in public places. b) develop guidelines and education programmes after the adoption of the bylaw. CARRIED	
Council 10/12/2020	Roadside Rubbish and Recycling	<b>RESOLUTION 2020/91</b> Moved: Deputy Mayor Ann Court Seconded: Cr Moko Tepania That Council: a) requests further investigation and analysis of future options for litter control, solid waste monitoring, kerbside collections will be considered in the S17A Service Delivery Review. b) requests a report outlining the findings of the review including future service level enhancements when the review is completed. CARRIED	<b>14 May 2021 5:13pm Huriwai, Aisha</b> A regional approach is being developed for solid waste. Work is being done to develop a governance model to support a regional approach.
Council 8/04/2021	Hihi Wastewater Treatment Plant Capital Works Business Case	<b>RESOLUTION 2021/24</b> Moved: Cr Felicity Foy Seconded: Cr Dave Collard That Council: a) acknowledge the current risk being carried at Hihi Wastewater Treatment Plant. b) direct staff to consult with Iwi and the Hihi community on most sustainable and affordable future focused solution (with consultation to begin by May). c) direct staff to evaluate short term mitigation while the long-term solution is being developed. CARRIED	<b>05 Aug 2021 12:57pm Moore, Mary</b> b) Drop-in session held with community 11 July. Community confirms existing site and wetlands as preferred locations. Concern is cost v connections with clear steer on defining affordability for them. Online survey open for feedback, this closed 31 July. Responses to drop-in session and survey being drafted by project team. Mana whenua have requested independent engagement, and this is being scheduled by project team. Next Project team meeting 6 July. <b>05 Aug 2021 12:59pm Moore, Mary</b> c) Condition assessment has been commissioned but experiencing ongoing delays due to weather.
Council 21/12/2020	Kerikeri CBD Ring Road Acquisition of Strategic Property	<b>RESOLUTION 2020/106</b> Moved: Mayor John Carter Seconded: Cr Rachel Smith That Council:	<b>13 May 2021 9:13am Mitchell, Beverly - Reallocation</b> Action reassigned to Finch, Andy by Mitchell, Beverly - Reassigned to GM-IAMS and roading team with input from planning team.

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Council			
Meeting	Title	Resolution	Notes
		a) confirm its intent to complete the Kerikeri ring road development as identified in the Integrated Transport Strategy. b) authorise the CEO to negotiate and purchase the property at 13 Homestead Road, Kerikeri, as a strategic asset. c) resolve to continue acquiring properties for the future transportation needs of Kerikeri on a case-by-case basis and as they became available for the western route. d) receive an options report to the Infrastructure Committee in March 2021, outlining the next steps of the Strategic Western Route, including LTP considerations, to progress the project. <b>CARRIED</b>	<b>16 Jun 2021 8:52am Finch, Andy</b> A scoping paper for a future report to IC/Council has been agreed with Cllrs Court, Smith, Clendon and Foy. This paper is now being developed with a target date of the last quarter of 2021 calendar year. <b>17 Jun 2021 10:34am Gannon, Casey - Target Date Revision</b> Target date changed by Gannon, Casey from 04 January 2021 to 01 October 2021 - Per Andy report expected to go to Council at last quarter of 2021.
Council 20/05/2021	New Parking and Road Use Bylaws	<b>RESOLUTION 2021/20</b> Moved: Deputy Mayor Ann Court Seconded: Cr Rachel Smith That Council determine, under section 155(1) of the Local Government Act 2002, that two new bylaws regulating parking and road use, made under the Land Transport Act 1998, are the most appropriate way of addressing the problems in the Far North District: i) competition for space in the central business districts. ii) congestion in the central business districts. <b>CARRIED</b>	<b>02 Jul 2021 11:35am Smith, Siân</b> Proposal for new bylaws approved for consultation by Strategy & Policy Committee on 7 September 2021
Council 20/05/2021	Parking Enforcement Services	<b>RESOLUTION 2021/23</b> Moved: Deputy Mayor Ann Court Seconded: Cr Rachel Smith That Council: a) makes application for the delegation to enforce stationary parking offences on State Highway from Waka Kotahi (the New Zealand Transport Agency); and b) commences a trial period of enforcing stationary vehicle Warrants of Fitness and Registration offences across the district. <b>CARRIED</b>	<b>20 Jul 2021 11:22am Deane, Rochelle</b> Parking Trial for WoF and unregistered vehicles began 1 July 2021. In discussion with NZTA regarding receiving delegation in time for the draft bylaw released for public consultation.

