

Whangarei District Council Meeting

Agenda

Date: Thursday, 27 February, 2025

Time: 9:00 am

Location: Civic Centre, Te Iwitahi, 9 Rust Avenue

Elected Members: His Worship the Mayor Vince Cocurullo
Cr Gavin Benney
Cr Nicholas Connop
Cr Ken Couper
Cr Jayne Golightly
Cr Phil Halse
Cr Deborah Harding
Cr Patrick Holmes
Cr Scott McKenzie
Cr Marie Olsen
Cr Carol Peters
Cr Simon Reid
Cr Phoenix Ruka
Cr Paul Yovich

For any queries regarding this meeting please contact the Whangarei District Council on (09) 430-4200.

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- 8.1 Confidential Minutes Whangarei District Council Meeting held on 12 December 2024
- 8.2 Decision made under delegation during the 2024-2025 Christmas recess period – Legal proceedings
- 8.3 Appointment of a Council Trustee on Whangarei Art Trust Board
- 8.4 Property Purchase
- 8.5 Knowledge Precinct Project Steering Board – Monthly Report
- 8.6 CCTO Update -February 2025

9. Closure of Meeting / Te katinga o te Hui

Recommendations contained in the Council agenda may not be the final decision of Council.

Please refer to Council minutes for final resolution.

4. Public Forum – February 2025

Meeting: Whangarei District Council
Date of meeting: 27 February 2024
Reporting officer: Danielle Garner (Democracy Adviser)

1 Purpose / Te Kaupapa

To afford members of the community an opportunity to speak to Council and to report on matters raised at public forums where appropriate.

2 Summary

Standing Orders allow for a period of up to 30 minutes to be set aside for a public forum at the commencement of each monthly council meeting.

The time allowed for each speaker is 5 minutes.

Members of the public who wish to participate should send a written application, setting out the subject matter and the names of the speakers, to the Chief Executive at least 2 clear working days before the day of the meeting.

Speakers

Speaker	Topic
Nate Boaz	Request for parkour park in Whangarei
Isopo Samu	Charter school in Onerahi
Brett and Jacqui Piskulic	Opposition to weed spraying business operations
Robin Lieffering	To urge Council to support Federated Farmers proposal to Government to make changes to current policies affecting councils funding issues to shift more funding to councils.

Whangarei District Council Meeting Minutes

Date: Thursday, 12 December, 2024
Time: 9:00 a.m.
Location: Civic Centre, Te Iwitahi, 9 Rust Avenue

In Attendance

His Worship the Mayor Vince Cocurullo
 Cr Gavin Benney
 Cr Nicholas Connop
 Cr Ken Couper
 Cr Jayne Golightly
 Cr Phil Halse
 Cr Deborah Harding
 Cr Patrick Holmes
 Cr Scott McKenzie
 Cr Marie Olsen
 Cr Carol Peters (Teams)
 Cr Simon Reid

Not in Attendance

Cr Phoenix Ruka
 Cr Paul Yovich

Scribe

D Garner (Democracy Adviser)

Administrative matters

- Meeting livestreamed
- Supplementary report
 - Item 7.12 Adoption of the 2023-24 Summary Annual Report

1. Karakia/Prayer

His Worship the Mayor opened with a prayer.

2. Declarations of Interest / Take Whaipānga

Item 7.5 Statements of Expectations for Council Controlled Organisations 2025

Item 7.7 Regional Deals - Steps to respond to the government's invitation

Item 9.2 WAT Rent Concession

3. Apologies / Kore Tae Mai

Cr's Phoenix Ruka and Paul Yovich.

Moved By Cr Deborah Harding

Seconded By Cr Patrick Holmes

That the apologies be sustained.

Carried

4. Public Forum / Huihuinga-a-tangata

There were no speakers at public forum.

5. Police Report

5.1 Police Report - December 2024

That Council note the report on Police activities.

Moved By Cr Simon Reid

Seconded By Cr Scott McKenzie

That Council note the report on Police activities.

Carried

6. Confirmation of Minutes of Previous Meeting of the Whangarei District Council / Whakatau Meneti

6.1 Minutes Whangarei District Council Meeting held 28 November 2024

Moved By Cr Carol Peters

Seconded By Cr Marie Olsen

That the minutes of the Whangarei District Council meeting held Thursday 28 November 2024, having been circulated, be taken as read and now confirmed and adopted as a true and correct record of proceedings of that meeting.

Carried

7. Decision Reports / Whakatau Rīpoata

7.1 Alcohol Control Bylaw - Final decision

Moved By Cr Gavin Benney

Seconded By Cr Scott McKenzie

That Council:

1. Determines that the draft amended Alcohol Control Bylaw provided in Attachment 1—
 - a. is the most appropriate form of the Bylaw; and
 - b. gives rise to some implications under the New Zealand Bill of Rights Act 1990, but is not inconsistent with it.
2. Amends the Alcohol Control Bylaw, as provided in Attachment 1, with effect from 19 December 2024;
3. Determines that in each of the Alcohol Ban Areas included in Attachment 2—
 - a. the area has experienced a high level of crime or disorder that can be shown to have been caused or made worse by alcohol consumed there;
 - b. the ban is appropriate and proportionate in the light of that crime or disorder; and
 - c. the ban can be justified as a reasonable limitation on people's rights and freedoms.
4. Determines that in each of the Alcohol Ban Areas included in Attachment 3, the level of alcohol induced crime or disorder experienced before the ban was in place is likely to return to the area if the ban does not continue;
5. Amends the register of Alcohol Control Areas and renames it Register of Alcohol Bans, as provided in Attachment 4, with effect from 19 December 2024;
6. Delegates to the Chief Executive all its responsibilities, duties and powers under the Alcohol Control Bylaw, except—
 - a. the power to set fees;
 - b. the power to make a decision for which a Council resolution is required;
 - c. the power to hear and decide on any appeal process;
7. Authorises the Chief Executive to make any minor edits or amendments to the Alcohol Control Bylaw and the Alcohol Ban Areas to correct any spelling or typographical errors and/or to reflect decisions made by Council at this meeting;
8. Commits to undertaking consultation with the following specific areas by 31 March 2025, for a subsequent Council decision:
 - Bland Bay

- Whangaruru South
- Teal Bay
- Whananaki
- Tutukaka Coast

9. Notes that additional resourcing may be required to achieve the performance measure of the Strategy function for financial year 2024-25 under Council's Long Term Plan.

Carried

7.2 Council Funding for Storm Damage Repair Costs 2024-26

Moved By Cr Simon Reid

Seconded By Cr Nicholas Connop

That the Council:

1. Receives the report on the Storm Damage Repairs Costs for 2024-27,
2. Approves the provision of up to \$2,628,378 of unbudgeted spend for the Council share of Storm Damage Repair costs for 2024-27 as detailed in this agenda item.

Carried

7.3 Council Subsidised Roding Programme 2024-27

Moved By Cr Simon Reid

Seconded By Cr Carol Peters

That the Council:

1. Receives the report on the reduced subsidy funding from NZTA for the 2024-27 Roding Program.
2. Approves the revised Roding Budget for the subsidised Roding Program for 2024-25 as detailed in this agenda.
3. Notes that approval for budget allocations for the remaining two years of the LTP will be confirmed through the Annual Plan process.

Carried

7.4 Project Lifecycle Management - Approval of Delegations

Moved By Cr Carol Peters

Seconded By Cr Phil Halse

That the Council:

1. Delegates to General Manager roles the ability to approve project budget reallocations as follows:
 - a. To approve the allocation of a budget for a programme of work to a lower level Project Number.
 - b. To approve the reallocation of a project budget to a different project within the same LTP programme.
 - c. To approve the reallocation of a project or programme budget to a different project/programme within the same LTP Activity.
 - d. To approve bringing budgets forward across years 1, 2 and 3 of the Long Term Plan for a defined project or programme of work.
2. Council notes that the resulting delegations will be incorporated into Council's delegations register for General Manager roles.
3. Council notes that budget reallocation requests will be subject to a review process to ensure appropriateness and accuracy.
4. Council notes that budget transfers will be reported to the Finance Committee.

Carried

7.5 Statements of Expectations for Council Controlled Organisations 2025

Moved By Cr Simon Reid

Seconded By Cr Carol Peters

That the Council:

1. Approves the Statements of Expectation for 2025-2026.

Carried

Declaration of Interest:

Cr Ken Couper declared an interest as Council appointed representative to the Whangarei Art Trust Board.

7.6 Progression of the Northland Multi-Agency Coordination Centre (MACC)

Moved By His Worship the Mayor
Seconded By Cr Nicholas Connop

That the Council:

1. Receive the report 'Progression of the Northland Multi-Agency Emergency Coordination Centre (MACC)'.
2. Approve the Chief Executive to enter into a Heads of Agreement and associated costs with the Kaipara and Far North District Council's and the Northland Regional Council for the Northland Multi-Agency Coordination Centre (the Agreement), subject to the Chief Executive being satisfied that:
 - a. Council has complied with all statutory, regulatory (and policy) obligations that relate to the Agreement; and
 - b. The Agreement includes any conditions deemed to be reasonable and appropriate in the view of the Chief Executive having taken legal or other professional advice, if required.
3. Acknowledge the \$933,000 be transferred to the Northland Regional Council project budget as per the Agreement through a planned schedule of payments at key milestones.
4. Acknowledge that by entering into a Heads of Agreement and subsequent lease agreements, Council is committing to provide unbudgeted funding including potential further funding investment to complete the project, ongoing operational costs and future capital renewals. All future Council contributions will be treated as opex and would need to be incorporated into future budget and funding decisions.

Carried

7.7 Regional Deals - Steps to respond to the government's invitation

Moved By His Worship the Mayor
Seconded By Cr Phil Halse

That the Council:

1. Endorse the preparation of a Regional Deal proposal for submission to central government.
2. Agree to collaborate with the other three local authorities as a single "region" for the purpose of the Regional Deal.

3. Approve Northland Inc Limited as the lead organisation responsible for coordinating the development of the Regional Deal proposal, with support from all four councils.
4. Approve the Joint Regional Economic Development Committee as the governance entity overseeing the development of the proposal, subject to amending its terms of reference as outlined in Attachment 4 of this agenda item.
5. That council endorse the Chair of the Northland Mayoral Forum as the regional spokesperson of the Regional Deal initiative.
6. Approves an Expression of Interest being submitted on behalf of Northland Local Authorities (by 18 December 2024), following review by the Chief Executive.
7. That council note that similar recommendations are being presented to FNDC, KDC, and NRC at their December 2024 meetings to ensure regional alignment and collaboration.

Amendment

The amendment was taken in parts.

Moved By Cr Carol Peters

Seconded By Cr Patrick Holmes

That the Council:

1. Endorse the preparation of a Regional Deal proposal for submission to central government.
2. Agree to collaborate with the other three local authorities as a single “region” for the purpose of the Regional Deal.
3. Approve Northland Inc Limited as the lead organisation responsible for coordinating the development of the Regional Deal proposal, with support from all four councils.
4. Approve the Joint Regional Economic Development Committee as the governance entity overseeing the development of the proposal, subject to amending its terms of reference as outlined in Attachment 4 of this agenda item.
6. Approves an Expression of Interest being submitted on behalf of Northland Local Authorities (by 18 December 2024), following review by the Chief Executive.
7. That council note that similar recommendations are being presented to FNDC, KDC, and NRC at their December 2024 meetings to ensure regional alignment and collaboration.

Carried

That the Council:

5. That Council endorse the Chair of the Joint Regional Economic Development Committee as the regional spokesperson of the Regional Deal initiative.

On the motion being put Cr Phil Halse called for a division:

	For	Against	Abstain
His Worship the Mayor		X	
Cr Gavin Benney		X	
Cr Nicholas Connop		X	
Cr Ken Couper	X		
Cr Jayne Golightly	X		
Cr Phil Halse		X	
Cr Deborah Harding	X		
Cr Patrick Holmes	X		
Cr Scott McKenzie	X		
Cr Marie Olsen			X
Cr Carol Peters	X		
Cr Simon Reid		X	
Results	6	5	1

**The amendment was Carried (6 to 5)
and subsequently Carried
as the substantive Motion**

Declaration of Interest:

His Worship the Mayor, Cr Phil Halse and Cr Carol Peters declared interests as Council appointed representatives (Cr Carol Peters as stand-in) to the Joint Regional Economic Development Committee.

7.8 Local Water Done Well Update – Consultation and Northland CCO

Moved By His Worship the Mayor

Seconded By Cr Simon Reid

That the Whangarei District Council:

1. Notes the report;
2. Notes information regarding the Local Government (Water Services Preliminary Arrangements) Bill, and the key principles of Local Water Done Well;

3. Supports Council investigating, with other Northland councils, the option of a Northland Waters Council Controlled Organisation (CCO) to meet the requirements of Local Water Done Well;
4. Supports regional collaboration with this initiative through the Mayoral Forum, with regular reporting to Council;
5. Supports completion of the investigations and identification of the preferred options for consultation in time for consultation to occur in conjunction with the 2025/26 Annual Plan;
6. Supports the use of Department of Internal Affairs staff to assist with completing a high level analysis of a Northland 3 waters CCO;
7. Supports the use of consultants to provide a more detailed analysis suitable for consulting with the community.
8. Notes that significant engagement and collaboration will be necessary by all the participating Northland Councils (WDC, FNDC and KDC) for a Northland 3 waters CCO option to be fully explored.
9. Notes that the Whangarei District Council's current options, being modelled for consultation, are:
 - In-house business unit
 - Regional Northland Waters CCO.
10. Notes that if a Northland Waters CCO is not agreed or achievable, the second option for consultation will be a Whangarei Only CCO.

Amendment

Moved By Cr Scott McKenzie

Seconded By Cr Patrick Holmes

That the Council:

1. Notes the report;
2. Notes information regarding the Local Government (Water Services Preliminary Arrangements) Bill, and the key principles of Local Water Done Well;
3. That WDC seeks written confirmation that Auckland Council decline to collaborate with WDC, to explore an Auckland/Northland Regional CCO option for Local Waters Done

Well, and have offered contracted services only to Northland Councils.

4. Supports Council investigating, with other Northland councils, the option of a Northland Waters Council Controlled Organisation (CCO) to meet the requirements of Local Water Done Well;
5. Supports regional collaboration with this initiative through the Mayoral Forum, with regular reporting to Council;
6. Supports completion of the investigations and identification of the preferred options for consultation in time for consultation to occur in conjunction with the 2025/26 Annual Plan;
7. Supports the use of Department of Internal Affairs staff to assist with completing a high level analysis of a Northland 3 waters CCO;
8. Supports the use of consultants to provide a more detailed analysis suitable for consulting with the community.
9. Notes that significant engagement and collaboration will be necessary by all the participating Northland Councils (WDC, FNDC and KDC) for a Northland 3 waters CCO option to be fully explored.
10. Notes that the Whangarei District Council's current options, being modelled for consultation, are:
 - In-house business unit
 - Regional Northland Waters CCO.
11. Notes that if a Northland Waters CCO is not agreed or achievable, the second option for consultation will be a Whangarei Only CCO.

**The amendment was Carried
and subsequently Carried
as the substantive Motion**

A short break was taken from 11:07am to 11:13am.

Cr Carol Peters left at 11:12am during the break.

7.9 Whangarei to Port Rail Political Advisory Group

Moved By Cr Phil Halse

Seconded By Cr Ken Couper

That the Council:

1. Approves the extension of the Whangarei to Port Rail Political Advisory Group to include an elected representative from Northland Regional Council.

Amendment

Moved By Cr Simon Reid

Seconded By Cr Marie Olsen

That the Council:

1. Approves the extension of the Whangarei to Port Rail Political Advisory Group to include the Chairperson (or their alternate) of the Northland Regional Council.

**The amendment was Carried
and subsequently Carried
as the substantive Motion**

7.10 Temporary Road Closure - Taste Whangarei March 2025

Moved By Cr Simon Reid

Seconded By Cr Deborah Harding

That the Council:

1. Approves the proposal to temporarily close the following roads to ordinary traffic for the Taste Whangarei – A Multicultural Food Fair event on the following date in accordance with the Transport (Vehicular Traffic Road Closure) Regulations 1965.

Thursday 20th March 2025

Cameron Street, from corner of John Street and Cameron Street to James Street.

James Street, from Cameron Street to Robert Street.

Period of Closure: 2pm to 10pm

2. Approves the proposal to temporarily close the side roads off the roads to be closed for up to 100 metres from the intersection for safety purposes.
3. Delegates to the Chair of the Infrastructure Committee and General Manager Infrastructure the power to give public notice

of these proposed temporary closures, to consider any objections and to either approve, cancel or amend any or all of the temporary road closures if applicable.

Carried

7.11 Decision making over the Christmas recess period 2024 -2025

Moved By Cr Ken Couper

Seconded By Cr Nicholas Connop

That Council:

1. Delegates the power to make urgent decisions on behalf of Council or its Committees between the last scheduled meetings in December 2024 and the first meeting of Council or its Committees in 2025 (the 2024-25 Christmas recess period) to:
 - any two of either the Mayor or Deputy Mayor, and the Chairperson of either the Finance, Infrastructure, Strategy Planning and Development, Community Development, or Te Kārearea Strategic Partnership Standing Committees
2. In the event the Mayor and Deputy Mayor are both absent from Council at the same time, delegates the power to make urgent decisions on behalf of Council or its Committees over the 2024-25 Christmas recess period to:
 - Any two Chairpersons of either the Finance, Infrastructure, Strategy Planning and Development, Community Development, or Te Karearea Strategic Partnership Standing Committees.
3. Approve the increase of the Chief Executive's financial authority to \$10million (excluding GST), for the period between the last scheduled Council meeting in December 2024 and the first meeting of Council or other relevant Committees in 2025. Any contracts over the Chief Executive's usual delegated authority (\$3.5million GST excl), be in written consultation with one of the following : Chair of the Infrastructure Committee or the Mayor.
4. Notes that if it is considered necessary, an extraordinary meeting of Council will be called during the 2024-25 Christmas recess period.
5. Notes that if the urgent decision-making process is exercised, the instances will be reported to the first Council or relevant Committee meeting in 2025.

6. Designates Councillor Nicholas Connop the authority under section 25(5) of the Civil Defence Emergency Management Act 2002 to declare a state of local emergency in the event the Mayor is unavailable over the 2024-25 Christmas recess period.

Carried

Extra ordinary business

Subsequent to the agenda being circulated Item 7.12 Adoption of the 2023-24 Summary Annual Report was distributed separately but not within the timeframe specified in LGOIMA.

The report was not included in the agenda for the reason that the attachment 2023-24 Summary Annual Report was not finalised at the time of the agenda closure.

Council are asked to consider this matter at today's meeting to enable the adoption of the 2023-24 Summary Annual Report.

Moved By His Worship the Mayor

Seconded By Cr Nicholas Connop

That Council consider Item 7.12 Adoption of the 2023-24 Summary Annual Report at today's meeting.

Carried

7.12 Adoption of the 2023-24 Summary Annual Report

Moved By His Worship the Mayor

Seconded By Cr Patrick Holmes

That the Council:

1. Receives the independent Auditor's Report for the Summary Annual Report.
2. Adopts the Summary Annual Report for the year ended 30 June 2024.
3. Authorises the Chief Executive to make any minor editing amendments that are required.

Carried

8. Public Excluded Business / Rāhui Tangata

Moved By His Worship the Mayor

Seconded By Cr Patrick Holmes

That the public be excluded from the following parts of proceedings of this meeting. The general subject 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(1) 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(1) for passing this resolution
1.1	Confidential Minutes Whangarei District Council 28 November 2024	Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
1.2	WAT Rent Concession		
1.3	Maungatapere Property Investigation		
1.4	Development opportunity SH14		
1.5	Waipu - Development Plan		

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public, are as follows:

Item	Grounds	Section
1.1	For reasons stated in the open minutes	
1.2	To enable Council to carry on without prejudice or disadvantage commercial activities. To enable Council to carry on without prejudice or disadvantage negotiations (including commercial and industrial negotiations).	Section 7(2)(h) Section 7(2)(i)
1.3	To enable Council to carry on without prejudice or disadvantage commercial activities. To enable Council to carry on without prejudice or disadvantage negotiations (including commercial and industrial negotiations).	Section 7(2)(h) Section 7(2)(i)

1.4	<p>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 it the subject of the information.</p> <p>To enable Council to carry on without prejudice or disadvantage negotiations (including commercial and industrial negotiations).</p>	<p>Section 7(2)(b)(ii)</p> <p>Section 7(2)(i)</p>

Carried

9. Closure of Meeting / Te katinga o te Hui

His Worship the Mayor concluded the meeting at 12.09pm with a prayer.

