

## Northland Regional Council Minutes

Meeting held in the Turner Centre, 43 Cobham Road, Kerikeri  
on Tuesday 25 February 2025, commencing at 10.15am

### Tuhinga/Present:

Chairperson, Geoff Crawford

Councillors:

John Blackwell

Joe Carr

Jack Craw

Amy Macdonald (*Via audio-visual link*)

Marty Robinson

Tui Shortland (*Via audio-visual link*)

Rick Stolwerk

### I Tae Mai/In Attendance:

#### Full Meeting

Independent Tangata Whenua Advisor

Independent Risk Advisor (*Via audio-visual link*)

Tāhūhū Rangapū - Chief Executive Officer

Pou Tiaki Taiao - GM Environmental Services

Pou Tiaki Pūtaiao - GM Biosecurity

Pou Taumatua - GM Corporate Services (*Via audio-visual link*)

Pou Whakaritenga – GM Regulatory Services (*Via audio-visual link*)

Group Manager - Community Resilience (*Via audio-visual link*)

Translator

Digital Experience Support

Governance Specialist

#### Part Meeting

Pou Manawhakahaere - GM Governance and Engagement (*Via audio-visual link*)

Finance Manager (*Via audio-visual link*)

Financial Planning Manager (*Via audio-visual link*)

Corporate Strategy Manager (*Via audio-visual link*)

Compliance Monitoring Manager (*Via audio-visual link*)

Financial Accountant (*Via audio-visual link*)

Corporate Policy Analyst (*Via audio-visual link*)

Land Programme Manager

Nursery Manager and Soil Conservation Specialist

PA to the GM Environmental Services

Kaiāwhina Tari – Māori Engagement and Governance Support

Administration

*Secretarial Note: The Chair declared the meeting open at 10.15am and proceedings commenced with a karakia by Councillor Robinson.*

### **Ngā whakapāha/Apologies (Item 3.0)**

#### **Moved (Stolwerk/Robinson)**

That the apologies from Councillor Jones and the independent Tangata Whenua Advisor, Dee-Ann Wolferstan, for non-attendance be received.

**Carried**

### **Nga whakapuakanga/Declarations of Conflicts of Interest (Item 4.0)**

It was advised that councillors should make declarations item-by-item as the meeting progressed.

### **Receipt of Tabled Report: Fast Track Approval Act Processes Funding (Item 4.0A)**

#### **Moved (Stolwerk/Craw)**

That as permitted under section 46(A) of the Local Government Official Information and Meetings Act 1987 the following tabled report be received:

- Item 7.7: Fast Track Approval Act Processes Funding

**Carried**

### **Confirmation of Minutes - 10 December 2024 (Item 5.1)**

#### **Report from Meloney Tupou, Māori Governance and Engagement Support Admin**

#### **Moved (Carr/Blackwell)**

That the minutes of the council meeting held on 10 December 2024, be confirmed as a true and correct record and that these be duly authenticated with the Chair's electronic signature.

**Carried**

*(Councillor Robinson abstained from voting)*

### **Receipt of Action Sheet (Item 5.2)**

#### **Report from Chris Taylor, Governance Specialist**

#### **Moved (Craw/Robinson)**

That the action sheet be received.

**Carried**

### **Financial Report to 31 January 2025 (Item 6.1)**

#### **Report from Taka Skipwith, Financial Accountant**

#### **Moved (Stolwerk/Blackwell)**

That the 'Financial Report to 31 January 2025' by Taka Skipwith, Financial Accountant and dated 12 February 2025, be received.

**Carried**

## **Regional Rates Collection - update to 31 December 2024 (Item 6.2)**

**Report from Simon Crabb, Finance Manager**

### **Moved (Robinson/Carr)**

That the report 'Regional Rates Collection - update to 31 December 2024' by Simon Crabb, Finance Manager and dated 12 February 2025, be received.

### **Carried**

*Secretarial Note: Staff were continuing to work with Kaipara District Council to understand the causes for its lower collection rate.*

## **Approval of additional budget to conduct the 2025 triennial election (Item 7.1)**

**Report from Chris Taylor, Governance Specialist and Casey Mitchell, Financial Planning Manager**

### **Moved (Blackwell/Stolwerk)**

1. That the report 'Approval of additional budget to conduct the 2025 triennial election' by Chris Taylor, Governance Specialist and Casey Mitchell, Financial Planning Manager and dated 28 January 2025, be received.
2. That council approves an additional \$132,343 be budgeted from the Equalisation Reserve to conduct the 2025 triennial election for the Northland Regional Council.
3. That council acknowledges that the approval of additional budget will take the Equalisation Reserve below the agreed floor of \$250,000 and in the first instance will top up the reserve from any 24/25 year end surplus to ensure the agreed floor be reinstated.