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Council 20/05/2021	Review on Erosion Issues for Freese Park	<b>RESOLUTION 2021/28</b> Moved: Cr David Clendon Seconded: Cr Rachel Smith That Council approves: a) the Freese Park Erosion Management Consultation Strategy summarised in this report. b) the proposal to present concept designs 1A, 1B, 2 and 3 during public consultation, as presented in Attachment A. and notes: c) that an extensive investigation has been conducted into the coastal erosion processes at Freese Park. d) that erosion of the foreshore is occurring at a rate of approximately 0.7m/yr. e) a high-level options assessment has led to the selection of 'hold the line' as a preferred solution to the erosion issue. This will involve constructing a rock riprap structure of some description at the existing alignment of the erosion scarp. Advancing the seawall seawards towards the Mean High-Water Springs (MHWS) mark is also possible but is dependent on cost, consenting and public preference. Two options (one option includes two sub-options) have been presented (Attachment A). <b>CARRIED</b>	<b>09 Aug 2021 1:13pm Hammond, Kim</b> The Freese Park public engagement plan was submitted to elected members soon after the presentation at the May Council meeting. Since this time the project team has worked with Sheryl Gavin (Manager Corporate Planning & Community Development) to confirm approach and staff involvement in the engagement process. Engagement collateral has largely been compiled and a date is being arranged for the first hui. Engagement with stakeholders (including local residents) is also about to get underway.
Council 1/07/2021	Subsoil Lease to FNHL - The Strand, Russell	<b>RESOLUTION 2021/50</b> Moved: Cr Mate Radich Seconded: Cr Dave Collard That the Far North District Council: a) grants consent, pursuant to the Local Government Act 1974, to Far North Holdings Limited, for a new lease of the subsoil beneath The Strand, Russell; and that, i) Term: 14 years ii) Annual Rental: \$1.00 plus GST (if any) iii) Expiry Date: 30 June 2035 iv) Renewal: Nil	



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		CARRIED	
Council 1/07/2021	Proposal to Construct an Erosion Protection Structure on Council Owned Reserve, Omapere	<p><b>RESOLUTION 2021/51</b>                      Moved: Cr John Vujcich                      Seconded: Cr Dave Collard                      That Council:</p> <p>a) approves the construction of, and associated occupation with, an erosion protection structure on Far North District Council owned local purpose reserved legally described as Lot 5 DP196729; and</p> <p>b) approval is provided subject to a memorandum of encumbrance being recorded on the titles of Lot 1 DP196729 and Lot 1 DP310507 and that the encumbrance records the agreement that the owners of those properties:</p> <p>i) bear full responsibility for the maintenance, repair, removal of the seawall (if required) during its lifetime, and end of its lifetime.</p> <p>ii) incur cost of the agreement construction and registration against title.</p> <p>iii) notify FNDC of any variation or modification of the erosion protection structure</p> <p>To avoid doubt, approval is given both within Council's capacity as the administering body of the reserve and an affected person within the meaning of Section 95 of the Resource Management Act 1991.</p> <p><b>CARRIED</b></p> <p>Note: need to include climate change and erosion as part of the Reserves and Parks Policy review.</p>	<p><b>02 Aug 2021 11:18am Hammond, Kim - Reallocation</b>                      Action reassigned to Cottle, Kim by Hammond, Kim - Reallocating as Ruben Wylie no longer works at Council.</p> <p><b>02 Aug 2021 11:20am Hammond, Kim - Reallocation</b>                      Action reassigned to Crawford, Jessica by Hammond, Kim - Sorry - reassigning as requested by Kim Cottle</p> <p><b>02 Aug 2021 11:20am Hammond, Kim</b>                      Work is in the early stages post approval by Council in July 2021.</p> <p><b>04 Aug 2021 1:23pm Crawford, Jessica</b>                      FNDC's senior solicitor advises that Corporate Services is still awaiting draft memorandum of Encumbrance for review, from the property owners' lawyer and approval of this Council.</p>
Council 12/08/2021	Notice of Motion - Kaimaumau Road	<p><b>RESOLUTION 2021/58</b>                      Moved: Cr Mate Radich                      Seconded: Mayor John Carter                      That the Far North District Council:</p> <p>a) place speed bumps on the tar seal in the village of Kaimaumau.</p> <p>b) remove all illegal obstacles (road tyres, signs, rocks) obstructing this road immediately.</p>	<p><b>06 Sep 2021 9:27am Baker, Marlema - Reallocation</b>                      Action reassigned to Goes, Aram by Baker, Marlema - This item was referred to Aram Goes (NTA) and overseen by IAMs GM Andy Finch.</p> <p><b>15 Sep 2021 12:38pm Hammond, Kim</b></p>