Confirmed this 27th day of February 2025

His Worship the Mayor Vince Cocurullo (Chairperson)

Extraordinary Whangarei District Council Meeting Minutes

Date: Wednesday, 18 December, 2024
Time: 10:00 a.m.
Location: Civic Centre, Te Iwitahi, 9 Rust Avenue

In Attendance

His Worship the Mayor Vince Cocurullo
 Cr Gavin Benney
 Cr Nicholas Connop
 Cr Ken Couper
 Cr Jayne Golightly
 Cr Phil Halse
 Cr Deborah Harding
 Cr Patrick Holmes
 Cr Scott McKenzie
 Cr Marie Olsen
 Cr Carol Peters
 Cr Simon Reid
 Cr Phoenix Ruka
 Cr Paul Yovich

Scribe

N. Pestana (Team Leader, Democracy)

Administrative matters

- Meeting livestreamed
- Members of the public/press recording
- Supplementary Report - Item 4.1.1

1. Karakia/Prayer

His Worship the Mayor opened the meeting with a prayer.

2. Declarations of Interest / Take Whaipānga

No interests were declared.

3. Apologies / Kore Tae Mai

There were no apologies.

Extra ordinary business

Subsequent to the agenda being circulated Item 4.1.1 Fluoridation Update – Additional Information was distributed separately but not within the timeframe specified in LGOIMA. Therefore, a resolution of Council is required.

The report has been included to provide additional information to Item 4.1 Fluoride Update.

Council is asked to consider this matter at today's meeting to further inform the discussion.

Moved By Cr Nicholas Connop

Seconded By Cr Scott McKenzie

That Council consider Item 4.1.1 Fluoridation Update – Additional Information

On the motion being put Cr Halse called for a division:

	For	Against	Abstain
His Worship the Mayor		X	
Cr Gavin Benney		X	
Cr Nicholas Connop	X		
Cr Ken Couper	X		
Cr Jayne Golightly		X	
Cr Phil Halse		X	
Cr Deborah Harding	X		
Cr Patrick Holmes	X		
Cr Scott McKenzie	X		
Cr Marie Olsen		X	
Cr Carol Peters	X		
Cr Simon Reid		X	
Cr Phoenix Ruka	X		
Cr Paul Yovich	X		
Results	8	6	0

The Motion was Carried (8 to 6)

4.1.1 Fluoridation Update – Additional Information

Moved By Cr Nicholas Connop

Seconded By Cr Scott McKenzie

That the Council notes the additional information provided.

Carried

4. Decision Reports / Whakatau Rīpoata

4.1 Fluoridation Update

Moved By Cr Gavin Benney

Seconded By His Worship the Mayor

That the Council:

1. Notes the continuation of community water fluoridation direction from the Director-General of Health (Attachment 1) dated 3 December 2024.
2. Notes the information provided with the Director-Generals continuation of community water fluoridation direction including the full Bill of Rights assessment and new information review (contained in Attachments 2-7 of this Agenda item) including the correspondence from New Health NZ dated 16 September 2024 which directly contradicts most of the assumptions made by the Ministry of Health.
3. Notes the 6 December 2024 letter from the Director-General of Health in response to notification of the Council resolution dated 28 November 2024.
4. Instructs the Whangarei Mayor and Chief Executive to write to the Ministry of Health, Minister of Health and Northland members of parliament advising them of this resolution and requesting an extension of the Director-Generals directive until the New Health NZ judicial review against the Director-General is finally decided.
5. That extension is sought on the grounds that there are serious conflicting views of the safety and effectiveness of community water fluoridation.
6. Further notes that Whangarei has never fluoridated their water supply and the last referendum in 2002 was clearly against fluoridation of our water supplies.
7. Alongside that letter, if an extension is not granted by the Director-General, Council seek an urgent interim injunction staying the Director-Generals directive until the New Health NZ judicial review against the Director-General is finally decided.

8. Instruct legal counsel prior to filing the proceedings to seek agreement from the Governor General to stay the directive without the need to file the injunction.
9. The injunction would be sought on the grounds that the potential harm from fluoridation makes it unlawful for the Council to implement it pursuant to section 23 of the Health Act 1956 and that on the balance of convenience the risk of harm far outweighs any minimal possible benefit to oral health.
10. Appoints Councillor Gavin Benney on a working party with the Whangarei Mayor and Chief Executive to select and brief a law firm in relation to the injunction.

Amendment

Moved By Cr Nicholas Connop

Seconded By Cr Patrick Holmes

That the Council:

1. Notes the continuation of community water fluoridation direction from the Director-General of Health (Attachment 1) dated 3 December 2024.
2. Notes the information provided with the Director-General's continuation of community water fluoridation direction including the full Bill of Rights assessment and new information review (contained in Attachments 2-7 of this Agenda item).
3. Notes the 9 December 2024 letter from the Director-General of Health in response to notification of the Council resolution dated 28 November 2024; and
4. Revokes point 1 of the resolution dated 28 November 2024 that states: *“Resolves to not add fluoride to the Whangarei District’s water supplies as required by the directive from the Ministry of Health (MOH)”*.

Procedural Motion

Moved By Cr Simon Reid

Seconded By Cr Paul Yovich

That the amendment now be put.

On the procedural motion being put Cr Connop called for a division:

For

Against

Abstain

His Worship the Mayor		X	
Cr Gavin Benney	X		
Cr Nicholas Connop	X		
Cr Ken Couper		X	
Cr Jayne Golightly	X		
Cr Phil Halse	X		
Cr Deborah Harding	X		
Cr Patrick Holmes	X		
Cr Scott McKenzie		X	
Cr Marie Olsen	X		
Cr Carol Peters	X		
Cr Simon Reid	X		
Cr Phoenix Ruka	X		
Cr Paul Yovich	X		
Results	11	3	0

The Procedural Motion was Carried (11 to 3)

On the amendment being put Cr Connop called for a division:

	For	Against	Abstain
His Worship the Mayor		X	
Cr Gavin Benney		X	
Cr Nicholas Connop	X		
Cr Ken Couper	X		
Cr Jayne Golightly		X	
Cr Phil Halse		X	
Cr Deborah Harding	X		
Cr Patrick Holmes	X		
Cr Scott McKenzie	X		
Cr Marie Olsen		X	
Cr Carol Peters	X		
Cr Simon Reid		X	
Cr Phoenix Ruka		X	
Cr Paul Yovich	X		
Results	7	7	0

The Amendment was Tied (7 to 7)

His Worship the Mayor did not exercise his casting vote.

The meeting adjourned at 11.04am and reconvened at 11.14am.

Further Amendment

Moved By Cr Scott McKenzie

Seconded By Cr Phoenix Ruka

That the Council:

1. Notes the continuation of community water fluoridation direction from the Director-General of Health (Attachment 1) dated 3 December 2024.
2. Notes the information provided with the Director-Generals continuation of community water fluoridation direction including the full Bill of Rights assessment and new information review (contained in Attachments 2-7 of this Agenda item) including the correspondence from New Health NZ dated 16 September 2024 which directly contradicts most of the assumptions made by the Ministry of Health.
3. Notes the 6 December 2024 letter from the Director-General of Health in response to notification of the Council resolution dated 28 November 2024.
4. Instructs the Whangarei Mayor and Chief Executive to write to the Ministry of Health, Minister of Health and Northland members of parliament advising them of this resolution and requesting an extension of the Director-Generals directive until the New Health NZ judicial review against the Director-General is finally decided.
5. That extension is sought on the grounds that there are serious conflicting views of the safety and effectiveness of community water fluoridation.
6. Further notes that Whangarei has never fluoridated their water supply and the last referendum in 2002 was clearly against fluoridation of our water supplies.
7. Alongside that letter, if an extension is not granted by the Director-General, Council seek an urgent interim injunction staying the Director-Generals directive until the New Health NZ judicial review against the Director-General is finally decided.

8. Instruct legal counsel prior to filing the proceedings to seek agreement from the Governor General to stay the directive without the need to file the injunction.
9. The injunction would be sought on the grounds that the potential harm from fluoridation makes it unlawful for the Council to implement it pursuant to section 23 of the Health Act 1956 and that on the balance of convenience the risk of harm far outweighs any minimal possible benefit to oral health.
10. Appoints Councillor Gavin Benney on a working party with the Whangarei Mayor and Chief Executive to select and brief a law firm in relation to the injunction.
11. Revokes point 1 of the resolution dated 28 November 2024 that states: *“Resolves to not add fluoride to the Whangarei District’s water supplies as required by the directive from the Ministry of Health (MOH)”*.

On the amendment being put Cr McKenzie called for a division:

	For	Against	Abstain
His Worship the Mayor		X	
Cr Gavin Benney		X	
Cr Nicholas Connop		X	
Cr Ken Couper	X		
Cr Jayne Golightly		X	
Cr Phil Halse		X	
Cr Deborah Harding			X
Cr Patrick Holmes	X		
Cr Scott McKenzie	X		
Cr Marie Olsen		X	
Cr Carol Peters	X		
Cr Simon Reid		X	
Cr Phoenix Ruka	X		
Cr Paul Yovich		X	
Results	5	8	1

The Amendment was Lost (8 to 5)

On the motion being put Cr Holmes called for a division:

	For	Against	Abstain
His Worship the Mayor	X		
Cr Gavin Benney	X		
Cr Nicholas Connop		X	
Cr Ken Couper		X	
Cr Jayne Golightly	X		
Cr Phil Halse	X		
Cr Deborah Harding		X	
Cr Patrick Holmes		X	
Cr Scott McKenzie		X	
Cr Marie Olsen	X		
Cr Carol Peters		X	
Cr Simon Reid	X		
Cr Phoenix Ruka	X		
Cr Paul Yovich		X	
Results	7	7	0

**The Motion was Carried (7 to 7)
On the casting vote of His Worship the Mayor**

*The meeting adjourned at 12.27pm and reconvened at 12.34pm.
Cr Golightly left the meeting at 12.27pm following Item 4.1.
Cr Couper did not re-join the meeting immediately following the adjournment.*

4.2 NEST Lease Update

Moved By Cr Simon Reid

Seconded By Cr Nicholas Connop

That Council:

1. Notes the forthcoming completion of lease discussions, with a lease for the proposed new facility / standalone agreement being almost ready for consideration under delegation to the Chief Executive.
2. Notes that any lease for the blue hangar will be considered under delegation to the Chief Executive alongside the lease for the new facility and standalone agreement.

Carried**5. Public Excluded Business / Rāhui Tangata**

There was no business in public excluded.

6. Closure of Meeting / Te katinga o te Hui

His Worship the Mayor closed the meeting at 12.36pm with a prayer.

Confirmed this 27th day of February 2025

His Worship the Mayor Vince Cocurullo (Chairperson)

Extraordinary Whangarei District Council Meeting Minutes

Date: Wednesday, 12 February, 2025
Time: 9:00 a.m.
Location: Civic Centre, Te Iwitahi, 9 Rust Avenue

In Attendance

His Worship the Mayor Vince Cocurullo
 Cr Gavin Benney
 Cr Nicholas Connop
 Cr Ken Couper
 Cr Jayne Golightly
 Cr Phil Halse
 Cr Deborah Harding
 Cr Patrick Holmes
 Cr Scott McKenzie
 Cr Marie Olsen
 Cr Carol Peters
 Cr Simon Reid
 Cr Phoenix Ruka
 Cr Paul Yovich

Scribe

N. Pestana (Team Leader, Democracy)

Administrative Matters

- Meeting livestreamed
- Members of the public/press recording

1. Karakia/Prayer

His Worship the Mayor opened the meeting with a karakia.

2. Declarations of Interest / Take Whaipānga

No interests were declared.

3. Apologies / Kore Tae Mai

There were no apologies.

4. Decision Reports / Whakatau Rīpoata

4.1 Fluoridation Update – February 2025

Moved By Cr Gavin Benney

Seconded By Cr Simon Reid

That the Council:

1. Notes the advice that has been received regarding a possible injunction/interim relief.
2. Notes the letter from the Director-General of Health dated 30 January 2025.
3. Notes that the local decision-making process has been replaced by the Health Amendment Act 2021 and the subsequent directive by the Director-General of Health.
4. Commence a declaration proceeding to challenge the safety of fluoridating drinking water at the levels of 0.7 to 1.0 ppm.
5. Commence an application for judicial review to challenge the directive of the Director-General of Health to fluoridate drinking water at the levels 0.7 to 1.0 ppm.
6. Seek urgent interim relief.
7. Revokes the resolutions of 18 December 2024 in relation to fluoridation of Whangarei Districts water supply.
8. Despite the revocation of the 18 December 2024 resolution, confirm the instruction of Jeremy Browne, Director of Henderson Reeves lawyers, to represent the council in relation to the proceedings referred to in paragraphs 4-6 above.
9. Instructs the Chief Executive to provide a written response to the Director-General of Health on the result of this meeting.

*The meeting adjourned at 9.35am and reconvened at 9.45am.
Cr Couper left the meeting at 9.34am and returned to the meeting at 9.54am.*

Amendment

Moved By Cr Deb Harding

Seconded By Cr Paul Yovich

That the Council:

1. Notes the media statement released by NZ First on Tuesday 11th February 2025 to Introduce a Fluoridation Referendum Bill. A

Member's Bill which would restore decision-making power to local communities regarding the fluoridation of drinking water.

2. Notes that the 'Fluoridation (Referendum) Legislation Bill' seeks to repeal the Health (Fluoridation of Drinking Water) Amendment Act 2021 that granted centralised authority to the Director-General of Health and mandated the fluoridation of local water supplies.
3. Notes that NZ First will also amend the Local Government Act 2002 and Health Act 1956 mandating local authorities to hold a binding referendum on water fluoridation.
4. Instructs the Chief Executive to provide a written request to the Director-General of Health to delay water fluoridation for Whangarei until the outcome of the NZ First Members bill – The 'Fluoridation (Referendum) Legislation Bill' is received.
5. If that response is negative by 28 February 2025 – then revokes the resolution of November 28th and 18th December not to add fluoride to WDC water supply and accept the direction of the DG of Health until the outcome of the NZ First Local government amendment is known.

Procedural Motion

Moved By Cr Scott McKenzie

Seconded By Cr Nicholas Connop

That the amendment now be put.

On the procedural motion being put Cr Reid called for a division:

	For	Against	Abstain
His Worship the Mayor		X	
Cr Gavin Benney	X		
Cr Nicholas Connop	X		
Cr Ken Couper	X		
Cr Jayne Golightly		X	
Cr Phil Halse		X	
Cr Deborah Harding	X		
Cr Patrick Holmes	X		
Cr Scott McKenzie	X		
Cr Marie Olsen		X	
Cr Carol Peters	X		
Cr Simon Reid	X		

Item 5.3

4

Cr Phoenix Ruka	X		
Cr Paul Yovich	X		
Results	10	4	0

The Procedural Motion was Carried (10 to 4)

The Amendment was taken in parts.

On Parts 1 – 4 of the Amendment being put Cr Connop called for a division:

	For	Against	Abstain
His Worship the Mayor		X	
Cr Gavin Benney		X	
Cr Nicholas Connop	X		
Cr Ken Couper	X		
Cr Jayne Golightly		X	
Cr Phil Halse		X	
Cr Deborah Harding	X		
Cr Patrick Holmes	X		
Cr Scott McKenzie	X		
Cr Marie Olsen		X	
Cr Carol Peters	X		
Cr Simon Reid		X	
Cr Phoenix Ruka		X	
Cr Paul Yovich	X		
Results	7	7	0

**The Amendment was Lost (7 to 7)
On the casting vote of His Worship the Mayor**

On the motion being put Cr Reid called for a division:

	For	Against	Abstain
His Worship the Mayor	X		
Cr Gavin Benney	X		
Cr Nicholas Connop		X	
Cr Ken Couper		X	
Cr Jayne Golightly	X		
Cr Phil Halse	X		

Item 5.3

5

Cr Deborah Harding		X	
Cr Patrick Holmes		X	
Cr Scott McKenzie		X	
Cr Marie Olsen	X		
Cr Carol Peters		X	
Cr Simon Reid	X		
Cr Phoenix Ruka	X		
Cr Paul Yovich		X	
Results	7	7	0

**The Motion was Carried (7 to 7)
On the casting vote of His Worship the Mayor**

5. Closure of Meeting / Te katinga o te Hui

His Worship the Mayor concluded the meeting at 10.38am with a karakia.

Confirmed this 27th day of February 2025

His Worship the Mayor (Chairperson)

6.1 2025 Proposed Updates to Delegated Financial Authority following Restructure

Meeting:	Whangarei District Council
Date of meeting:	27 February 2025
Reporting officer:	Emily Thompson (Manger – Democracy and Assurance) Georgina Ellis (Business Integrity Administrator)

1 Purpose / Te Kaupapa

To update the Delegated Financial Authority arrangements for staff taking into account changes in operational processes and structure changes completed in 2024.

2 Recommendations / Whakataunga

That the Council:

1. Notes the Delegated Financial Authority Delegations that are in place for existing roles within the Delegations Register.
2. Notes that Delegated Financial Authority will be removed from the register for the roles that are no longer exists in the organisation structure.
3. Notes that where there has been a change of title, rather than creation of a new role, this will be amended via the delegation change process.
4. Delegates Financial Authority to Spend up to \$250,000 to the following additional roles:
 - a. General Manager – Transport and Community Infrastructure
 - b. General Manager – Waters
5. Delegates Non-Statutory Financial Authority to Spend up to \$100,000 to the following roles:
 - a. Manager – Transportation.
 - b. Manager – Water
 - c. Manager – Wastewater
 - d. Manager – Stormwater, Flooding and Coastal
6. Delegates Non-Statutory Financial Authority to Spend up to \$50,000 to the following additional roles:
 - a. Manager - Property
 - b. Manager – Water Projects & Administration
 - c. Manager – Community Infrastructure Projects
 - d. Manager – Waste Management and Minimisation

7. Delegates Non-Statutory Financial Authority to Spend up to \$25,000 to the following additional roles:
 - a. Manager – Long Term Planning
 - b. Transportation - Projects and Procurement Lead
 - c. Transportation – Strategy and Planning Lead

8. Delegates Non-Statutory Financial Authority to Spend up to \$10,000 to the following additional roles:
 - a. Team Leader – Facilities Management
 - b. Team Leader – Tenancy Management
 - c. Transportation – Maintenance Contract Lead

9. Delegates Non-Statutory Financial Authority to Spend up to \$5,000 to the following additional roles:
 - a. Team leader – Customer Experience
 - b. Team Leader – Claphams clocks
 - c. Team Leader – PIMS and LIMS
 - d. Team Leader - Requests
 - e. Community Events Co-ordinator

3 Background / Horopaki

The Council has a schedule of Delegated Financial Authorities that provide delegated authority and expenditure limits for staff to efficiently carry out functions of their roles. These delegations are held in the Delegation Register (Non-Statutory) in Kete and is available to all staff to view.

Amendments to any financial delegations, or creation of any new Delegated Financial Authority must be approved by Council before being used and will be recorded in the Delegation Register

The Democracy and Assurance Department oversees the Delegations Policy and administration of the Delegation Register. The process of changes to delegations within this register is managed by the Delegations Triage Team who is comprised of the following:

- Manager Democracy and Assurance
- Legal Counsel
- Business Integrity Administrator.

4 Discussion / Whakawhiti kōrero

As the final part of the 2023 Delegation Register review the status of Delegated Financial Authority was considered. There were minimal changes recommended at that time, and these have been included in this report. The proposed changes requested in this report comprise of two types of changes that have occurred with in the organisation:

1. Roles created and disbanded as part of the restructure that took effect late 2024

Where a role has been renamed as part of the organisational restructure, with no significant operational changes to the position description, the previous DFA has been retained. An example of these roles is:

- General Manager – Community Services (was General Manager – Community)

2. Update to departmental structures as vacancies occur

The following roles have been created within operational teams thought out 2024 and have been included in this agenda for provision of a Delegated Financial Authority.

- a. Team leader – Customer Experience
- b. Team Leader – Claphams clocks
- c. Team Leader – PIMS and LIMS
- d. Team Leader – Requests
- e. Community Events Co-ordinator

Council should be note that the delegation triage team regularly update role titles within the delegation register as terminology across the organisation changes, however a report will always come to Council for any new roles that are created.

4.1 Financial/budget considerations

The following changes to the Delegated Financial Authorities (DFAs) have been identified by relevant Department Managers and/or General Managers as being required to enable proposed delegates to efficiently carry out the functions of their roles.

All requests have been reviewed during the Delegation Review process to ensure that they are necessary and proportionate to the position duties and responsibilities of the proposed delegates. The Delegations Triage Team has subsequently endorsed the below list of changes and Council's approval is requested.