### **Carried**

*(Councillor Shortland abstained from voting)*

*Secretarial Note: Councillors to be advised of the wording on voting documents regarding the Māori constituencies poll; as authorised by the Taituara Electoral Reference Group, to provide uniformity across the country, and approved by the Secretary for Local Government and DIA.*

## **Revised Terms of Reference for Te Taitokerau Māori and Council Working Party (Item 7.2)**

**Report from Auriole Ruka, Pou Manawhakahaere - GM Governance and Engagement and Kim Peita, Māori Relationships Manager**

### **Moved (Craw/Robinson)**

1. That the report 'Revised Terms of Reference for Te Taitokerau Māori and Council Working Party' by Auriole Ruka, Pou Manawhakahaere - GM Governance and Engagement and Kim Peita, Māori Relationships Manager and dated 13 November 2024, be received.
2. That council adopt the name change of Te Taitokerau Māori and Council Working Party to "Te Ruarangi".
3. That council approve the amended Terms of Reference (*included as **Attachment 1** pertaining to Item 7.2 of the 25 February 2025 council meeting agenda*).

4. That council notes that Te Ruarangi will be reviewing its membership approach and will potentially provide further recommendations to council.

**Carried**

*Secretarial Note:*

- *Appreciation was extended to all involved in the development of the revised Terms of Reference.*
- *Staff undertook to contact and update the previous NRC Councillor, Dover Samuels, who had founded the original Te Taitokerau Māori Advisory Committee.*

**LGOIMA requests (Item 7.3)**

**Report from Kyla Carlier, Corporate Strategy Manager**

**Moved (Blackwell/Craw)**

1. That the report 'LGOIMA requests' by Kyla Carlier, Corporate Strategy Manager and dated 13 February 2025, be received.
2. That council confirm the approach to processing LGOIMA requests in relation to elected members (*included as **Attachment 1** to Item 7.3 of the 25 February 2025 council meeting agenda*).
3. That internal guidance material relating to the processing of LGOIMA requests be updated to reflect this process.

**Carried**

**Adoption of the Draft User Fees and Charges 2025/26 and approval to consult (Item 7.4)**

**Report from Samuel van Hout, Corporate Policy Analyst**

**Moved (Stolwerk/Blackwell)**

1. That the report 'Adoption of the Draft User Fees and Charges 2025/26 and approval to consult' by Samuel van Hout, Corporate Policy Analyst and dated 13 January 2025, be received.
2. That council adopts the Statement of Proposal and the Draft User Fees and Charges 2025/26 (*included as **Attachment 1** pertaining to Item 7.4 of the 25 February 2025 council meeting agenda*) for the purposes of consultation, pursuant to section 150 of the LGA.
3. That council delegates to the Group Manager – Corporate Services the authority to make any necessary minor formatting, typographical and administrative changes to the Statement of Proposal and Draft User Fees and Charges 2025/26 prior to formal public consultation.

**Carried**

## **Audit and Risk Committee Independent Chair Appointment (Item 7.5)**

### **Report from Bruce Howse, Pou Taumatua – Group Manager Corporate Services**

#### **Moved (Craw/Blackwell)**

1. That the report 'Audit and Risk Committee Independent Chair Appointment' by Bruce Howse, Pou Taumatua – Group Manager Corporate Services and dated 17 February 2025, be received.
2. That council appoints George Riley as Independent Chair of the Audit and Risk Committee, with the appointment term to be effective from the date of this decision through to 30 September 2025.

#### **Carried**

## **Poplar and Willow Nursery Investment (Item 7.6)**

### **Report from Ellen Williamson, Land Programme Manager; John Ballinger, Nursery Manager and Soil Conservation Specialist and Ruben Wylie, Pou Tiaki Taiao**

#### **Moved (Stolwerk/Craw)**

1. That the report 'Poplar and Willow Nursery Investment' by Ellen Williamson, Land Programme Manager; John Ballinger, Nursery Manager and Soil Conservation Specialist and Ruben Wylie, Pou Tiaki Taiao and dated 4 February 2025, be received.
2. That council approve retaining the Flyger Road nursery and continuing to operate the nursery to support achieving its soil conservation KPIs set out in the 2024-2034 Long Term Plan.
3. That council approve the use of the Afforestation Grant budget to fund operational expenditure needed to optimise the nursery for the 2026/27 financial year to a value of \$95,000
4. That council note a previous decision has been made to approve \$280,000 budget from the Afforestation Grant to invest in the nursery for the financial years of 2023/24 to 2025/26.
5. That council approve the drawdown of \$110,000 of capex held in the Land Management Reserve for the purpose of nursery expansion to fund capital expenditure at the nursery phased over the 2024/25 and 2025/26 financial years.
6. That the remainder the capex budget held in the land management reserve for nursery expansion, being \$1,087,984, is approved to be transferred from the Land Management Reserve to retained earnings.