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		c) agree that traffic calming measures on the metal portion of Kaimaumau Road, along with sealing of the short section of road to the Kaimaumau toilets, be initiated and d) approve an unbudgetted figure of \$50k towards this project. <b>CARRIED</b>	Staff are putting together a list of stakeholders and contact details. Once this list has been completed then community engagement will start to take place with the completion date being January 2022.
Council 12/08/2021	Koutu Mangeroa Picnic Area Encroachment	<b>RESOLUTION 2021/63</b> Moved: Mayor John Carter Seconded: Cr Rachel Smith That Council a) refer this back to the Kaikohe-Hokianga Community Board for consideration. b) agree that a final report be presented to Council no later than December 2021. <b>CARRIED</b>	<b>06 October 2021 12:38pm Baker, Marlema</b> This report was presented to the KHCB 6 October 2021. A final report will be brought to the December Council meeting.
Council 12/08/2021	Pou Herenga Tai Twin Coast Cycle Trail Bylaw Review	<b>RESOLUTION 2021/65</b> Moved: Cr John Vujcich Seconded: Cr Rachel Smith That Council: a) agree, under section 155(1) of the Local Government Act 2002, that a Bylaw is the most appropriate way of addressing problems related to the Pou Herenga Tai - Twin Coast Cycle Trail. b) agree, under section 155(2) of the Local Government Act 2002, that the current Pou Herenga Tai - Twin Coast Cycle Trail Bylaw is not the most appropriate form because: i) it is not consistent with relevant laws and legislation ii) it is not certain. c) agree, the Pou Herenga Tai - Twin Coast Cycle Trail Bylaw be continued with amendment to: i) ensure consistency with relevant laws and legislation ii) improve certainty	<b>03 Sep 2021 9:20am Macken, Briar</b> Drafting of amendments underway

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		<p>d) note, that under section 155(2) of the Local Government Act 2002, a full analysis of any implications regarding the Pou Herenga Tai - Twin Coast Cycle Trail Bylaw under the New Zealand Bill of Rights Act 1990 cannot be completed until the amendments to the bylaw have been written.</p> <p>e) agree that a draft policy for the Pou Herenga Tai Twin Cost Cycle Trail Bylaw be presented to the Strategy and Policy Committee in the first quarter of 2022 prior to consultation.</p> <p style="text-align: right;"><b>CARRIED</b></p>	
Council 23/09/2021	Housing for the Elderly, Oxford Street, Kaitiaia	<p><b>RESOLUTION 2021/57</b>                      Moved: Cr Felicity Foy                      Seconded: Cr Dave Collard                      That Council:</p> <p>a) approves Option 2 to demolish the units at Lot 25, DP13820 – Oxford Street, Kaitiaia due to structural deficiencies which make these units unsafe for habitation.</p> <p>b) approves an Operational budget of \$60,000 for the demolition of the units at Lot 25, DP13820 – Oxford Street, Kaitiaia and;</p> <p>c) leaves the site vacant pending future work on divestment of the Housing for the Elderly portfolio</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>Note: Staff would look at future options for the Oxford Street property, additional to the context of the housing for the elderly rationalisation project by Far North District Council.</p>	
Council 23/09/2021	Exemption to be Granted - Section 7 of the Local Government Act 2002 - Council Controlled Organisations	<p><b>RESOLUTION 2021/58</b>                      Moved: Mayor John Carter                      Seconded: Cr Moko Tepania                      That Council grant the following exemptions under Section 7 of the Local Government Act 2002:</p> <p>a) Roland's Wood Trust is exempt under Section 7(3)-(5) of the Local Government Act 2002 on the grounds that the Trust is considered to be "a small organisation";</p>	

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		b) Te Ahu Charitable Trust is exempt under Section 7(3)-(5) of the Local Government Act 2002 on the grounds that the Trust is considered to be "a small organisation"; c) Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust is exempt under Section 7(3)-(5) of the Local Government Act 2002 on the grounds that the Trust is considered to be "a small organisation; d) where the Trust Deeds requires financial statements to be prepared and an auditor appointed, the organisations are not exempted from these requirements and audited accounts must be presented to Council within six (6) months of the organisation's balance date.	
CARRIED			





**8 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDE**

D

**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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>8.1 - Confirmation of Previous Minutes - Public Excluded</b>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</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>	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
<b>8.2 - Committee Public Excluded Recommendations and Resolutions - October 2021</b>	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>8.3 - Extension of Solid Waste and Waste Minimisation Education Contracts</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or	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

	<p>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>of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>8.4 - Infrastructure Acceleration Funding Update and Next Steps</b></p>	<p>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 subject of the information</p> <p>s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</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)(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>
<p><b>8.5 - Kaitaia Warehouse Building - Renovation and Leasing</b></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>
<p><b>8.6 - Coopers Beach Youth Camp - Remission Request</b></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>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>
<p><b>8.7 - 8A Matthews Ave - Property for Sale</b></p>	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would</p>

	<p>making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(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>be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<b>8.8 - Section 5 &amp; 6 Kohukohu Road, Kohukohu - Property for Sale</b>	<p>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 subject of the information</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>
<b>8.9 - 68 Ngawha Springs Road - Property for Sale</b>	<p>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 subject of the information</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>

**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**10 TE KAPINGA HUI / MEETING CLOSE**