Roles that have Delegated Financial Authority have been considered in relation to similar roles within the organisation. The majority of the proposed delegated authority levels proposed in this report are in line with existing delegated authority levels within the delegation register.

The exceptions are the increased DFA request for four of the Infrastructure Department Managers for Transportation, Waters, Wastewater and Stormwater, Flooding and Coastal. Staff recommend that the DFA for these roles is increased to \$100,000 to allow for them to perform their duties given that costs within these infrastructure areas continue to increase in line with the costs of materials and labour.

Financial approval processes ensure that staff who have delegated authority are unable to sign off financial requisitions that they have raised, they must be approved by one up approval. Delegated Financial Authorities ensure the smooth continuation of operational processes are shown.

4.2 Risks

Risks related to Financial Delegations are monitored via the annual audit of the annual report and will be included in areas for specific internal audits as required.

5 Significance and engagement / Te Hira me te Arawhiti

The decision or matters of this agenda do not trigger the significance criteria outlined in Council's Significance and Engagement policy, and the public will be informed via agenda publication on the website.

6.2 Amendment to Council Meeting Schedule

Meeting:	Whangarei District Council
Date of meeting:	27 February 2025
Reporting officer:	Emily Thompson (Manager Democracy and Assurance) Nicolene Pestana (Team Leader – Democracy)

1 Purpose / Te Kaupapa

To amend the Council Meeting Schedule for the remainder of the 2022-2025 term of Council.

2 Recommendations / Whakataunga

That the Council:

1. Amends the current schedule of Council meetings to the proposed schedule of Council meetings (attached to the agenda report as Attachment 3) for the remainder of the 2022-2025 term of Council, effective from 27 February 2025; and
2. Delegates to the Chief Executive the ability to amend or add to the meeting schedule in consultation with the Mayor and relevant Chairs of any meeting.

3 Background / Horopaki

The requirements around giving notice of meetings to the public are contained in the Local Government Official Information and Meetings Act 1987 (LGOIMA). A schedule of meetings to be held in a month may not be notified not more than 14 days and not less than 5 days before the end of the prior month. Alternatively, a meeting falling on or after the 21st of a month may be notified not more than 10, nor less than five working days prior to the meeting.

The requirements to give notice of meetings to elected members are contained in the Local Government Act (2002). Notice must not be less than 14 days prior to the meeting, or if a schedule is adopted, not less than 14 days prior to the first meeting on the schedule. Where this notice cannot be given, meetings are called under the provisions for extra ordinary meetings.

Council adopted its schedule of meetings for the 2022-2025 term at the 2 November 2022 inaugural meeting of Council. A copy of the agenda report and extract from the minutes of that meeting is attached hereto as Attachment 1.

Since adoption of the meeting schedule in November 2022 there have been some scheduling changes to individual Committees. These changes have been made under the delegated authority provided to the Chief Executive who has worked in conjunction with the Mayor and the relevant committee chair as detailed in the Council resolution.

At the start of 2025, a proposal was received from the Chief Executive, working in conjunction with the Mayor, to amend the meeting schedule for the remainder of the 2022-2025 term to the following:

Committees of the Whole

- Council's three Committees of the Whole (Strategy, Planning and Development Committee, Community Development Committee and Infrastructure Committee) to meet on the **3rd Thursday of the month, at 9am, 10am and 11.30am** respectively.
- The purpose of the proposed amendments to the scheduled meeting dates of the Committees of the Whole is to streamline the reporting review and approval deadlines to assist with staff workload and planning. It is also anticipated that by aligning these three committees, and their review processes, timeframes for providing agenda's to Elected Members will be improved.

Finance Committee

- Finance Committee to meet on the **4th Thursday of the month, at 1.30pm**, after the monthly Council meeting, noting that given the timing of this decision, the Finance Committee notified and scheduled for 9am Wednesday 5th March will be retained remain as agenda preparation is well underway.
- The purpose of moving the Finance Committee to the 4th Thursday of the month is to allow for better alignment and relevance of financial reporting.

Other Committees

- Te Kārearea Strategic Partnership Standing Committee continues to meet on the **1st Tuesday of the month.**
- The Risk and Audit Committee continues to meet quarterly, on the **1st Wednesday** of the scheduled month but commencing at **9am.**
- All other committees operate as and when required.

Briefings/Workshops

Briefings and workshops, although not formal meetings are also proposed to be amended to a scheduled briefing and workshop on **2nd Thursday** and **4th Wednesday of the month.** The briefing will in general be scheduled at 9am and the workshop at 11am. In situations where there is a current scheduled meeting these times will be adjusted.

The current 2025 Council meeting schedule and proposed Council meeting schedule for the remainder of 2025 are attached as Attachment 2 and Attachment 3.

Previous experience has shown that amendments to the meeting schedule are inevitable. Council is therefore asked to authorise the Chief Executive to amend the schedule, in consultation with the Mayor and Chair of any affected committee. If major changes are necessary, a new meeting schedule will be submitted to Council for approval.

4 Significance and engagement

The decision on the meeting schedule is not considered to be significant as defined in council's policy on determining significance.

5 Attachments

Attachment 1: Agenda report and extract from the minutes of Council meeting 2 November 2022.

Attachment 2: Current Council meeting schedule for 2025.

Attachment 3: Proposed Council meeting schedule for 2025.

9.2 Council Meeting Schedule

Meeting: Whangarei District Council
Date of meeting: 2 November 2022
Reporting officer: C Brindle (Senior Democracy Advisor)

1 Purpose / Te Kaupapa

To adopt the Meeting Schedule for the period 2022-2025.

2 Recommendation/s / Whakataunga

That the Council;

1. Adopts the schedule of meetings for the period 2022-2025, effective from 24 November 2022, as attached to the agenda report.
2. Delegates to the Chief Executive the ability to amend or add to the meeting schedule in conjunction with the relevant Chair of any meeting.

3 Background / Horopaki

Schedule 7, Clause 21(d) of the Local Government Act 2002 requires that Council, at its inaugural meeting following a triennial general election, fix the date and time of the first meeting of the local authority or adopt a schedule of meetings.

The requirements to give notice of meetings to elected members are contained in the Local Government Act (2002). Notice must not be less than 14 days prior to the meeting, or if a schedule is adopted, not less than 14 days prior to the first meeting on the schedule. Where this notice cannot be given, meetings are called under the provisions for extra ordinary meetings.

The requirements around giving notice of meetings to the public are contained in the Local Government Official Information and Meetings Act 1987 (LGOIMA). A schedule of meetings to be held in a month may not be notified not more than 14 days and not less than 5 days before the end of the prior month. Alternatively, a meeting falling on or after the 21st of a month may be notified not more than 10, nor less than five working days prior to the meeting.

It is important to get certainty around future meetings so that these can be communicated to the organisation and the public.

A meeting schedule means that the Mayor and Councillors have some certainty around meeting dates and have a long term view of the meeting calendar.

In preparing the schedule of meetings, the following principles have been applied:

- Formal business of Council and its committees has been confined to Tuesdays, Wednesdays and Thursdays each week. Meetings of Council or Committees on Monday's and Friday's are by exception.
- Council, Committees of the Whole, Finance, and Risk and Audit Committee are included in the meeting schedule. All other committees operate as and when required.

Some meetings in the schedule, such as Briefings/Workshops, are not council committee meetings but are included because they involve Councillors or other committee members.

- Council and Committees of the Whole will meet on Thursdays and operate on a monthly schedule as follows:
 - **2nd Thursday of the month** – One Committee of the Whole (Infrastructure) followed by a Council Briefing/Workshop.
 - **3rd Thursday** – Two Committees of the Whole (Strategy, Planning and Development and Community Development)
 - **3rd Wednesday** – Finance
 - **4th Thursday** – Council

There have been slight adjustments made to the schedule to accommodate public holidays, particularly the December meetings.

The Risk and Audit Committee will operate quarterly. It will meet on Wednesdays following the Finance Committee.

Previous experience has shown that amendments to the meeting schedule are inevitable. Council is therefore asked to authorise the Chief Executive to amend the schedule, in consultation with the chair of any affected committee. If major changes are necessary a new meeting schedule will be submitted to Council for approval.

4 Significance and engagement

The decision on the meeting schedule is not considered to be significant as defined in council's policy on determining significance.

5 Attachment

1. November & December meeting dates (2022 Schedule)
2. Meeting schedules 2023-2025

Extract from Whangarei District Council Meeting Minutes held on Wednesday, 2 November, 2022 at 4:30 p.m.

9.2 Council Meeting Schedule

Moved By His Worship the Mayor

Seconded By Cr Simon Reid

That the Council;

1. Adopts the schedule of meetings for the period 2022-2025, effective from 24 November 2022, as attached to the agenda report.
2. Delegates to the Chief Executive the ability to amend or add to the meeting schedule in conjunction with the relevant Chair of any meeting.

Carried

Secretarial Note: Refer agenda page 61, note the Finance Committee meet the 4th Wednesday, not the 3rd Wednesday as stated.

COUNCIL MEETING SCHEDULE 2025

Note: agenda deadlines specified are the Democracy Team (DT) deadlines, GM's REQUIRE REPORTS EARLIER THAN THE DT deadline

COMMITTEE	DAY	TIME	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	Oct	Nov	Dec
Te Kārearea Strategic Partnership Committee	1st Tuesday	9am		10	4	1	6	3	1	5	2	Elections 2025		
<i>Agenda deadline - Items required by DT by noon on stated day – GM's require earlier</i>				24/01	21/02	21/03	*24/4	23/05	*19/06	25/07	22/08			
Finance	1st Wednesday	9am	-	5	5	2	7	4	2	6	3			
<i>Agenda deadline - Items required by DT by noon on stated day – GM's require earlier</i>			-	24/01	21/02	21/03	*24/4	23/05	20/06	25/07	22/08			
Council Briefing	2nd Wednesday	9am	-	12	12	9	14	11	9	13	10			
Council Workshop	2nd Wednesday	11am	-											
<i>Agenda deadline - Items required by DT by noon on stated day – GM's require earlier</i> <i>Note - these meetings are generally for Infrastructure business – Contact EA to the GM Infrastructure to book</i>			-	31/01	28/02	28/03	02/05	30/05	27/06	01/08	29/08			
Infrastructure	2nd Thursday	9am	-	13	13	10	8	12	10	14	11			
<i>Agenda deadline - Items required by DT by noon on stated day – GM's require earlier</i>				31/01	28/02	28/03	*24/04	30/05	27/06	01/08	29/08			
Te Karearea Hui	3rd Wednesday	9am		19		16		18		20				
<i>Agenda deadline - Items required by DT by noon on stated day – GM's require earlier</i>				07/02		04/04		*05/06		08/08				

*earlier deadline due to public holiday

Note: agenda deadlines specified are the Democracy Team (DT) deadlines, GM's require earlier

COMMITTEE	DAY	TIME	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	Oct	Nov	Dec
Strategy, Planning & Development	3 rd Thursday	9am	-	20	20	17	15	19	17	21	18	2025		
Community Development	3 rd Thursday	11am	-											
<i>Agenda deadline - Items required by DT by noon on stated day – GM's require earlier</i>			-	07/02	07/03	04/04	02/05	*05/06	04/07	08/08	05/09			

Council Briefing	4 th Wednesday	9am	-	26	26	23	28	25	23	27	24	Elections		
Council Workshop	4 th Wednesday	11am	-											
<i>Agenda deadline - Items required by DT by noon on stated day – GM's require earlier</i> <i>Note – these meetings are generally for Infrastructure business – contact EA to GM Infrastructure to book</i>			-	14/02	14/03	11/04	16/05	13/06	11/07	15/08	12/09			
Council	4 th Thursday	9am	-	27	27	24	22	26	24	28	25			
<i>Agenda deadline - Items required by DT by noon on stated day – GM's require earlier</i>			-	14/02	14/03	11/04	09/05	13/06	11/07	15/08	12/09			
Risk and Audit	Quarterly	11am	-		5			4			3			
<i>Agenda deadline - Items required by DT by noon on stated day – GM's require earlier</i>			-		21/03			23/05			22/08			

**earlier deadline due to public holiday*

COUNCIL MEETING SCHEDULE 2025

COMMITTEE	DAY	TIME	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Te Kārearea Strategic Partnership Committee	1 st Tuesday	9am	-	10	4	1	6	3	1	5	2
Te Karearea Hui	3 rd Wednesday, bi-monthly	9am	-	-	19	16	-	18	-	20	-
Strategy, Planning & Development	3 rd Thursday	9am	-	20	20	17	15	19	17	21	18
Community Development	3 rd Thursday	10am	-	20	20	17	15	19	17	21	18
Infrastructure	3 rd Thursday	11.30am	-	13	20	17	15	19	17	21	18
Risk and Audit	Quarterly	9am	-	-	5 (11am)	-	-	4	-	-	3
Council	4 th Thursday	9am	-	27	27	24*	22	26	24	28	25
Finance	4 th Thursday	1.30pm	-	-	5 (9am)	24*	22	26	24	28	25
Council Briefing	2 nd Thursday	9am	-	12	13	10	8	12	10	14	11
Council Workshop	2 nd Thursday	11am	-	12	13	10	8	12	10	14	11
Council Briefing	4 th Wednesday	9am	-	26	26	23	28	25	23	27	24
Council Workshop	4 th Wednesday	11am	-	26	26	23	28	25	23	27	24

Elections 2025

*dates may change to accommodate the Easter week Public Holidays

6.3 Statement of Proposal – Waste Management and Minimisation Bylaw

Meeting: Whangarei District Council
Date of meeting: 27 February 2025
Reporting officer: Shireen Munday (Consultant)

1 Purpose / Te Kaupapa

For Council to adopt the Statement of Proposal for public consultation regarding the proposed Waste Management and Minimisation Bylaw.

2 Recommendations / Whakataunga

That the Council:

1. Agrees that making a new Waste Management and Minimisation Bylaw is the most appropriate way to address the perceived problem.
2. Adopts the Statement of Proposal as provided in Attachment 1 of this agenda report for public consultation.
3. Confirms that the proposed Waste Management and Minimisation Bylaw as included in Attachment 1:
 - a. Is in the most appropriate form of the bylaw; and
 - b. Does not give rise to any implications under, and is not inconsistent with, the New Zealand Bill of Rights Act 1990.
4. Agrees that a summary of the information contained in the Statement of Proposal is not necessary to assist in public understanding of the Proposal.
5. Approves the consultation plan as provided in Attachment 2 of this agenda report.
6. Authorises the Chief Executive to make any necessary minor drafting or presentation amendments to the Statement of Proposal to correct errors or omissions, or to reflect decisions made by the Council, prior to final printing and publication.

3 Background / Horopaki

The Solid Waste Management Bylaw was last amended following a review in August 2013. Bylaws enacted under the Local Government Act 2002 (LGA) and the Waste Management Act 2008 (WMA) must be reviewed ten years after their last review (s159 LGA & s58 WMA). This review process is being undertaken after this ten-year period.

In accordance with section 160A of the LGA, the current Bylaw will be automatically revoked two years after its last review. Therefore, Council must consider enacting a new Bylaw before August 2025 if it wishes to ensure continuity of the regulatory mechanisms provided through the Bylaw.

Council commenced the review process in November 2024, and at the [27 November 2024](#) Briefing was provided with an overview of the matters addressed in the Bylaw as well as the findings and associated issues and options as a result of the review. At that meeting Elected Members gave direction to staff to present an item to Council for a decision to consider proposing to make a new bylaw to replace the Solid Waste Management Bylaw before August 2025.

Council can now consider the relevant legislative matters, make determinations and decide to proceed with formal consultation.

4 Discussion / Whakawhiti kōrero

4.1 Overview

The purpose of the Bylaw is to provide a regulatory mechanism to support Council's general solid waste management functions and responsibilities, as well as the objectives of Council's Waste Management and Minimisation Plan (WMMP). The current Bylaw includes provisions relating the collection, transfer, storage and disposal of waste, including recycling.

Council must first decide that a bylaw is the most appropriate way to address the perceived problem and then, before making a final decision, Council must:

- Consult on the proposal in accordance with the requirements of the LGA.
- Determine that the proposed new Bylaw meets legislative criteria.
- Decide on any changes to the proposed Bylaw after having considered public feedback.

4.2 Summary review findings

The review findings were presented to Council at the [27 November 2024](#) Briefing and further supports the matters covered in Section 4.4 of this report.

The key findings are repeated here for completeness.

1. Maintaining a bylaw that addresses waste management and minimisation issues will preserve the existing regulatory framework, providing continued support to achieve the objectives of the WMMP objectives and for staff to undertake any necessary enforcement actions as appropriate.
2. Overall, the existing provisions of the bylaw address the identified problems, however it was recommended that the provisions relating to the licensing of private waste operators should be removed and that provisions for waste management at events should be included.
3. The Bylaw could be considerably improved by applying current best practice bylaw drafting methods, including a 'plain English' approach. Further the current Bylaw has duplicative provisions that can be simplified in a revised structure. Such improvements would provide better certainty for the reader.

4.3 Waste management and minimisation plans for events

The Briefing item to Council discussed the inclusion of a provision to address waste management and minimisation issues at events on Council-controlled public places.

Staff have subsequently further discussed this issue with the Waste Minimisation Officer and Venues & Events staff.

As a result of this further analysis, staff now recommend that this new provision is not included in the draft Bylaw. The relevant staff are currently developing a voluntary system for waste management plans for events, which will be available on Council's website. Staff are also

already working closely with event managers to educate them and provide support for waste management and minimisation activities during events on Council-controlled public places.

Staff consider trialling and embedding this approach and system on a voluntary basis first is appropriate, before determining whether a regulatory mechanism through the Bylaw is required.

The next review of the Bylaw will be five years from the date the new Bylaw is made. Staff consider this period will allow for the system and process to embed and to allow for a more informed decision on this matter during the next review. As such, a new provision requiring approvals for waste management and minimisation plans at events on Council-controlled public places has not been included in the draft Bylaw provided in Attachment 1.

4.4 Statutory considerations

Is a bylaw the most appropriate way of addressing the perceived problem

Council must first decide whether a bylaw is the most appropriate way of addressing the perceived problem in accordance with section 155(1) of the LGA.

The Bylaw provides a regulatory mechanism to support the implementation of Councils' Waste Management and Minimisation Plan and addresses associated public health and nuisance issues.

Is the proposed new bylaw the most appropriate form of bylaw (s155(2)(a) LGA)

Section 155(2)(a) requires Council to determine whether the proposed Bylaw is the most appropriate form of bylaw. The findings outlined in the [27 November 2024](#) Briefing report found that the previous Bylaw could be improved.

The proposed Bylaw as included in the Statement of Proposal (SOP) in Attachment 1 is considered the most appropriate form. It has been drafted using a 'Plain English' best practice approach and duplications and inconsistencies within the current Bylaw have been removed. The proposed Bylaw has been further simplified to remove references to legislative provisions that apply but which do not require inclusion in a bylaw to be able to be relied on. It is also proposed to change the name to Waste Management and Minimisation Bylaw to reflect current best practices.

Does the proposed new bylaw give rise to any implications under the New Zealand Bill of Rights Act 1990 (s155(2)(b) and (3) LGA)

The purpose of this Bylaw is to manage the disposal and discarding of waste to protect health and safety, prevent nuisance and support the reduction of residual waste. It does not give rise to any implications under, and is not inconsistent with, the New Zealand Bill of Rights Act 1990 (NZBORA).

4.5 The proposal

Staff recommend that a new waste bylaw is required to address the majority of provisions contained in the current Bylaw. A new (as opposed to an amended) bylaw is required because the current Bylaw expires in August 2025 under the Local Government Act 2002.

A new bylaw would:

- Help implement the goals of Council's WMMP 2023 to reduce harm from residual waste including encouraging waste minimisation and preventing inappropriate waste disposal
- Help manage the use of public places for the deposit, collection and transportation of waste and manage the appropriate use of public rubbish bins
- Be easier to understand than the current Bylaw.

A new provision for licensing of waste operators is not required.

The proposed Bylaw, which has been titled the Waste Management and Minimisation Bylaw, to reflect the purpose of the Bylaw better, has been drafted to:

- Reflect the matters presented to Council at the [27 November Briefing](#) and modified as outlined in section 4.3 of this report
- Meet statutory requirements
- Support a 'Plain English' approach and using a structure and format that is easier to read and understand.

The proposed Bylaw has been prepared in accordance with statutory requirements. The proposed Bylaw:

- Helps minimise risk to public health and safety nuisance, offensive behaviour and supports the goals of Council's Waste Management and Minimisation Plan.
- Uses a structure, format and words that are easier to read and understand.
- Is authorised by statute, not repugnant to other legislation and is not unreasonable.
- Does not give rise to any implications and is not inconsistent with the New Zealand Bill of Rights act 1990.

4.6 Options

The content of the SOP (Attachment 1) has been developed based on the matters outlined in the [27 November 2024](#) Briefing Report as modified by section 4.3 of this report.

The options at this stage of the review process are therefore limited to the following two reasonably practicable options:

Option 1 – adopt the Statement of Proposal as provided in Attachment 1 for public consultation.

Option 2 – direct staff to make further amendments to the Statement of Proposal to present to future Council meeting for consideration.

The recommended Option is **Option 1**.

4.7 Consultation

The special consultative procedure (s83 LGA) is proposed to be used to meet the statutory consultation requirements, which includes a requirement for Council to adopt an SOP, including the proposed new Bylaw, for public consultation.

Council can also choose to adopt a summary of the information contained in an SOP to assist in public understanding of the proposal. Due to the nature of the proposed changes, staff recommend that such a summary is not necessary.

For completeness, Attachment 2 provides an overview of the SOP content and the consultation approach to be used to meet the necessary legislative requirements.

Subject to the decisions made at this meeting, the consultation on the proposal is scheduled to start on 3 March 2025, with a final proposal to be presented to the June 2025 Council meeting for consideration.

4.8 Financial/budget considerations

The decisions of this report have no financial or budget implications. The costs for consultation activities are provided for in operational budgets.

4.9 Policy and planning implications

The research and analysis undertaken as part of the review and the subsequent development of the draft Bylaw indicates there are no conflicts with other policy and planning instruments of Council.

4.10 Risks

There is a risk that some commercial stakeholders may be concerned about the proposed changes, including Council's dual role as regulator and service provider. The removal of the licensing requirement in the draft Bylaw was a key risk issue in the 2013 review process. However, given the proposed scope of the new Bylaw and the removal of the licensing provisions, is it considered that this risk is sufficiently mitigated as a result. Stakeholder engagement to support the development of the draft Bylaw has been undertaken and any further risks will be mitigated by the opportunity to give feedback during public consultation and for Council to consider and respond.

5 Significance and engagement / Te Hira me te Arawhiti

This report and the associated decisions relate to a statutory consultation matter. Consultation will therefore be undertaken in accordance with the legislative requirements and following the process outlined in this report and its attachments, and as provided for in Council's Significance and Engagement Policy.

6 Attachments / Ngā Tāpiritanga

Attachment 1 – Statement of Proposal

Attachment 2 – Summary of statutory consultation requirements

Attachment 1

Statement of Proposal

Proposed Waste Management and Minimisation Bylaw

March 2025

Have your say on Council's proposal to make a new Waste Management and Minimisation Bylaw

Introduction

Council is proposing to make a new Waste Management and Minimisation Bylaw to replace the current Solid Waste Management Bylaw. The purpose of the Bylaw is to manage the disposal and discarding of waste to protect health and safety, prevent nuisance and support the reduction of residual waste. It is a key tool in supporting the implementation of Council's Waste Management and Minimisation Plan.

The review process has highlighted that while the current Bylaw is generally working well, there are some amendments to the Bylaw that Council wishes to make.

This document outlines the reasons for the proposal and how you can have your say. It also provides some background statutory information.

Have your say

Before making any final decisions, we'd like to know your views.

You can tell us what you think between Monday 3 March and Thursday 3 April.

Further information on how to let us know what you think about the proposal is included in this document. You can also visit www.wdc.govt.nz/HaveYourSay for more information.

Key dates

Feedback period: 3 March to 3 April 2025

Hearing: 10 April 2025

Deliberations: 15 April 2025

Decision of Council: June 2025

How to give us your feedback

There are a few ways you can tell us what you think. You can submit your feedback in writing and/or you can attend the Hearing to present your views to Council in person.

Written submissions

You can provide us with a written submission. There are a few ways you can do this:

-Do it online: www.wdc.govt.nz/HaveYourSay

-Email us at BylawsConsult@wdc.govt.nz

-Write to us at Private Bag 9023, Whangārei 0148

Attachment 1

-Deliver your written feedback to one of our customer service centres at 9 Rust Ave in Whangārei or at 9 Takutai Place in Ruakākā.

Attend the Hearing

A hearing is an opportunity for you to share your views with Council in person. People who want to do this have five minutes to present their views and Councillors can then ask questions to clarify their understanding of the points made by the speaker. No decisions are made at a hearing.

Please let us know if you want to attend the Hearing by ticking the box on the submission form by Thursday 3 April 2025. Please let us know in advance if you require the services of a sign language interpreter.

The date for the Hearing is currently scheduled for 10 April 2025. We'll be in touch to confirm a time with you.

What will happen with your feedback?

All feedback received will be provided to Council. Staff will also review and analyse the feedback received and provide this analysis to Council.

Council will then deliberate on all the information provided and make a final decision on the proposal.

If you have provided your email address, we will keep you updated with the review process and final outcomes.

Reasons for the Proposal

Council's current Solid Waste Management Bylaw will automatically be revoked in August 2025. To avoid a regulatory gap, Council has decided to propose to make a new Waste Management and Minimisation Bylaw.

The development of the proposed Bylaw has been based on a review of the current Bylaw.

Summary of proposed changes

Council has assessed that while the existing Bylaw is generally performing well, some changes are being recommended for the following reasons:

- The form and structure of the Bylaw needs to be updated to make it easier to read and understand.
- The provisions for the licensing of waste operators have been identified as not necessary and therefore can be removed.
- A provision allowing Council to make controls under the Bylaw to address operational matters will allow better flexibility to address any required changes and at the same time will support a more transparent decision-making process than the current Bylaw.

To see more specific details on the proposed changes, see the [Briefing report](#) to Council on 27 November 2024. If you want to compare it to the current Bylaw, this is available [online](#). Alternatively, you can call us on 0800 932 436 if you would like to be sent copies of the above documents.

Attachment 1

Legislative Framework

As part of the process of reviewing a bylaw, Council must consider whether it is effective, proportionate and still necessary. This also includes making sure the bylaw is not inconsistent with the [New Zealand Bill of Rights Act 1990](#).

At a Council meeting on XX Month Year Council considered its options and decided that:

- a bylaw is still the most appropriate regulatory tool for managing waste
- the proposed new Bylaw is the most appropriate form of bylaw; and
- it does not give rise to any implications under the New Zealand Bills of Rights Act 1990.

For further details on these determinations, see the agenda report for the XX Month Year meeting, either online or at Council offices and libraries. Alternatively, call us on 0800 932 463 if you would like to be sent a copy.

The Bylaw sits within a wider legislative framework. It provides additional rules relating to the waste management responsibilities of Council but does not intend to duplicate or be inconsistent with this framework. The key legislative and strategic elements of this framework include:

Legislation	
<ul style="list-style-type: none"> • Waste Minimisation Act 2008 • Local Government Act 2002 • Litter Act 1979 • Health Act 1956 • Resource Management Act 1991 	<ul style="list-style-type: none"> • Biosecurity Act 1993 • Health and Safety at Work Act 2015 • Building Act 2004 • Civil Defence Emergency Management Act 2002 • Hazardous Substances and New Organisms Act 1996
National Strategies	
<ul style="list-style-type: none"> • Te rautaki para Waste Strategy 2023 	
Whangarei District Council Plans, Strategies and Policies	
<ul style="list-style-type: none"> • Waste Management and Minimisation Plan 2023 • Operative District Plan 	

Attachment 1

Whangarei District Council

***Waste Management and
Minimisation Bylaw 2025***

Bylaw made under [section 56](#) of the Waste Minimisation Act 2008 and [sections 145](#) and [146](#) of the Local Government Act 2002.

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1. Title

- 1.1. This Bylaw is the Waste Management and Minimisation Bylaw 2025.

2. Commencement

- 2.1. This Bylaw comes into force on XX Month 2025.

3. Application

- 3.1. This Bylaw applies to the Whangarei District.
- 3.2. This Bylaw does not apply to –
- a. Council when exercising its lawful compliance functions;
 - b. emergency services or civil defence personnel exercising their lawful functions in an emergency; or
 - c. any person acting in compliance with a lawful direction of Council.

Part 1 – Preliminary provisions

4. Purpose

- 4.1. The purpose of this Bylaw is to manage the disposal and discarding of waste to protect health and safety, prevent nuisance and support the reduction of residual waste.

Related information

The Bylaw supports the implementation of Council's Waste Management and Minimisation Plan by providing a regulatory framework that supports the waste minimisation goals of the Plan. This includes the requirements for people to separate their waste appropriately to allow for recycling activities. It also requires people to manage waste on their premises in a way that doesn't allow it to escape and become a nuisance to others or create litter.

The Bylaw does not regulate littering and illegal dumping as these matters are directly provided for under the Litter Act 1979.

5. Interpretation

- 5.1 Any word used in this Bylaw that is defined in section 6 of the [Waste Minimisation Act 2008](#), and not included in clause 5.2 below, has, for the purposes of this Bylaw, the same meaning as in section 5 of the [Waste Minimisation Act 2008](#).
- 5.2. In this Bylaw, unless the context otherwise requires:

Approved container means any container provided or endorsed Council for the purposes of kerbside waste collection in the Whangarei District in a control under clause 11 of this Bylaw.

Bin means a public waste bin.

Council means Whangarei District Council, and includes any person or committee delegated to act on its behalf in relation to this Bylaw.

Public place	means an area that is open to or used by the public, and which is owned, managed, maintained or controlled by Council. Public places include, but are not limited to: roads, streets, footpaths, alleys, pedestrian malls, cycle tracks, lanes, accessways, thoroughfares, squares, carparks, reserves, parks, cemeteries, beaches, foreshore, riverbanks, berms, verges, and recreational grounds.
Home composting	means any domestic composting activity involving food waste and green waste and which is permitted under the Whangarei Operative District Plan, and for the avoidance of doubt excludes any commercial composting operation.
Occupier	means any person who occupies any land or building (including commercial premises) and, if the land or building is unoccupied, includes the owner or the owner's agent.
Person	includes an individual, a corporation sole, a body corporate, and an unincorporated body.
Premises	means any land, dwelling, storehouse, warehouse, shop, cellar, yard, building, or part of the same, or enclosed space separately occupied. All lands, buildings and places adjoining each other and occupied together are deemed to be the same premises.
Public waste bin	Means a container for disposed of or discarded material in a public place and includes containers for different types of material (for example recyclable material, food scraps or refuse).
Rural areas	means any rural zone of the Whangarei District Plan
Waste	has the same meaning as 'waste' in section 5(1) of the Act.

- 5.3. Related information and links to webpages do not form part of this Bylaw and may be inserted, changed or removed without any formality.
- 5.4. The [Legislation Act 2019](#) applies to this Bylaw.
- 5.5. To avoid doubt, compliance with this Bylaw does not remove the need to comply with all other applicable Acts, regulations, bylaws, regional or district plans, or reserve or park management plans.

Part 1 – Deposit, collection, transportation and disposal of waste

6. General responsibilities

- 6.1. A person must ensure that:
- any waste stored on premises is appropriately secured to prevent its spread through wind and rain;
 - any waste stored on premises is protected from ingress or egress of flies, vermin and animals;
 - all approved containers are kept in a safe location on the premises, are hygienic, in good repair, and are without any modifications or alterations to their appearance other than an indication of the address of the premises; and
 - the contents of a waste container do not seep or escape so as to create a nuisance, be offensive or likely to be injurious to health.
- 6.2. A person must not:
- deposit waste in an approved container material that is not approved for that type of waste;
 - put waste in an approved container provided to any other person, without that other person's consent;
 - remove or interfere with any waste from an approved container, except for the person who deposited the material, Council or an agent of Council;
 - remove an approved container provided by Council from the premises to which it has been allocated, unless it requires replacing due to damage; and
 - allow any accumulation of waste on premises to become offensive, a nuisance or likely to be injurious to health.
- 6.3. No waste shall be transported through, over or upon any road or public place unless it is sufficiently and adequately secured to prevent it from falling or otherwise escaping.

Related information on what is 'waste'

Waste is defined in the Waste Minimisation Act 2008 as '*...anything disposed of or discarded...to avoid doubt, includes any element of diverted material...*'.

'*Diverted material*' includes what is commonly called 'recycling'. Therefore, all references to waste in this Bylaw includes both '*rubbish*' as well as any Council approved recyclable materials items as provided in controls under Clause 11.

7. Kerbside collection

- 7.1. A person may place waste in a public place for collection if –
- the waste is placed in a public place in a manner prescribed in a control in clause 11, including that it does not contain any prohibited waste; and
 - the rubbish or recycling in the container is from activity on the same premises or with the consent of a person who occupies that premises.
- 7.2. The occupier and/or the manager of any premises is responsible for any waste generated on that premises until it has been collected.

- 7.3. The occupier and/or the manager of any premises is responsible for any waste not collected because of non-compliance with this Bylaw.

Related information – rubbish and recycling from commercial premises

Commercial operations are responsible for the disposal and depositing of waste that results from the business activity.

Any waste generated as a result of onsite activities that support the business activity (for example rubbish and recycling generated in the staff lunchroom), may be deposited for kerbside collection.

8. Non-compliance with kerbside collection requirements

- 8.1. Failure to comply with the provisions of this Bylaw and any controls under Clause 11 may be subject to the following actions being taken:
- a. the rejection (non-collection) of the contents of any approved container left out for kerbside collection, if the contents of the container are non-compliant;
 - b. the withdrawal or suspension of the kerbside collection service being provided to that property;
 - c. enforcement of any offence that may have been committed under the Litter Act 1979 as a result of the non-compliance; or
 - d. enforcement for a breach of this Bylaw.

9. Public waste bins

- 9.1. A person may dispose of or discard waste in a public waste bin if that material is generated in a public place.
- 9.2. However, a person must not dispose of or discard waste in a public waste bin if –
- e. the waste is from that person’s place of employment or business or home;
 - f. the bin is full or overflowing;
 - g. the waste is deposited in a way that is likely to escape from the bin;
 - h. the material is of a type that the bin is not intended to collect (for example depositing food scraps in a bin intended for recyclable material); or
 - i. the waste is of a prohibited type prescribed in a control in clause 11 (for example hazardous or medical waste).

Example – what can you place in a public waste bin

A person who eats takeaways from a container in a park may put the container in a public litter bin, or a recycling bin if the container is recyclable.

A person who eats takeaways from a container at home cannot and should instead clean the container of food scraps and dispose of it in their kerbside recycling bin if it is recyclable or otherwise dispose of it as rubbish.

10. Onsite disposal

- 10.1. Except as provided for under this Bylaw, no person may:
- a. bury or allow to be buried any waste on any property they own, occupy or

manage except:

- i. organic waste, including dead farm animals in rural areas;
- ii. dead companion animals and nuisance pests; or
- iii. for the purposes of home composting.

Related information

The Proposed Regional Plan for Northland February 2024 also contains rules relating to onsite waste disposal which must be complied with in accordance with Clause 5.5 of this Bylaw.

Part 2 – Controls

11. Controls

- 11.1. Council may make a control to manage the disposal or discarding of waste for one or more of the following purposes:
- a. prescribing types of approved containers;
 - b. prescribing the types of material that may be deposited in approved containers;
 - c. prescribing the maximum weights of materials that may be deposited in an approved container;
 - d. prescribing the way an approved container must be placed on or retrieved from a public place, including times, locations and days;
 - e. prescribing types of prohibited waste;
 - f. provisions for the disposal or deposit of waste that may be placed for public collection that does not require being placed in an approved container;
 - g. provisions for the management of waste and in multi-unit buildings and developments;
 - h. any other operational matter required for the safe and efficient operation of a waste collection service from a public place.

Related information

The [Standard Materials for Kerbside Collections Notice 2023 \(Notice No. 1\)](#) prescribe the standard materials that Council can accept in household kerbside recycling collections and which materials are excluded.

Councils have some discretion to accept certain materials relating to food scrap and food and garden organic (FOGO) waste.

Whangarei District Council currently does not provide food scrap or FOGO collection services.

- 11.2. Council must, before making, amending or revoking any control under clause 11.1, comply with the requirements under Subpart 1 of Part 6 of the Local Government Act 2002.
- 11.3. Any control made, amended or revoked under clause 6.1:
- a. must be made by a resolution of Council that is made publicly available; and
 - b. may:

- i. regulate, control or prohibit any matter or thing either generally, for any specified classes of case, or in a particular case;
- ii. apply to all waste or to any specified category or type of waste;
- iii. apply to the Whangarei District or to a specified part of the District; and/or
- iv. apply at all times or any specified time or period of time.

Part 3 – Enforcement, offence, penalties

12. Enforcement

- 12.1. Council may use its powers under the Waste Minimisation Act 2008 and the [Local Government Act 2002](#) to enforce this Bylaw.

13. Offences and penalties

- 13.1. Every person who breaches this Bylaw commits an offence.
- 13.2. Every person who commits an offence under this Bylaw is liable to the penalties under the [Waste Minimisation Act 2008](#) and the [Local Government Act 2002](#).

Attachment 2

Statutory consultation requirements – proposed Waste Management and Minimisation Bylaw

In accordance with the requirements of s156 of the Local Government Act 2002 (LGA) Council must determine whether it should consult using the special consultative procedure under s83 of the LGA, or whether the proposal is not of significant interest to the public, nor will it have a significant impact on the public and therefore consultation in accordance with sections 82 and 82A of the LGA is appropriate.

Best practice approaches for a bylaw review are to consult using the special consultative procedure and this attachment and the associated report is based on this approach. No detailed analysis has been undertaken to make a recommendation whether to consider consulting under section 82 of the LGA.

The requirements of the special consultative procedure include that the Council must adopt a 'Statement of Proposal' (SOP). Section 86 then provides further details regarding the content of an SOP in relation to making bylaws.

Section 83(1)(a)(ii) also outlines that a local authority must consider whether it is necessary to enable public understanding of the proposal, to adopt a summary of the information contained in the statement of proposal.

Due to the nature and scope of the proposed Waste Management and Minimisation Bylaw, staff do not consider it necessary to develop a Summary of the SOP to enable public understanding of the proposal in accordance with s 83(1)(a)(ii) of the LGA. An associated recommendation is included in the Agenda Report.

The following details provide the proposed process and activities designed to meet the legislative requirements:

1. Council resolves to adopt the SOP as provided in Attachment 1 to this report to meet the requirements of sections 83 and 86 of the LGA.
2. The SOP contains a draft of the proposed Bylaw to meet these requirements, as well as additional supporting information:
 - a. the proposal and the reasons for the proposal
 - b. a report on the relevant s155 determinations, together with a link to the agenda item for more detailed information on those determinations.
 - c. a link to the agenda item for information on the reasonably practicable options.
3. Information on how to provide feedback on the proposal.
4. Public notices of the proposal are published in the Council News publication.
5. Council further advises of the proposal on Council's website and through the various social media channels available to Council.
6. The SOP is made available for public inspection on Council's website, at the Council offices in the and at the Whangarei District libraries.
7. Feedback will be invited through written submissions or attendance at a hearing, or both.
8. The submission period for the proposal is scheduled to start 3 March 2025 and close on 3

April 2025.

9. The consultation will be further promoted on Council's social media channels.
10. A hearing is scheduled for 10 April to provide an opportunity for persons to present their views in person to Council.
11. Council will consider all feedback received and any other comment or advice sought from staff or other persons and deliberate on any further amendments to the proposed Bylaw as a result. This meeting is scheduled for 15 April 2025.
12. Based on the decisions made at the deliberations meeting, staff will make any necessary further amendments to the proposed Bylaw and will prepare a final report to present to Council.

Subject to the above process and all associated decisions of Council, the final proposed Bylaw is scheduled to be adopted at the June 2025 Council meeting.

6.4 Temporary Road Closure Application – Northland Car Club Motor Sport Event Series (Apr - May 2025).

Meeting: Whangarei District Council

Date of meeting: 27th February 2025

Reporting officer: Lana van Bergenhenegouwen, Community Event Co-ordinator
Anna Terwiel, Major Events Team Lead
Gordon Whyte, Network Coordination Lead Transportation

1 Purpose / Te Kaupapa

To seek approval of the proposal to temporarily close roads, to allow the Northland Car Club Motor Sport Event Series (Apr – May 2025).

2 Recommendations / Whakataunga

That the Council:

1. Approves the temporary closure of the following roads to ordinary traffic for the Northland Car Club Motor Sport Event Series (April - May 2025) on the following dates in accordance with section 342 (1)(b) and Schedule 10 Clause 11 of the Local Government Act 1974.

Sunday 6th April 2025

Paiawa Road, from Mititai Road to the end of Paiawa Road.

Period of Closure: 8am to 5:30pm

Sunday 18th May 2025

Ruarangi Road, from 200m from the intersection of Ruarangi Road and Paparoa Road to 200m from the intersection of Ruarangi Road and Mangapai Road.

Period of Closure: 8am to 5:30pm

2. Approves the temporary closure of the side roads off the roads to be closed for up to 100 metres from the intersection for safety purposes.
3. Delegates to the Chair of the Infrastructure Committee and General Manager Transport and Community Infrastructure the power to give public notice of these proposed temporary closures, to consider any objections and to either approve, cancel or amend any or all of the temporary road closures if applicable.

3 Background / Horopaki

The Northland Car Club run a series of events in accordance with New Zealand Motorsport Standards and Regulations which allow the club members to compete safely under strict, managed conditions.

These club days are popular within the club and community including families spectating and participating in the sport.

4 Discussion / Whakawhiti kōrero

All events are run to Motorsport New Zealand rules and regulations. There will be marshals at the venue to ensure health and safety measures are adhered to. The club has either a Motorsport New Zealand Steward or an appointed Safety Officer to oversee the smooth running and compliance of each event.

Traffic management plans for each event are submitted to the Whangarei District Council Corridor Specialist Team for approval prior to each event occurring. A full health and safety plan as well as proof of public consultation with affected owners/occupiers will also be required no later than 30 days before each event, if not provided the road closure will not go ahead.

4.1 Financial/budget considerations

No additional financial obligations/considerations to council.

4.2 Risks

Motorsport events carry a number of associated risks; however the Northland Car Club have a history of running well organised events ensuring everything within their control is done to eliminate risks as well as manage those risks and hazards that cannot be eliminated, reducing the likelihood of harm occurring to any person, property or business.

Vehicles and drivers are required to comply with the strict safety standards as set down by Motorsport New Zealand.

Spectators are managed at the event with appropriate signage and designated personnel monitoring spectators and their locations.

5 Significance and engagement / Te Hira me te Arawhiti

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via agenda publication on the website, Council News and marketing by the event organisers.

6 Attachments / Ngā Tāpiritanga

1. Application Letter
2. Public Liability
3. Proposed route maps
 - a) Paiawa Road
 - b) Ruarangi Road



Northland Car Club Inc
PO Box 596
Whangarei
info@ncc@org.nz

19th December 2024

Hi all

Thanks very much for your help with our proposed road closures.

As per our on-line applications we would like to ask the Whangarei District Council to consider our requests for the following closures under the tenth schedule:

6th April 2025 - Paiawa Road, Waiotira

18th of May 2025 - Ruarangi Road, Mangapai

We request the roads to be closed from 8am until 5.30pm but during these times we can allow access through the road if need be as required. We would stop the racing to allow for this to happen safely.

Thanks again for your time and consideration of these events for our club.

Regards

Paul Rodgers
Speed Committee
Northland Car Club

Revised Policy Schedule

77
Policy No

Reference No

Northland Car Club Inc
C/- Aon New Zealand - Whangarei

LSM-6124287

10-2



Effective Date of this Policy Schedule: 28 November 2024

With effect from 28 November 2024 the following changes have been made to this Policy:
Expiry Date amended

In all other respects the Policy remains unchanged.

SME Package

POLICY NUMBER HO-LSM-6124287

WORDING [VL POL SME-032022](#)

INSURED ORGANISATION Northland Car Club Inc

BUSINESS DESCRIPTION Sporting Car Club

PERIOD OF INSURANCE From 4pm: 28 November 2024
To 4pm: 30 June 2025

Section 1

TERRITORY New Zealand

PRODUCTS TERRITORY New Zealand

JURISDICTION New Zealand

All Other Sections

TERRITORY New Zealand

JURISDICTION New Zealand

		LIMIT	EXCESS	RETROACTIVE DATE
PUBLIC & PRODUCTS LIABILITY	Included	\$ 2,000,000	\$ 500	

Signed for and on behalf of Vero Liability Insurance Limited

Authorised Officer
BJS



12 November 2024

Revised Policy Schedule

78

Policy No Reference No

Northland Car Club Inc
C/- Aon New Zealand - Whangarei

LSM-6124287

10-2



Advertising Liability	Included	\$ 1,000,000	\$ 1,000
Contractors or Sub-contractors	Included		
Defective Workmanship	Included	\$ 250,000	\$ 1,000
Fire Protection Costs	Included	\$ 1,000,000	\$ 1,000
Goods on Hook	Included	\$ 250,000	\$ 1,000
Hazardous Substances Emergency	Included	\$ 1,000,000	\$ 1,000
Innkeeper's Liability	Included		\$ 500
Keys and Locks	Included	\$ 250,000	\$ 1,000
Product Recall	Included	\$ 100,000	\$ 1,000
Property in Care, Custody or Control	Included	\$ 500,000	\$ 1,000
Property Owner's Liability	Included		
Service and Repair	Included	\$ 250,000	\$ 1,000
Tenant's Liability	Included		
Trade Advice or Services	Included		
Underground Services	Included		
Unmanned Aerial Vehicles	Included	\$ 1,000,000	\$ 1,000
USA/Canada Coverage (Products only)	Excluded		
USA/Canada Visits	Included		
Vehicles - Additional Provisions	Included		
Vehicle Inspection Certification	Included	\$ 750,000	\$ 1,000
Vibration or Removal of Support	Included		
Welding/Gas Cutting/Burning Off/Use of Explosives	Included		\$ 1,000
Punitive or Exemplary Damages	Included	\$ 1,000,000 any one Occurrence and \$2,000,000 in the aggregate	

EMPLOYERS LIABILITY Excluded

STATUTORY LIABILITY Included \$ 1,000,000 \$ 500 (Officers \$Nil) 7 June 2016

ENDORSEMENTS Nil

Signed for and on behalf of Vero Liability Insurance Limited

Authorised Officer
BJS



12 November 2024

NORTHLAND CAR CLUB BENTSPRINT - PAIAWA ROAD, WAIOTIRA.

79

Mrital Rd

Paiawa Rd

ROAD CLOSED

ROAD BLOCK

FINISH

Marshal Point 2

event control

START LINE

Service Area
on side of road

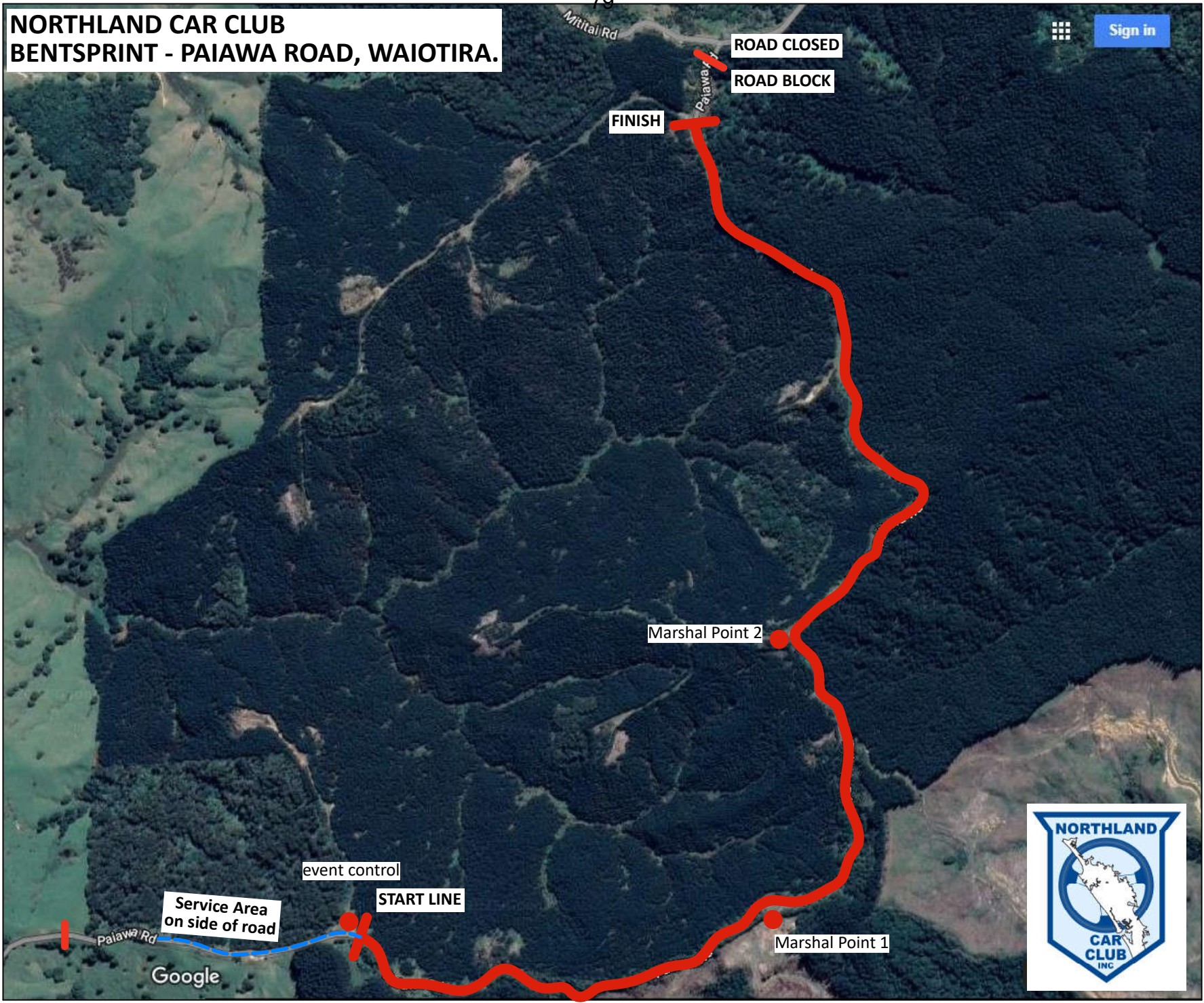
Paiawa Rd

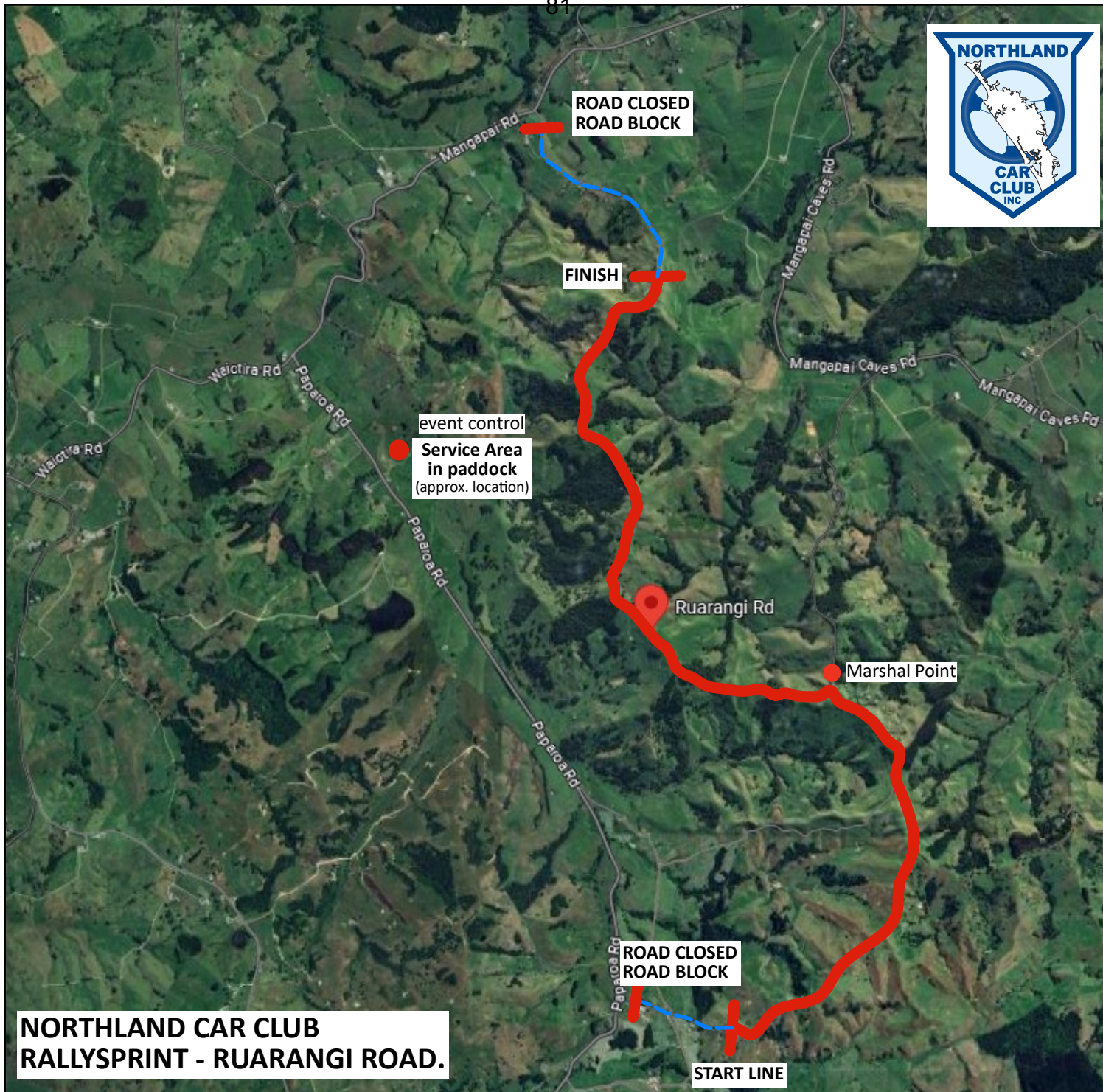
Marshal Point 1

Google



Sign in





6.5 Procurement Plan to procure Operational & Maintenance services for Water, Wastewater and Stormwater beyond 30 June 2026

Meeting:	Whangarei District Council
Date of meeting:	27 February 2025
Reporting officer:	Simon Charles (Wastewater Manager) Andrew Venmore (Water Manager)

1. Purpose / Te Kaupapa

To seek Council's approval of the Procurement Plan to go to the market to procure services for the operational and maintenance provision for Water, Wastewater, and Stormwater. The contents of this report will be known as the "Procurement Plan".

2. Recommendation / Whakataunga

That the Council approves the Plan (the "Procurement Plan") for the procurement of operational and maintenance (O&M) service provision for Water, Wastewater, and Stormwater.

3. Background / Horopaki

3.1 Current contracts – scope/term

The Whangarei District Council maintains two distinct reticulation network contracts covering essential water infrastructure services. The wastewater and stormwater contract, approaching its ninth year of operation, encompasses comprehensive 24/7 maintenance across nine catchment areas including major urban centres like Whangarei and smaller communities such as Waiotira. This contract includes the management of sewer pump stations, low-pressure systems, CCTV inspections, and the Hikurangi Flood Management scheme, along with standard maintenance activities like drain clearing. It also covers contract administration, customer service, data management, and non-exclusive capital renewals.

The water reticulation contract, in its fifth year, provides similar 24/7 operational coverage but focuses on potable water infrastructure across key regions including Bream Bay, Whangarei City, and surrounding areas. This contract manages critical network components including pipes, reservoirs, service connections, water meters, leak detection, backflow prevention devices, and pressure reducing valves.

Both contracts share common elements including round-the-clock operational requirements, comprehensive contract management obligations, customer service responsibilities, and asset data management including as-built documentation. They each include emergency response components and contribute to the council's capital renewal

program on a non-exclusive basis, providing the ability for Council to maintain flexibility in how it delivers capital works while ensuring operational continuity through these maintenance contracts.

3.2 Current contracts – what’s working/what’s not

3.2.1 Current contract/s performance

For most parts, the two incumbent contractors have performed well when reviewing the past performance of both current contracts. At certain periods over the term, there have been issues, particularly in (i) the capex/renewals delivery area and (ii) the supply of asset intelligence. These issues have centred on the ability to attract and retain key resources, together with effective use of technology. This review has highlighted many improvement areas to lift what has been a “good” performance with service delivery to a “great” performance.

3.2.2 Improvements

Prior to the recent contract extension of the waste & drainage contract, a review was undertaken that highlighted many improvement areas to lift performance.

These improvements are applicable regardless of the service delivery model and can be found in Attachment 2.

4. Discussion / Whakawhiti kōrero

4.1 Scope of the Contract/s

The scope of the services is largely as follows:

4.1.1 24/7 maintenance and operation of Whangarei District Council’s Wastewater and Stormwater including but not limited to:

- Reticulation systems across 9 catchment areas, Oakura, Tutukaka, Ngunguru, Hikurangi, Whangarei, Portland, Ruakaka, Waipu and Waitotira.
- Sewer pump stations.
- Low-pressure sewer systems at Ruakaka and other sites in the district.
- CCTV pipe inspection surveys.
- Inspection and maintenance of the Hikurangi Flood Management scheme.
- Stormwater maintenance activities.
- Drain clearing.
- Contract management and administration – including Programme Management, Reporting, Risk, Health and Safety, Quality and Environmental Management, Traffic Management and Emergency Response and Recovery Management.
- Customer liaison.
- Data collection and management – the collection, recording and analysis of asset data, including as-built drawings, to support asset management.
- General investigations.
- Capital renewals – non-exclusive (Sewer and Stormwater)

4.1.2 24/7 maintenance and operation of Whangarei District Council’s water including but not limited to:

- Water supply reticulation networks of Bream Bay, Whangarei City (including Poroti, Hikurangi and Whangarei Heads), Mangapai and Mangakaramea.

- Network components including pipes, reservoirs, service connections and water meters, backflow prevention devices and pressure reducing valves.
- Leak repairs, mains flushing, hydrant testing, emergency response.
- Contract management and Administration – including Programme Management, Reporting, Risk, Health and Safety, Quality and Environmental Management, Traffic Management and Emergency Response and Recovery Management.
- Customer liaison.
- Data collection and management – the collection, recording and analysis of asset data, including as-built drawings, to support asset management.
- General investigations.
- Leak detection.
- Capital renewals – non-exclusive.

4.2 Estimated value

4.2.1 Annual Cost/s

The budget for the existing contracts is approximately \$10.0M per annum. Wastewater and Stormwater represents approximately \$4.5M (incl. \$1.2M renewals) and Water \$5.5M (incl. \$3.0M renewals).

With a proposed increase in capital renewals to be incorporated within these contracts (Wastewater/Stormwater \$1.2M to \$2.0M and Water \$3.0M to \$5.0M), an allowance for cost fluctuations and minor changes to this scope, including the emphasis on local involvement, **an estimate of \$13.5M per annum is reasonable for the proposed contract/s.**

4.2.2 Contract Term/s

Excluding indexing over the term, expected to be 10-years, the total value of the contracts is \$135,000,000

The proposed increase in capital delivery and the cost fluctuations are the two biggest drivers of the estimated increased contract value.

4.3 Financial/Budget Considerations

The budget for this procurement is allocated within the current Long-term Plan (LTP) for years 1-3 under the respective maintenance contracts budget lines. The existing budget values are set to cover the costs associated with the current contracts plus the proposed increases to the capital programme. If the operational portion of the contacts comes in higher than that estimated in the LTP year 3, an adjustment to the year three annual plan may need to be made. The long term cost of the contracts will need to be reflected in future LTPs .

4.4 Specification & KPIs

Services being procured are outlined in the earlier **scope** section of this procurement plan.

Detailed specifications and KPIs will be developed as part of the RFP documents.

The appointed contractor/s must be suitably qualified and experienced, and who also share WDC's vision and commitment to our core values

4.5 Improvements

Several improvements to the current contract provisions have been identified which would be applicable regardless of the preferred service delivery model.

Category	Improvement	Impact
General	<p>Resilience and continuity – ensuring capacity and capability to respond</p> <p>Forward work programme – the ability to plan and deliver a larger renewals programme</p> <p>Providing for flexibility with outcomes of Local Waters Done Well</p> <p>Better alignment with asset management to improve future planning</p> <p>H&S requirements including traffic management to be updated and compliant</p> <p>A drive for continuous improvement</p> <p>Appropriate and accurate reporting to support overall contract delivery against budgets, specifications, and KPIs</p>	A compliant and fit-for-purpose contract, delivering an activity that meets the needs of our communities
Collaboration	<p>A contractor/s that take ownership of the network/s and works with Council in a collaborative manner</p> <p>To be linked to KPIs and KRAs that drive performance and allow for continuous improvement and flexibility</p>	Support best for network outcomes through collaborative relationships better enabling efficiencies in delivery
Performance	<p>Review performance frameworks for KPIs and measurable targets</p> <p>In-house team to be adequately resourced to be able to manage these contracts</p> <p>Allocation of renewals and minor capex. eg: a contract that has some capex work undertaken by the contractor as of right and some based on performance</p>	Will support and drive continuous improvement
Form of Contract	<p>Lump sum vs measure and value – to be assessed as the contract is developed</p> <p>Move to a model of more proactive works and less reactive works</p>	<p>Will provide price certainty and reduce price risks to both parties</p> <p>Longer term network efficiencies and potential cost savings</p>
Reporting & Systems	<p>Appropriate and transparent reporting</p> <p>Integrated systems</p>	Improved performance monitoring and transparency
Technical Specs	Updated technical specifications particularly with data records	A fit-for-purpose contract
Supporting local	Local contractors to be supported through the main contractor/s as sub-contractors	Supports the local economy

Some minor capex and renewals awarded separately to the maintenance contract on a competitive basis and to a scope/complexity that will support local interest

Grows local capability

4.6 Procurement objectives

The objectives for this procurement are as follows:

- Ensure that the procurement process is undertaken in a fair, open, and transparent manner.
- Deliver value for the residents and ratepayers of Whangarei District Council (WDC).
- Ensure that the procurement process is, in accordance with, the WDC's procurement policy.
- Adhere to strategic outcomes defined for WDC in their Long-Term Plan.
- Encourage local market involvement, development, and sustainability where appropriate.
- Gain industry input and ensure best practices and innovation are incorporated into the new contract/s.
- Incorporate and/or be mindful of central government announcements on water reforms (Local Water Done Well), anticipated to be released during the RFP documentation development stage.

4.7 Delivery Models

This analysis explores the potential advantages of different operational delivery models for Whangarei District Council's Water Services Operations & Maintenance (O&M) reticulation contracts.

These contracts are currently divided into:

- CONTRACT-16080 (Waste & Drainage)
- CONTRACT-14032 (Water)

4.7.1 Options Analysis

Delivery Model	Benefits/Considerations
Status Quo (Separate Contracts) Contract 1: Wastewater & Stormwater Contract 2: Water	- Maintains alignment with existing in-house organisational structure - Preserves clear separation between drinking water and waste services, supporting strong water quality and hygiene protocols - Allows specialised expertise in each area - Encourages healthy competition and redundancy through multiple contractors - Reduces risk through distributed service delivery - Simplifies contract management due to familiar structure - Supports local contractor participation due to manageable contract sizes and potential cost saving due to lower cost operating model - Provides flexibility in contract renewal timing - Maintains established relationships and operational knowledge and operational performance – Provides improved focus and capability during emergency and inclement situations.
Combined 3-Waters Contract (Possibly as separable portions)	- Achieves some economies of scale in purchasing, equipment, and administrative functions - Enables comprehensive system integration and unified asset management - Encourages potential for larger investments in innovation and technology - Streamlines communication and reporting through a single point of contact - Standardises procedures across all water services – Potential to reduce administrative overhead and contract management complexity - Enables strategic partnerships with specialists while maintaining unified oversight - Potentially creates opportunities for integrated planning and system optimisation.

Delivery Model	Benefits/Considerations
Three Separate Contracts Contract 1: Wastewater Contract 2: Stormwater Contract 3: Water	- Maximises competition by offering multiple market opportunities - Allows for highly specialised expertise in each water domain - Provides the greatest flexibility in contract timing and renewal - Encourages participation of smaller, specialised contractors - Enhances performance monitoring for each service - Reduces risk through distributed service delivery - Allows for customised service levels for each water type - Ensures clear accountability for specific service areas - Enables strategic alignment with other infrastructure services (e.g., roading)
Water & Wastewater Combined Contract 1: Water & Wastewater Contract 2: Stormwater	- Balances operational efficiency with risk management - Aligns with potential future Council/CCO model requirements - Creates synergies between related treatment processes - Maintains separate focus on flood management and drainage - Enables shared resources for underground infrastructure - Enhances emergency response efficiency for piped networks - Supports an integrated approach to water quality management - Maintains contract sizes suitable for market competition - Encourages innovation in water cycle management

As all options offer potential benefits and advantages, and some contractors may be limited to tender on some of the options it is proposed to keep the procurement method broad throughout the tendering process. This will allow the final contract structure to be aligned to the tender or tenders that offer the best overall package to WDC.

4.8 Procurement Method

4.8.1 Price Quality

The proposed procurement process follows a two-stage approach **Price Quality Method (PQM)**, combining an Expression of Interest (EOI) phase focused entirely on quality attributes with a subsequent Request for Proposal (RFP) phase emphasising price competitiveness. This methodology ensures both service quality and cost-effectiveness while maintaining a transparent and fair selection process.

4.8.2 Evaluation

The initial EOI stage evaluates potential suppliers solely on quality attributes (100% weighting), examining factors such as technical capability, relevant experience, track record of delivery, organisational capacity, health and safety, environmental management, innovation and continuous improvement, risk management, continuity and incident planning, and customer focus. This quality-focused evaluation enables the identification of suppliers who demonstrate the highest capability to deliver the required services. Following a thorough assessment, a shortlist of the highest-scoring suppliers is invited to participate in the RFP stage.

The RFP stage introduces price as the primary consideration while carrying forward the quality scores from the EOI phase. Specifically, 30% of each supplier's original EOI quality score is retained and combined with their price submission, which accounts for the remaining 70% of the final evaluation. This weighted approach results in a final quality-to-price ratio of 30:70, striking a balance between service quality and cost-effectiveness. The retention of quality scores ensures that superior technical capability and experience continue to influence the final selection, while the emphasis on price promotes competitive pricing and value for money.

This two-stage methodology offers several advantages over a single-stage process. It reduces the initial resource burden on potential suppliers by allowing them to demonstrate their capabilities before developing detailed pricing proposals. Furthermore, it ensures that only

suppliers who meet the minimum quality threshold proceed to the pricing stage, thereby optimizing the evaluation process and increasing the likelihood of selecting a supplier who can deliver both quality and value.

Weightings will be confirmed as part of the EOI development processes and will be tailored to encourage bids that balance quality and cost-effectiveness, align with our long-term objectives, and provide the best overall value.

4.9 Procurement Milestones

A detailed project outline and GANTT chart is attached, with the key milestone activities and dates shown below:

Milestones	When
Procurement plan approval by Council	Feb-25
Documents and schedules development	Jan/Feb-25
Prepare EOI documentation	Mar-25
EOI process in-progress	Mar/Apr-25
Evaluation and short-listing	Apr-25
Contract documentation refinement	May-25
ECI briefings	Jun-25
RFP tender process in-progress	Jun/Jul-25
Evaluation	Aug-25
Tender recommendation report to Council	Sept-25
Final contract development and negotiation	Oct/Nov-25
Contract Award	Dec-25
Transition	Jan/Jun-26
Contract commencement	Jul-26

4.10 Summary

Council approval of this Procurement Plan is sought to procure the operational and maintenance services for our water, wastewater, and stormwater reticulation networks.

The key components of this Plan are:

- A 10-year contract term that provides an optimal balance between operational stability and risk management, enabling contractors to implement meaningful asset management

practices across multiple maintenance cycles while depreciating major equipment investments and setup costs. This timeframe allows operators to develop deep network knowledge, establish efficient work practices, and build comprehensive asset condition data, while also providing sufficient duration to manage seasonal variations and climate cycles effectively. This duration also aligns well with infrastructure lifecycle management, providing enough time to demonstrate the effectiveness of maintenance strategies while maintaining competitive tension and flexibility to adapt to changing conditions.

- The budget for this procurement is allocated within the current Long-term Plan (LTP) under the respective maintenance contracts budget lines. The existing budget values are set to cover the costs associated with the current agreements. Any changes to these budget values associated with this new procurement, including ongoing cost fluctuations, will be sought through a separate budget process.
- This Plan includes several gateposts for seeking Council approval. These include the approval of this procurement plan, the recommendation at the conclusion of the RFP tender process, and the contract award.

5. Significance and engagement / Te Hira me te Arawhiti

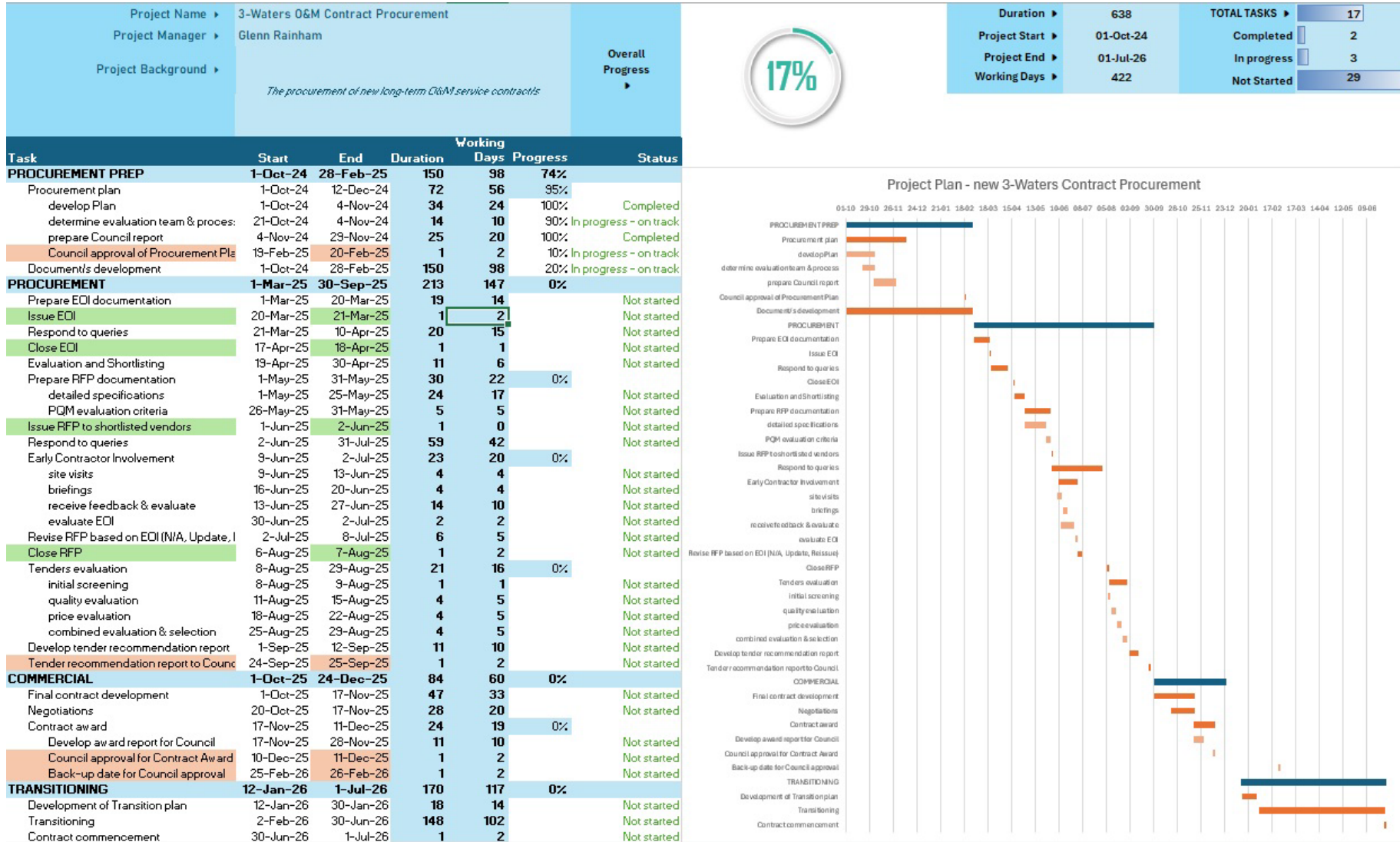
The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website or Council News or Facebook or any other channel you currently use to inform customers – please also advise Communications.

6. Attachments / Ngā Tāpiritanga

Attachment1: Procurement Programme GANTT

Attachment 2: Improvements from KPI review

Attachment 1



Attachment 2

Improvements from recent review

Category	Improvement	Impact
General	Resilience and continuity – ensuring capacity and capability to respond	A compliant and fit-for-purpose contract, delivering an activity that meets the needs of our communities
	Forward work programme – the ability to plan and deliver a larger renewals programme	
	Providing for flexibility with outcomes of Local Waters Done Well	
	Better alignment with asset management to improve future planning	
	H&S requirements including traffic management to be updated and compliant	
	A drive for continuous improvement	
Collaboration	Appropriate and accurate reporting to support overall contract delivery against budgets, specifications, and KPIs	Support best for network outcomes through collaborative relationships better enabling efficiencies in delivery
	A contractor/s that take ownership of the network/s and works with Council in a collaborative manner	
Performance	To be linked to KPIs and KRAs that drive performance and allow for continuous improvement and flexibility	Will support and drive continuous improvement
	Review performance frameworks for KPIs and measurable targets	
	In-house team to be adequately resourced to be able to manage these contracts	
	Allocation of renewals and minor capex. eg: a contract that has some capex work undertaken by the contractor as of right and some based on performance	

7.1 Decision made under delegation during the 2024-2025 Christmas recess period – Council Security and Related Services

Meeting: Whangarei District Council
Date of meeting: 27 February 2025
Reporting officer: Emily Thompson (Manager Democracy and Assurance)

1 Purpose / Te Kaupapa

To note the decision related to Council Security and Related Services made under delegation during the 2024-2025 Christmas recess period.

2 Recommendation / Whakataunga

That Council notes the decision related to Council Security and Related Services made by the Chief Executive under delegation during the 2024-2025 Christmas recess period.

3 Summary

At its meeting on 12 December 2024, Council delegated authority for decision making during the 2024-2025 Christmas recess period. Any decisions made under this delegation to be reported to Council.

During the above period the following decision was made by the Chief Executive. The report informing the decision and the approval are located at Attachment 1 to this report. A brief summary follows:

1. Variation of Contract – CON18002 – Security and Related Services

This report authorized an increase to the Security and Related Services Contract (CON18002) by \$550,000.00 to increase the total contract spend to \$6,300,000.00 for the remainder of the contract.

Whilst the Council approved the increase to the Chief Executive's financial delegation to \$10million (excluding GST) for the period between the last scheduled Council meeting in December 2024 and the first meeting of Council or other relevant Committees in 2025, decision on contracts over the Chief Executive's usual delegation (\$3.5million GST excl) were to be in written consultation with the Chair of the Infrastructure Committee or the Mayor.

Chief Executive Simon Weston in consultation with His Worship the Mayor reviewed and approved the variation to the contract.

A further decision under delegation was made during the 2024-2025 Christmas recess period. This decision relates to legal proceeding and is reported on in the confidential portion of 27 February Council meeting.

4 Significance and engagement / Te Hira me te Arawhiti

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.

5 Attachment / Ngā Tāpiritanga

Attachment 1: CON18002 – Security and Related Services Contact Variation

Security and Related Service Contract Variation

Date:	17 December 2024
Reporting officer:	Edward Wotherspoon – Manager Business Support

1 Purpose / Te Kaupapa

To seek approval to vary the Security and Related Services Contract (CON18002) between Whangarei District Council and Caughey and Dignon Limited.

2 Recommendation/s / Whakataunga

1. That the CE and Mayor approve the increase in value of CON18002 by \$550,000 until contract expiry in April 2025.

3 Background / Horopaki

In 2019 Council completed a procurement process to appoint a contractor to provide a range of security and related services.

The services had previously been carried out by different contractors however, for efficiency, it was decided that the best service would be provided by one contractor under one contract.

The contract was awarded to Caughey and Dignon, trading as Northern Districts Security (NDS) who had previously carried out some but not all of the services. NDS have been providing an excellent service since May 2019. They are responsive and have effectively carried out all services.

Since the signing of the contract, there have been multiple additions to the contract as a result of escalating tensions in the community and within Council's office facilities and libraries. For example, the number of hostile incidents recorded, that have required security or related services intervention, have increased exponentially over this period.

4 Discussion / Whakawhiti kōrero

The contract signed with the supplier in 2019 agreed to a pricing structure and schedule of services which were applicable at that time. These figures were based on the initial RFT schedule, with the understanding of both parties that changes would be made during the implementation

stage of the contract. The contract was approved under CE delegated authority based on the initial schedule.

Subsequently there have been some significant additions resulting in the recommendation to approve a variation to the contract value.

New services not accounted for in the last variation include but have not been limited to:

- Camera 4Obscura Monitoring
- Abbey Caves Monitoring
- Putahi Park Monitoring
- New Whau Valley Dam Monitoring
- Night Guard for the Civic Precinct
- Duress Alarm Monitoring

On assessment of the contract claims over the last 8 months our current monthly spend is on average circa \$106,000.00. Using this figure to forecast out, it is anticipated that our current spend until the end of the contract will be \$6,252,000.00 vs an initial approved budget of \$5,750,000, showing a shortfall of just on \$502,000.00.

The recommendation to increase the contract by \$550,000.00 will increase the total contract spend to \$6,300,000.00 for the seven year term of the contract.

The current contract expires in April 2025 and it will be appropriate to re-test the market at this time with an open tender process. This procurement process is already in progress.

4.1 Financial/budget considerations

Security and related services are allocated and budgeted at the department level. In the event of unexpected costs or variations in security needs, as is the case now, departments will need to review their current budget allocations to determine where adjustments can be made to cover the expenses. This will involve reallocating funds from other areas or prioritising security expenses over other non-essential costs to ensure that the required level of service is maintained.

A careful review of services and costs through the upcoming procurement process will be crucial to ensure an appropriate budget is set for the next contract. It is also crucial that decisions made in Council immediately consider and recognize the financial impact of those decisions with budgets adjusted at the time to prevent another situation like this.

4.2 Policy and planning implications

N/A

4.3 Options

1. Approve the requested variation; or
2. Significantly reduce services to remain in budget

4.4 Risks

1. Council not being able to meet its financial obligations for services rendered
2. Security and related services being reduced, potentially posing risk to members of the community and property

5 Significance and engagement / Te Hira me te Arawhiti

5.1 Significance

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy.

5.2 Engagement

N/A

6 Attachments / Ngā Tāpiritanga

Nil

Report Author Manager Business Support

Edward Wotherspoon
Manager Business Support

Decision made under delegation during the election period

Council at its meeting on the 12 December 2024 increased the Chief Executive's financial authority to \$10million (excluding GST), for the period between the last scheduled Council meeting in December 2024 and the first meeting of Council or other relevant Committees in 2025. Any contracts over the Chief Executive's usual delegated authority (\$3.5million excl GST), be in written consultation with the Chair of the Infrastructure Committee, or the Mayor.

The reason that this decision is to be made under this delegation is that there are no further Council Meetings in this calendar year and for continuity of service immediate action is required.

This report will be presented to a council meeting for information as soon as practicable.

For clarity, the following decision has been made under this delegation by the Chief Executive and the Mayor.

The Chief Executive and Mayor:

Approve (insert decision)

Signed By:

Signed By:



S Weston
Chief Executive Officer
Whangarei District Council

His Worship the Mayor

Dated this: 20/12/24

Contacted Cr Halse @ 1:43p - 20/12/24
ok with extension

Contacted Cr Youvan @ 1:45p - 20/12/24
ok with extension.

ALL DISCUSSION WITH Cr Halse & Youvan Done
Via Phone in HWDC office.


20.12.24

7.2 Placemaking Programme Update – February 2025

Meeting: Whangarei District Council
Date of meeting: 27 February 2025
Reporting officer: Claudia Gonzales Pino (Strategic Planner)

1 Purpose / Te Kaupapa

To update the Council on the development process of the Raumanga and Otaika Placemaking Plan and present feedback received from the first round of engagement.

2 Recommendation / Whakataunga

That the Council:

1. Notes the report and Attachment 1 Raumanga and Otaika Placemaking Plan – 1st Round of Engagement Feedback Report.

3 Background / Horopaki

On 19 September 2024, the Strategy, Planning & Development Committee approved the decision to make Raumanga Otaika the next location for the Placemaking Plan for the period of 2024-2025¹.

The Placemaking Programme aims to create a series of place-based spatial plans for the district's communities previously identified as growth nodes. The Placemaking Plans are intended to guide the way our communities will change, grow and develop over the next 30 years.

4 Discussion / Whakawhiti kōrero

For the Raumanga and Otaika Placemaking Plan, the process to develop the plan will consist of four stages with three (3) rounds of community engagement:

- Stage 1 – Preliminary analysis – *Completed*
- Stage 2 – Constraints & opportunities,
 - o 1st Round of Engagement on issues and aspirations – *To be completed with the presentation of the Feedback Report*
- Stage 3 – Set direction, development of the strategic framework and proposals for key areas of focus
 - o 2nd Round of Engagement on strategic framework, options and key areas of focus
- Stage 4 – Drafting and development, includes feedback analysis and draft writing
 - o 3rd Round of Engagement to get feedback on the Draft Raumanga and Otaika Placemaking Plan

¹ [eSCRIBE Agenda Package](#)

The purpose of the first round of engagement was:

- Inform the community that Council is working on the development of the Raumanga and Otaika Placemaking Plan
- Provide an overview of the overall community engagement process and how the community can be involved
- Gather information to develop the vision and values that will guide the plan
- Hear about current local issues the community would like to address and positive aspects the community would like to retain and emphasise.

The responses received during the first round of community engagement have been useful. Placemaking Team would like to extend their gratitude to everyone who has taken the time to respond and provide feedback. In particular, the members of the Raumanga Community Roopu and the staff of the Raumanga Kindergarten for their help in reaching out to the community.

Staff have developed the report: Attachment 1 Raumanga and Otaika Placemaking Plan – 1st Round of Engagement Feedback Report.

The report provides a summary of the process to invite feedback through the 1st round of engagement (held between the 20 December 2024 and 20 January 2025) and the feedback received.

A compilation of the raw responses to the survey and other feedback received is available for the Elected Members on request. This feedback and the Feedback Report will also be available to the public on Council's website.

4.1 Financial/budget considerations

The development of the Raumanga and Otaika Placemaking Plan is resourced through the operational budget of the Strategic Planning department. The Raumanga and Otaika Placemaking Plan is expected to require close to \$100,000 due to the complexity of the issues and significant projects expected in the area. Accordingly, this has been forecasted for.

4.2 Policy and planning implications

The Placemaking Plans are non-statutory documents. They are intended to inform and support future iterations of the Future Development Strategy, District Plan review/changes, any policy and planning work, the development of the Long Term Plan and budget decisions. Importantly, they also inform and influence resource consenting processes, private landowner and investor actions, central government agency responses and other decisions for local areas.

5 Significance and engagement / Te Hira me te Arawhiti

The matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via agenda publication on the website or Council News. The plan development process includes two more rounds of community engagement therefore the public will continue to be informed of this project.

6 Attachments / Ngā Tāpiritanga

Attachment 1 Raumanga and Otaika Placemaking Plan – 1st Round of Engagement Feedback Report.

Raumanga and Otaika Placemaking Plan –1st Round of Engagement

Feedback Report

February 2025

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1 First Round of Engagement - overview

The Placemaking Plans are a collaborative planning process. Engagement and support from the community, tangata whenua and key external stakeholders are critical factors to the success of the project.

For the Raumanga and Otaika Placemaking Plan, the process to develop the plan will consist of four stages with three (3) rounds of community engagement

- 1st Round of Engagement on issues as aspirations
- 2nd Round of Engagement on strategic framework, options and key areas of focus
- 3rd Round of Engagement to get feedback on the Draft Raumanga and Otaika Placemaking Plan

The purpose of the first round of engagement was to:

- Inform the community that Council is working on the development of the Raumanga and Otaika Placemaking Plan
- Provide an overview of the overall community engagement process and how the community can be involved
- Gather information to develop the vision and values that will guide the plan
- Hear about current local issues the community would like to address and positive aspects the community would like to retain and emphasise.

The first round of community engagement consisted of:

- An online survey available on WDC's 'have your say' webpage
- Printed copies of the survey:
- Provided to local shops (Otaika Pharmacy and Four Square), at the Student Hub in the NorthTech Campus, at the Raumanga Kindergarten and to members of the local community groups; and
- Available at WDC customer centres: Te Iwitahi, Central Library and iSite.
- An engagement exercise at the 'Picnic at the Park' event organised by the Raumanga Community Roopu and held on 18 January 2025
- An engagement exercise organised by the Raumanga Kindergarten teachers called "What do we want to see in our community?"¹ (see Poster 2 below)

The responses received during the first round of community engagement have been useful and the Placemaking Team would like to extend their gratitude to everyone who have taken the time to respond and provide feedback. Thank you to the members of the Raumanga Community Roopu and the staff of the Raumanga Kindergarten for their help in reaching out to the community.

1.1 Responses in brief

In the survey (online and in paper), Council asked four key questions. These are reported on in Sections 2.1. and 2.2. of this report.

- Section 2.1 covers the first question about people's vision or long term aspiration for Raumanga and Otaika.
- Section 2.2 summaries the questions asked of people about what they like, what Raumanga and Otaika could benefit from, places people use a lot or conversely, they tend to avoid, and any other issues within the community. This is referred to as "preferences" to encompass people's thoughts for these areas.

Overall, 111 responses were received to both the online survey (68 responses) and paper surveys (43 responses). Additional feedback was gathered at the Picnic at the Park community event –on 18 January, as well as from parents from the Raumanga Kindergarten. Posters 1 and 2 below show the responses from these extra activities. Two members of the public shared general comments and suggestions via email.

¹ This was an initiative from the kindergarten staff who invited parents to write down their thoughts on the future of Raumanga and Otaika. See Poster 2.

Poster 2: Responses from the parents from the Raumanga Kindergarten to the question: What do we want to see in our community?

Council is seeking feedback from the Community for their 30 year development plan. What do we want to see in our Community?

Did something happen in the past, and is this why Raumanga struggles? How can we uplift the wairua of Raumanga? #to thrive! -do we need to get local hapu / iwi involved?? -

* Tai Chi for our Oldies

Better shopping area!

Better controls/ ~~on rate payers~~ transparency with spending rate payers money - value for money.

A Supermarket.

A book being created with local stories / purakau

Community Events
- like movies
- concerts
- sausage sizzle

* NO TAGGING!

A youth centre
safe place for kids to get chill
- Oranee Edwards.

Art within the community
retelling / connected to local stories / hapu / purakau
- how Raumanga got its name.

* Community Swimming Pool. ✓✓

* Gardening Hub
A space where community can get free gardening materials eg: soil, compost

* Big Pataka Shed
- opened at certain times


* Can we have access to council compost / mulch

A community Hub
- with access to support services
- a space for youth
- a space for community to have a cuppa tea / cake eg: elderly mingle space.

Rubbish bins in public spaces.
Litter is becoming an issue!

Safer access to shops
- its dangerous!

Tell us what you like and what needs improving
Visit www.wdc.govt.nz/HaveYourSay to complete a short online survey by 20 December 2024



Question or comments - placemaking@wdc.govt.nz

Develop Community Garden, improve access to healthy kai options and recreation/nature. Improve pathways, put up signage for shared path & increase access to Maunua. Connect Raumanga to Maunua via Road and walking path. Build a bridge to the hospital. Redevelop the park near the I-site. Zone new Community Shops area. Show some respect to the Kiorerua Cemetery and create access. Develop Covenanted Land along Taurua St and manage the weeds. Historical Plaques + installations to celebrate the Culture & History. Consider the speed of gentrification in the area.
- Jonathan

2 Summary of feedback received

2.1 Vision

The table below lists the count of key words used when responding to the question,

What is your vision for Raumanga and Otaika in the next 30 years? What kind of place should it be?

Key words	Tally ²
Family friendly – whanau focussed – space to bring family together	27
Safe place	22
Resilient and connected community, particularly for vulnerable community members (such as children)	9
Welcoming place	6
Clean	6
Exciting – desirable place to live – enhance Raumanga as a nice place to visit – colourful and vibrant – beautification and unity	5
Healthy – caring – thriving community – calm – fun – happy	3

Based in the responses the following is a first draft of the vision and values that will guide the Raumanga and Otaika Placemaking Plan.

“A place for everyone. A place for whānau, that can be enjoyed safely by tamariki, rangatahi and kaumātua. A place that cares for its residents and celebrates its history and is welcoming, friendly and safe.

Raumanga and Otaika are exciting and desirable places to live, with strong community networks and values”.

Engagement over this vision will continue to further refine it and garner support and adoption from the community.

2.2 Preferences

In the survey people were asked about places, spaces and venues that they preferred or avoid, as well as to indicate any problems or issues. They were also asked for suggestions on how to address any of the issues reported.

Thus, the responses have been classified by:

- ‘Like’ for those places/areas/spaces that people prefer
- ‘Dislike’ for areas people tend to avoid or visit less due to different issues. Issues raised include the perception of safety or accessibility issues, among others
- ‘Want’ for the suggestions receive on how to improve specific places or tackle the issues raised

Overall, the feedback received has been classified in eight categories. Figure 1 below shows the proportion of mentions under the different categories.

² Not all respondents to the survey answered the question about their vision for Raumanga and Otaika, hence why the tally does not match the number of responses received.

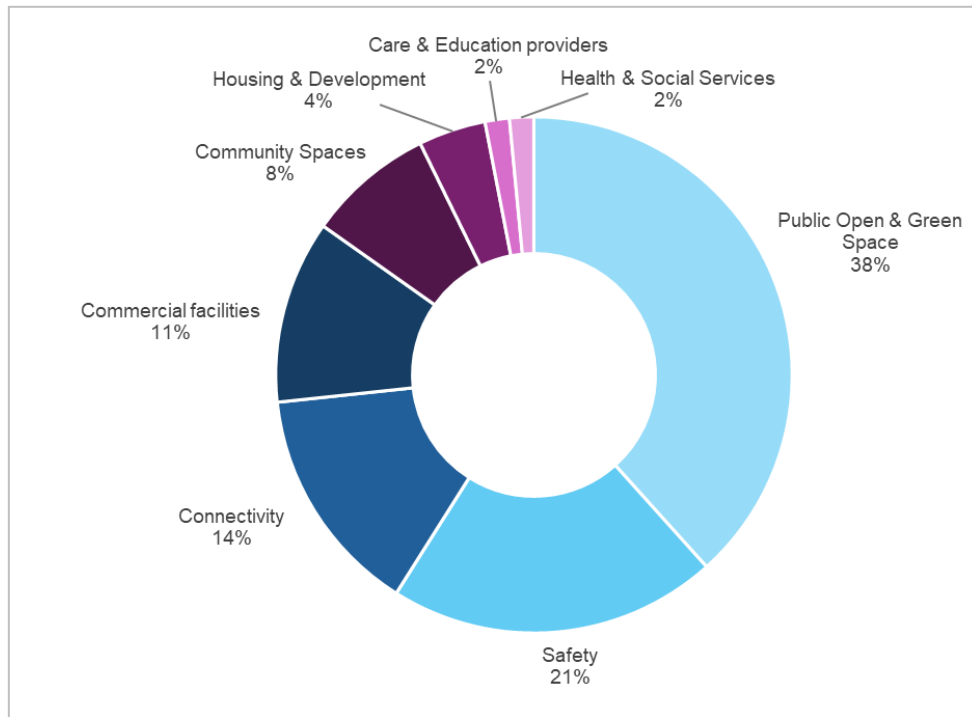


Figure 1: Pie chart of the categories (percentage of mentions)

Map 1: Key Places and Perceptions below indicates those places and spaces that were mentioned the most in the survey responses.

These areas include:

- The Raumanga Falls and Reserve and Tarewa Park
- State Highway 1- SH1
- The Otaika Rd Shops
- The Light Industrial area
- All parks and reserves
- The vacant lots (greenfield land) in Fairburn St
- Otaika Sports Park

The pie charts provide an overview of the feedback received related to these areas, categorised as 'like', 'dislike' and 'want'. Further details on the feedback received is provided in the following sections.

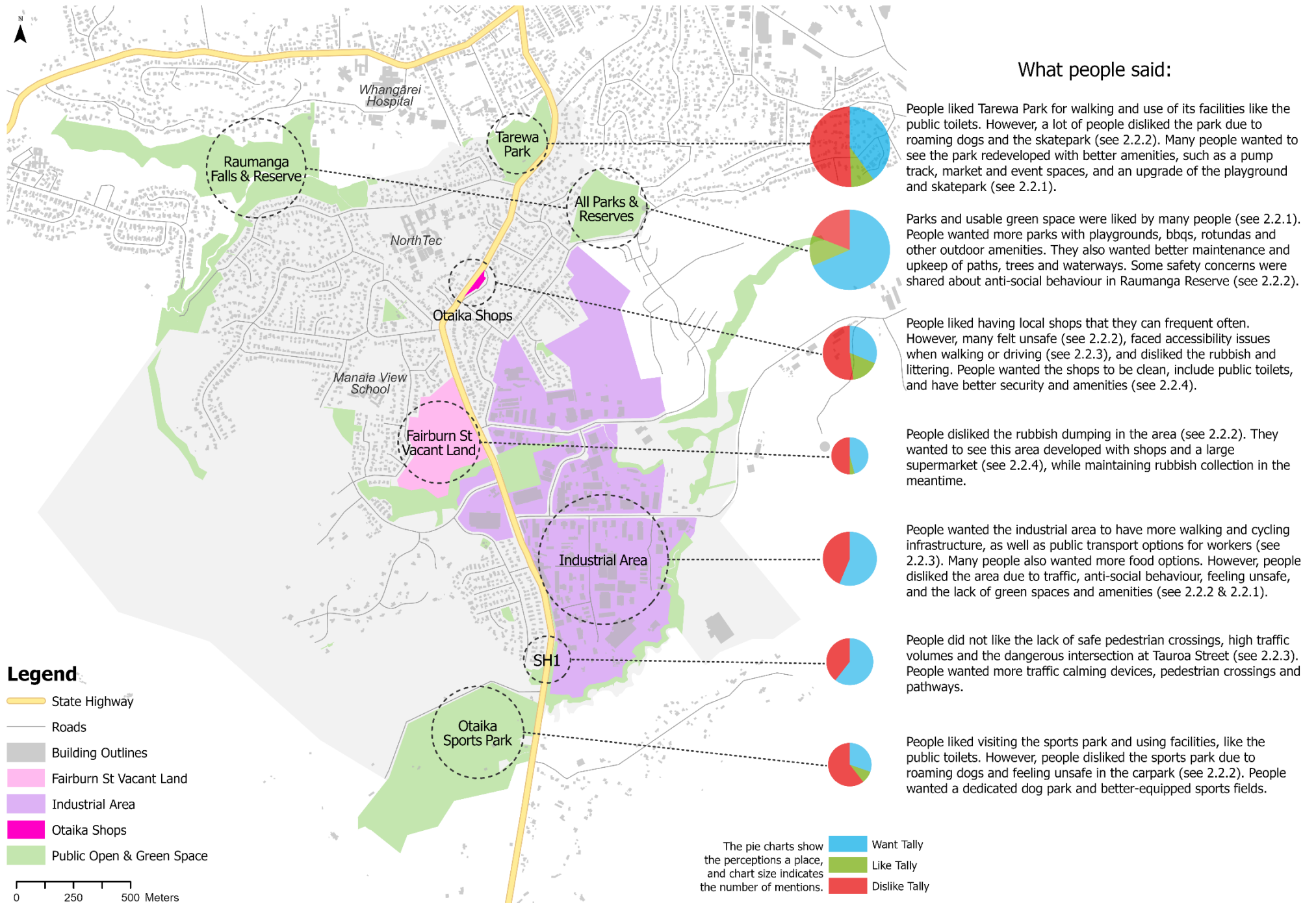


Figure 2: Map of key places and perceptions from survey responses

2.2.1 Public, open and green spaces

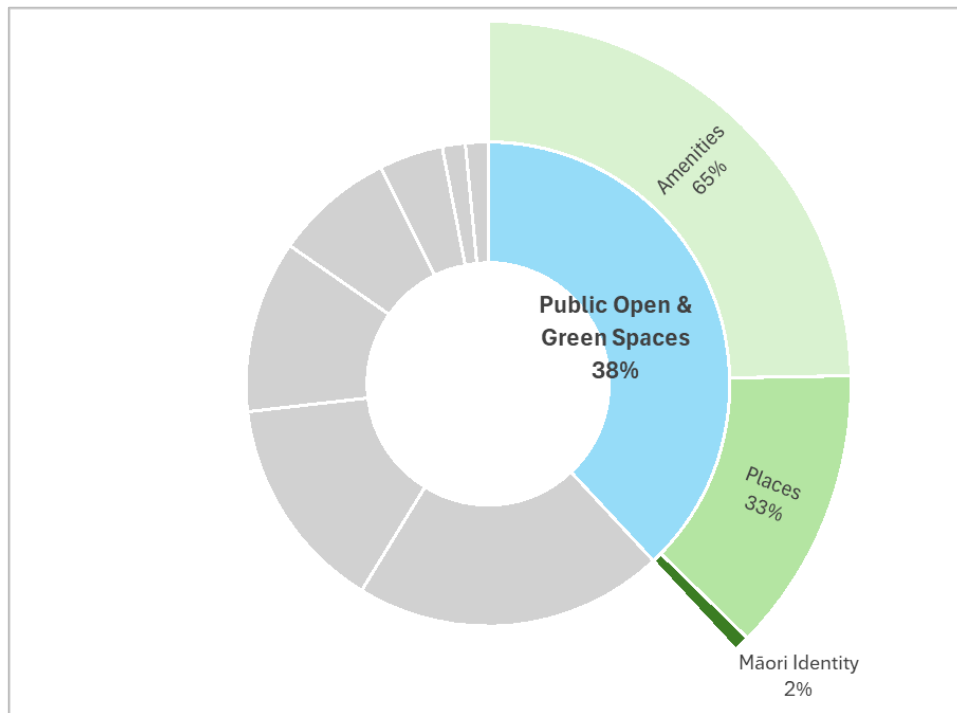


Figure 3: Pie chart of sub-categories for Public Open & Green Space

The **Raumanga Reserve** – the park, falls and the shared path – **Tarewa Park** and the **Otaika Sports Park** are among the most popular public, open or green spaces among the respondents. When stating their preference for these places respondents remarked on the amenities like usable green spaces, playgrounds and public toilets³.

Respondents seek the following outcomes for the public, open and green spaces in Raumanga and Otaika:

- A bike/pump park⁴ - both for bicycles and motorbikes - and a skatepark. The bike/pump track is seen as an alternative safe space for motorbike riders where information on safety can also be provided.
- More sport areas, including outdoor gym equipment, lit sport courts and sporting events. A new stadium.
- A better entrance to the city: a welcoming feature at the entrance of town, pathways into city and a welcome sign.
- Community gardens, māra (community garden based on Māori tikanga).
- Improvements to the accessway to the swimming holes in the Raumanga Stream. A water park by the Raumanga Falls or Tarewa Park.
- Public areas suitable for community events: night markets, food trucks, circus, markets, events for kids and celebratory events for cultural celebrations (e.g. Christmas, Waitangi⁵, Matariki).
- A respectful improvement to the Kioreroa Cemetery that allow it to be used as a passive recreation space (e.g. public square).

³ The new playground and public toilets at the Raumanga Reserve opened near the end of December while the survey was live.

⁴ Specific suggestions for a BMX track were received in paper survey responses – PAPER13, PAPER32, PAPER36 and PAPER38

⁵ From paper survey response – PAPER7

- Beautification of public and open spaces with flower gardens⁶, art displays and feature walls⁷ to showcase local artists and Māori arts⁸.
- Improvements to the public realm through wayfinding infrastructure, the restoration of the Te Reo names of places and signage in key locations to showcase the Māori history of Raumanga⁹.
- Community gardens are suggested as both community spaces but also for the provision of affordable fruits and vegetables to promote healthier diets and wellbeing. Respondents also suggested food pantries¹⁰ and the planting of fruit trees in road berms and local reserves.
- The restoration of features that used to be found in the local reserves like frisbee golf courses¹¹ (Raumanga Reserve) and hedge maze gardens¹² (Tarewa Park)
- The installation of shade sails, picnic tables and BBQ facilities (*"like those in the Town Basin"*¹³) next to playgrounds in public reserves.

Responses provided from employees who work in the light industrial area highlighted the lack of public spaces in the area for people to hang out at on their time off¹⁴.

2.2.2 Safety

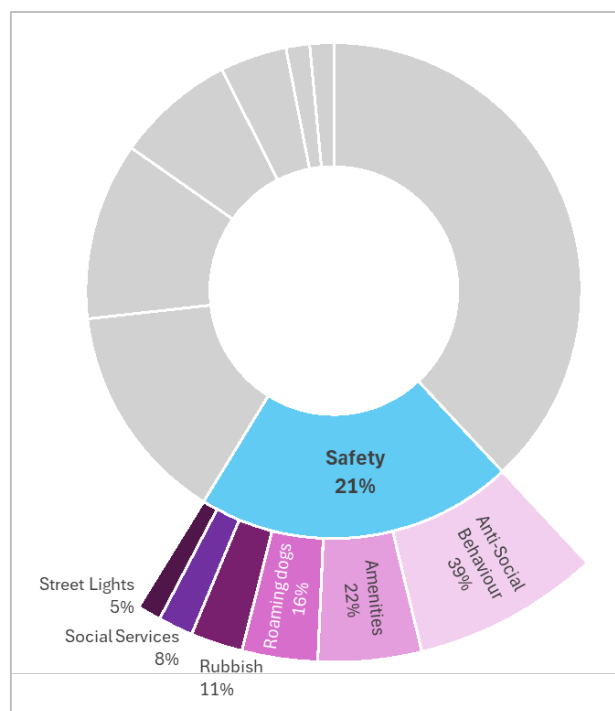


Figure 4: Pie chart of sub-categories for Safety

Safety is consistently a message across the different questions and feedback types. Anti-social behaviour was reported by multiple respondents contributing to concerns over safety. The reported anti-social behaviour is related to:

- Car speeding/racing
- Burnouts, which generates noise and fumes
- The use of dirt bikes in local roads and parks
- Roaming/menacing dogs

⁶ From paper survey response – PAPER7

⁷ From Email 2 and online survey response – PLACEMAKING68

⁸ From online survey response – PLACEMAKING85

⁹ From online survey response – PLACEMAKING85 and PLACEMAKING69 and Poster 2

¹⁰ From paper survey response – PAPER1

¹¹ From paper survey response – PAPER21 and Poster 2

¹² From online survey response – PLACEMAKING22

¹³ From paper survey response – PAPER19

¹⁴ From online survey response – PLACEMAKING74

- Dumping of rubbish in public places – specifically in large empty lots
- Lack of streetlights particularly along the shared path

Solutions mentioned by the community include speedbumps or other traffic calming features (road/traffic islands), more frequent rubbish collection in places where rubbish dumping occurs, additional streetlights (along the shared path, in key reserves, parks and at the shops) and a local police station or local wardens in the area.

Proposed solutions to the issues arising from the use of dirt bikes in local roads include the provision of a designated space for this practice (“*dirt bike tracks*” - see Section 2.1) and for the provision of information on safety around motorcycles¹⁵.

In relation to roaming/menacing dogs, information, education and key features (rubbish bins and free poo bags) were suggested as a different approach to animal management (as opposed to more punitive measures).

The presence of homeless people (car dwellers) in public car parking areas were also indicated as deterrents for people visiting public places (Tarewa Park¹⁶, Otaika Sports grounds¹⁷).

2.2.3 Connectivity

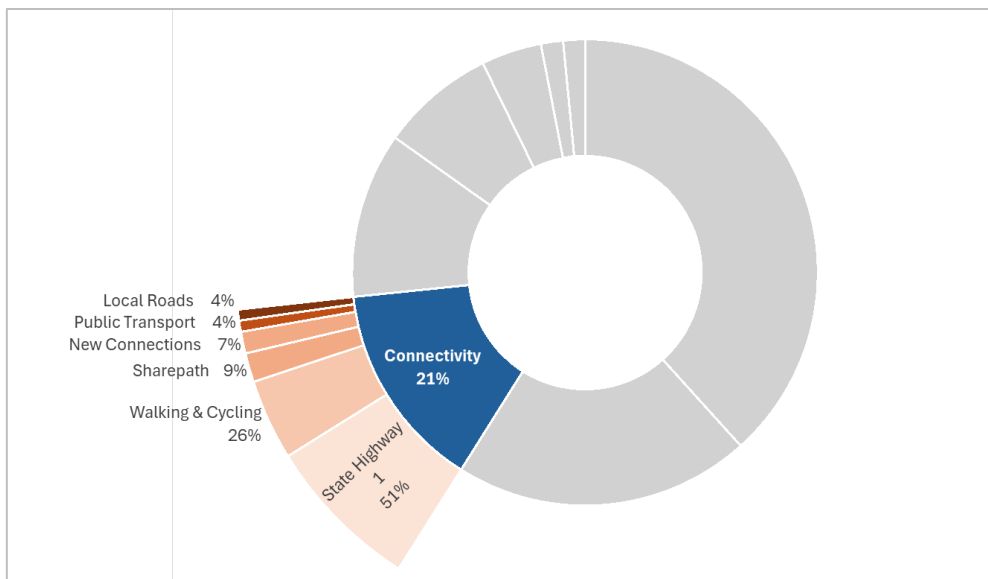


Figure 5: Pie chart of sub-categories for Connectivity

The feedback received in relation to connectivity focuses around 4 key topics: State Highway 1 (SH1), walking and cycling infrastructure, public transport and local roads.

Issues raised in relation to SH1 include:

- The lack of safe pedestrian crossings – which results in issues like safety and lack of accessibility for people with disabilities¹⁸
- The poor state of the footpaths and shared path along SH1¹⁹
- The improvement of the intersections of SH1 and Raumanga Valley Road, Murdoch Crescent, South End Avenue, Tauroa Street and Rewa Rewa Road. The right-turn at any of these intersections is reported as dangerous²⁰

¹⁵ From paper survey responses – PAPER2, PAPER3 and PAPER5

¹⁶ From online survey response – PLACEMAKING49

¹⁷ From online survey response – PLACEMAKING4

¹⁸ From online survey response – PLACEMAKING68

¹⁹ From online survey response – PLACEMAKING16, PLACEMAKING77

²⁰ From online survey response – PLACEMAKING19, PLACEMAKING71, PLACEMAKING72, PLACEMAKING88

Improvements suggested including improved pedestrian crossings and traffic calming infrastructure to aid with safety. Roundabouts or traffic lights at the intersections with local roads²¹. And safe walking and cycling infrastructure along and across SH1 are also mentioned.

Respondents reported the poor state or complete lack of walking and cycling infrastructure, resulting in a perception of danger and limiting mobility. The reduction of car dependency²² is proposed by community through:

- Improvements to the walking and cycling infrastructure along the local roads
- Improvements to accessibility for elderly and vulnerable people – wheelchair accessibility
- Walking and cycling infrastructure in the light industrial area to access the area, to move within the area and to access the shops opposite SH1
- Pedestrian traffic lights on busy roads

The respondents highlighted a lack of road connections within distinct areas of Raumanga and Otaika (e.g. connecting the light industrial area and food and retail facilities on Tauroa St) and connections to the adjoining suburbs.

Suggestions include a new connection between Raumanga and Maunu, between Raumanga and the Hospital (through a local road and shared path), better walking connections between the city centre and the Kotata Heights subdivision (Otaika).

In relation to public transport, suggestions include the provision of bus stop shelters and a general improvement of the current service²³ – “*better, faster and running 7-days till late*”²⁴.

2.2.4 Commercial facilities

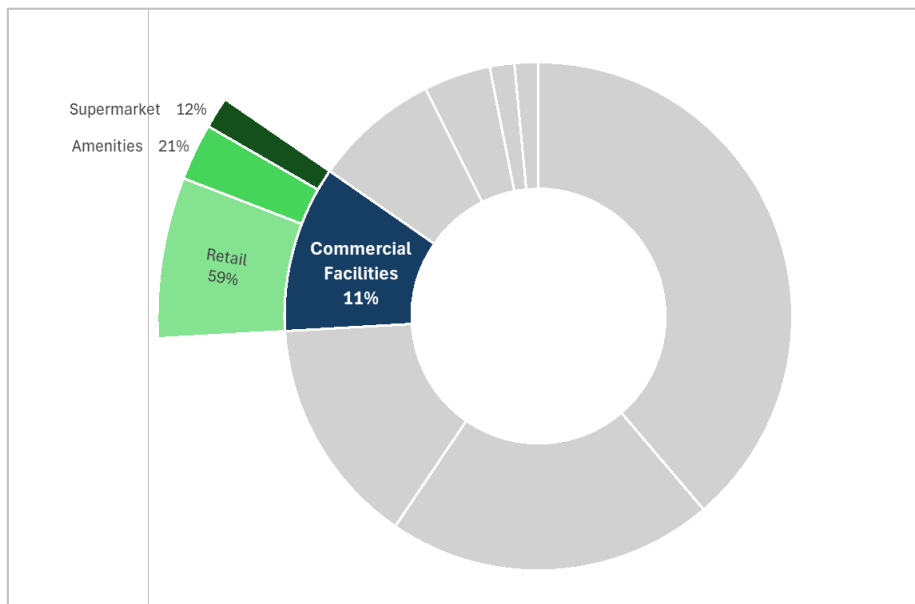


Figure 6: Pie chart of sub-categories for Commercial Facilities

The **Otaika Rd shops** are important to the local community as they are the only local shops. The feedback received is positive in relation to the products and services provided – grocery shop, chemist, post shop. However, several issues were raised in relation to access to the shops (particularly for those who have to go across State Highway 1) and perceived safety. Both issues are further discussed in the Safety and Connectivity categories.

The shops and fast food establishments in **Tauroa St** are also relevant to the community. In relation to these shops, matters raised included the lack of pedestrian links with the surrounding

²¹ From online survey response – PLACEMAKING89

²² From online survey response – PLACEMAKING74, PLACEMAKING76 and PLACEMAKING77

²³ From online survey response – PLACEMAKING75 and PLACEMAKING77

²⁴ From online survey response – PLACEMAKING69

areas, mainly the area opposite SH1. As stated by the employees who work in the light industrial area the lack of walking connections reduces the frequency with which they visit these facilities²⁵.

The establishment of more commercial facilities within the Raumanga and Otaika areas were seen as potential employment opportunities for local residents within walking distance to residential areas and schools²⁶. Other commercial facilities that people would like to see in the area include:

- An additional retail shopping hub – suggestions include a butcher, dairy/convenience shop, bakery, hairdressers/barber and a laundromat.
- Small retailers and op-shops.
- A bigger supermarket for the general area.
- Cafes, restaurants (takeaways, fast food) preferably locally owned²⁷.

The lack of cafes or restaurants in the light industrial area south of Raumanga was also highlighted.

2.2.5 Community spaces

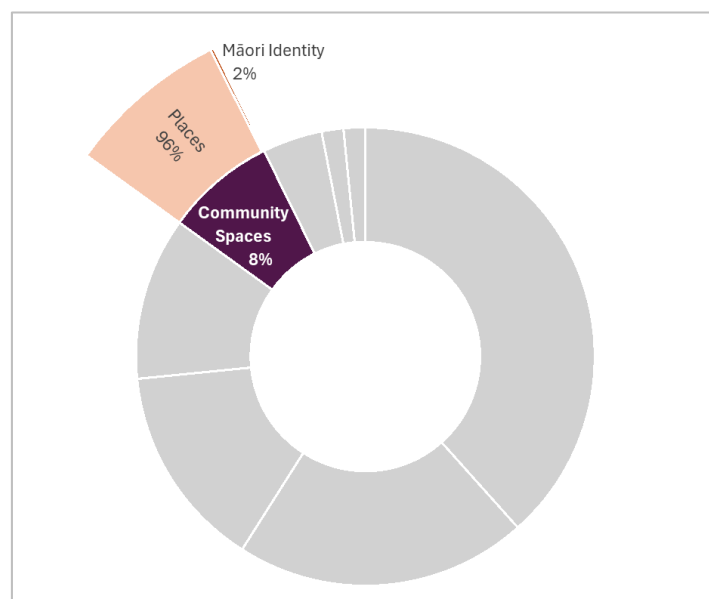


Figure 7: Pie chart of sub-categories of Community Spaces

Respondents mentioned the **Community Hall at Smeaton Drive** and the **Marae** within Te Pukenga NorthTec grounds as examples of indoor community spaces. Respondents highlighted the need for indoor/covered community spaces that would:

- Allow for public events that are not weather dependant or that can be held in the winter months.
- Provide an affordable third space²⁸ for children, teenagers and the elderly. A place to be after school and get support.
- Host health services and social services providers, being a whānau outreach centre, services to support low-income families and anyone else who need support. Respondents referenced the Rawiri Community House in Rata Vine Drive, South Auckland and The Clendon Pride Project in Manurewa²⁹ as examples.

Suggestions of community spaces included:

²⁵ From online survey response – PLACEMAKING76, PLACEMAKING77 and PLACEMAKING74

²⁶ From online survey response – PLACEMAKING87

²⁷ From paper survey response – PAPER15

²⁸ An informal space where people can gather, interact and built relationships

²⁹ From online survey response – PLACEMAKING44

- A recreation centre/community hub/ community hall – communal and free spaces with activities for youth (e.g. Youth Space³⁰)
- A local library
- Health services and social services providers. Services to support low-income families.
- A community pool³¹
- A Marae.
- A Māori Cultural Hub. Spaces for the practice of tikanga Māori: rongoā (Māori medical treatment) and all forms of toi (Māori arts including carving and raranga). Run by Māori for Māori³².

2.2.6 Housing & Development

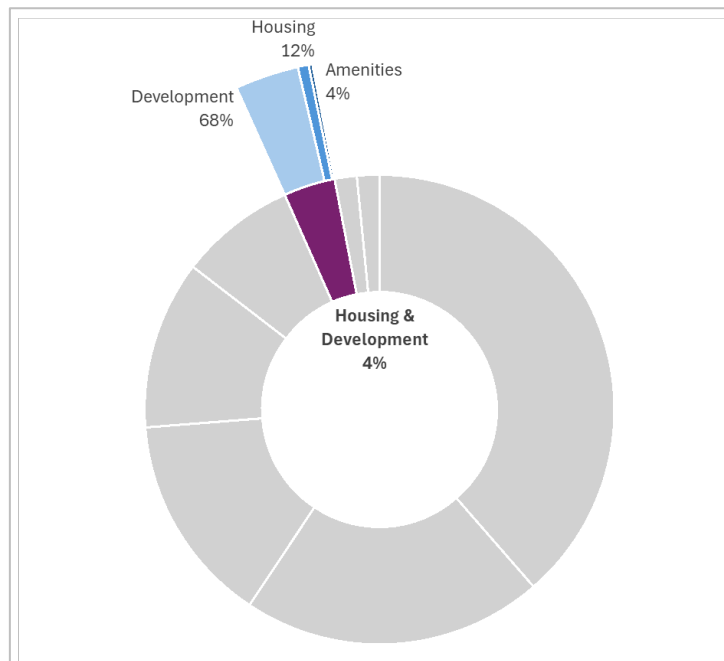


Figure 8: Pie chart of sub-categories for Housing & Development

This category comprised feedback related to the type of development – residential and/or commercial – that respondents would like to see in the area.

There is general support for new buildings³³, 2 to 3 story housing complexes³⁴, apartment living and terrace housing³⁵. This aligns with their aspirations for a more affordable place to have a family³⁶. Higher density development is suggested closer to schools and other local services³⁷, and retirement facilities for the elderly located close to the Hospital³⁸. Suggestions included the upgrade to the existing infrastructure, services and features that would support growth.

The issues highlighted by the respondents include:

- The lack of public places/spaces in the light industrial side of Raumanga and Otaika
- The need to upgrade the existing social housing stock but also the lack of affordable housing in the area
- Concerns over gentrification

³⁰ From online survey response – PLACEMAKING67

³¹ From paper survey response – PAPER11, PAPER20

³² From online survey response – PLACEMAKING88

³³ From paper survey response – PAPER14

³⁴ From online survey response – PLACEMAKING3, PLACEMAKING60 and PLACEMAKING87

³⁵ From online survey response – PLACEMAKING43

³⁶ From online survey response – PLACEMAKING87

³⁷ From online survey response – PLACEMAKING27

³⁸ From online survey response – PLACEMAKING87

2.2.7 Care & Education providers

Raumanga is home to multiple care and education providers. Respondents indicated the school, kindergarten and Te Pukenga NorthTec as places they visited often and suggested the establishment of a local high school and additional childcare centres.

2.2.8 Health & Social services

The local GP and proximity to the Hospital are positive features of Raumanga and Otaika highlighted by the respondents. Respondents suggested the relocation of the Raumanga Medical Centre to improve access and parking.

3 Who responded

The following graphics summaries the demographic characteristics of the respondents, as stated in the surveys (online and paper).

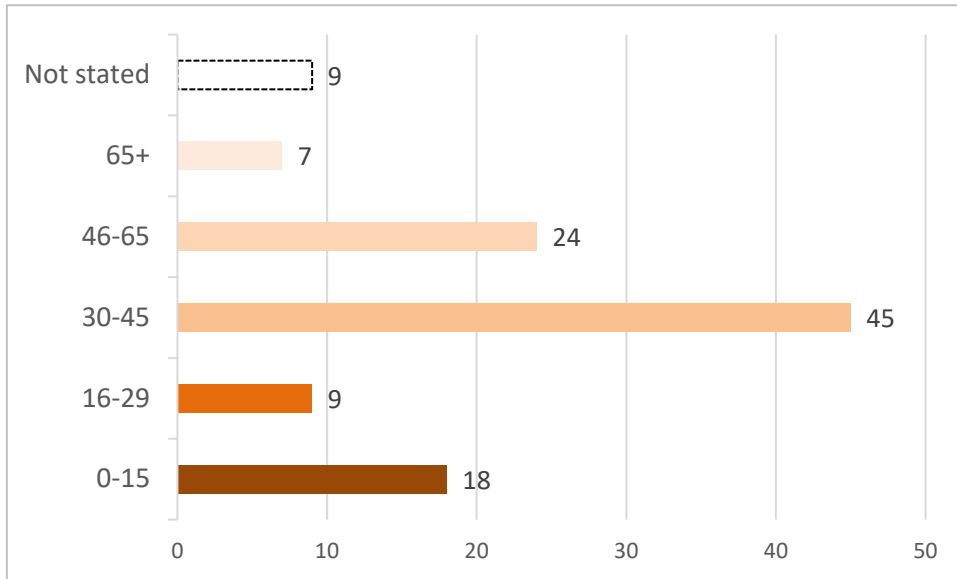


Figure 9: The age ranges of the respondents to the online and paper surveys

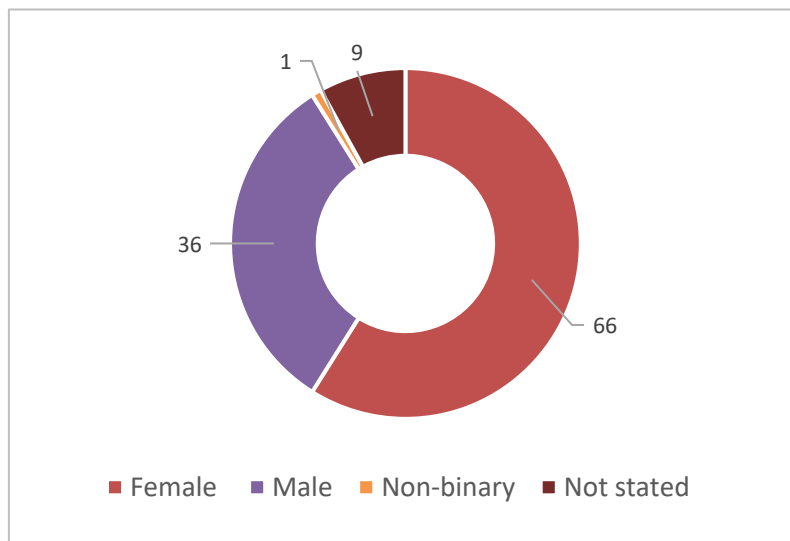


Figure 10: Respondents classified by gender

4 Next steps

The responses have assisted staff to determine key areas and issues that will be the focus of the second round of engagement.

At the end of 2024, the Council’s Youth Advisory Group carried out a survey for young people (12-24 year-old). Their survey included questions on the places and spaces that young people like and/or would like to see or see more in Whangārei. These responses will be used to inform the plan as it progresses.

RESOLUTION TO EXCLUDE THE PUBLIC**Move/Second**

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

The general subject 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(1) 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(1) for passing this resolution
1.1	Confidential Minutes Whangarei District Council 12 December 2024	Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
1.2	Decision made under delegation during the 2024-2025 Christmas recess period – Legal proceedings		
1.3	Appointment of a Council Trustee on Whangarei Art Trust Board		
1.4	Property Purchase		
1.5	Knowledge Precinct Project Steering Board – Monthly Report		
1.6	CCTO Update -February 2025		

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public, are as follows:

Item	Grounds	Section
1.1	For the reasons stated in the open minutes	
1.2	To maintain legal professional privilege.	Section 7(2)(g)
1.3	To protect the privacy of natural persons including that of a deceased person.	Section 7(2)(a)
1.4	To enable Council to carry on without prejudice or disadvantage negotiations (including commercial and industrial negotiations).	Section 7(2)(i)

1.5	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 it the subject of the information.	Section 7(2)(b)(ii)
1.6	To enable Council to carry on without prejudice or disadvantage negotiations (including commercial and industrial negotiations). To prevent the disclosure or use of official information for improper gain or improper advantage.	Section 7(2)(i) Section 7(2)(j)

Resolution to allow members of the public to remain

If the Council wishes members of the public to remain during discussion of confidential items the following additional recommendation will need to be passed:

Move/Second

“That _____ be permitted to remain at this meeting, after the public has been excluded, because of his/her/their knowledge of Item _____.

This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because _____.

Note: Every resolution to exclude the public shall be put at a time when the meeting is open to the public.