#### *Secretarial Note:*

- *Clarification was provided that the recommended option (reflected in recommendations 2 – 6) was essentially 'a holding position' for the nursery while other market opportunities were explored. This approach limited investment into only the NRC owned land and not that of KiwiRail.*
- *An amendment was proposed as follows:*

### **Moved (Robinson/Carr)**

1. That the report 'Poplar and Willow Nursery Investment' by Ellen Williamson, Land Programme Manager; John Ballinger, Nursery Manager and Soil Conservation Specialist and Ruben Wylie, Pou Tiaki Taiao and dated 4 February 2025, be received.
2. That council approve retaining the Flyger Road nursery and continuing to operate the nursery to support achieving its soil conservation KPIs set out in the 2024-2034 Long Term Plan.
3. That council approve the use of the Afforestation Grant budget to fund operational expenditure needed to optimise the nursery for the 2026/27 financial year to a value of \$95,000
4. That council note a previous decision has been made to approve \$280,000 budget from the Afforestation Grant to invest in the nursery for the financial years of 2023/24 to 2025/26.
5. That council approve the drawdown of \$110,000 of capex held in the Land Management Reserve for the purpose of nursery expansion to fund capital expenditure at the nursery phased over the 2024/25 and 2025/26 financial years.
6. That the remainder the capex budget held in the land management reserve for nursery expansion, being \$1,087,984, is approved to be transferred from the Land Management Reserve to retained earnings.
7. That council remains open to working with private nurseries and land owners to grow poplar and willow production.

### **Carried**

*Secretarial Note: With no further amendments forthcoming the Chair put the substantive motion which was carried.*

### **Fast Track Approval Act Processes Funding (Tabled Item 7.7)**

**Report from Tami Woods, Policy and Planning Manager and Justin Murfitt, Strategic Policy Specialist**

### **Moved (Stolwerk/Macdonald)**

1. That the report 'Fast Track Approval Act Processes Funding' by Tami Woods, Policy and Planning Manager and Justin Murfitt, Strategic Policy Specialist and dated 19 February 2025, be received.
2. That the council approve the transfer of \$100,000 from 2024/25 financial year salary savings to operations budget to provide a budget for engaging professional services to review applications processed under the Fast Track Approvals Act 2024

### *Secretarial Note:*

- *The Fast Track Process was new and it was unknown what support council would need with regard to forthcoming applications. Assurance was provided that councillors would be kept well informed throughout the process.*
- *Appreciation was extended to staff for finding a mechanism that allowed council to be agile and responsive to any fast track projects as they arose.*
- *An amendment was proposed as follows:*

### **Moved (Carr/Marty)**

1. That the report 'Fast Track Approval Act Processes Funding' by Tami Woods, Policy and Planning Manager and Justin Murfitt, Strategic Policy Specialist and dated 19 February 2025, be received.
2. That the council approve the transfer of \$100,000 from 2024/25 financial year salary savings to operations budget to provide a budget for engaging professional services to review applications processed under the Fast Track Approvals Act 2024
3. That any expert advice sought is of a standard that meets the requirement to provide expert evidence in any subsequent legislative or environment court proceedings.

### **Carried**

*(Councillor Stolwerk voted against the motion)*

*Secretarial Note:*

- *Resolution 3 was carried on the proviso that this criteria applied to the provision of expert advice and did not extend to professional services.*
- *With no further amendments forthcoming the Chair put the substantive motion which was carried.*

### **Chair's Report to Council (Item 8.1)**

**Report from Rae Hetaraka, Executive Assistant to the Chair**

#### **Moved (Crawford/Stolwerk)**

That the report 'Chair's Report to Council' by Rae Hetaraka, Executive Assistant to the Chair and dated 3 February 2025, be received.

### **Carried**

### **Chief Executive's Report to Council (Item 8.2)**

**Report from Jonathan Gibbard, Tāhūhū Rangapū - Chief Executive Officer**

#### **Moved (Craw/Carr)**

That the report 'Chief Executive's Report to Council' by Jonathan Gibbard, Tāhūhū Rangapū - Chief Executive Officer and dated 21 January 2025, be received.

### **Carried**

*Secretarial Note:*

- *Councillors to be provided the economic impact assessment previously undertaken regarding the cruise ship industry in Northland.*
- *Councillors to be provided the report that was presented to the Natural Resources Working Party regarding the re-focus of the Land Management Team.*
- *Assurance was provided that work was in train to find a mechanism to provide better visibility of the rules and regulation that apply to an individual property (potentially a GIS solution).*
- *Appreciation was extended to the community engagement staff for the eNewsletters which were 'well supported' and an effective means of communicating council business to the community.*

## **Legislative compliance half yearly report July - December 2024 (Item 8.3)**

**Report from Samuel van Hout, Corporate Policy Analyst**

**Moved (Craw/Stolwerk)**

That the report 'Legislative compliance half yearly report July - December 2024' by Samuel van Hout, Corporate Policy Analyst and dated 11 February 2025, be received.

**Carried**

## **Reporting on Long Term Plan 2024-2034 Performance Measures for Quarter Two of the 2024/25 Year (Item 8.4)**

**Report from Robyn Broadhurst, Corporate Planning Specialist**

**Moved (Craw/Macdonald)**

That the report 'Reporting on Long Term Plan 2024-2034 Performance Measures for Quarter Two of the 2024/25 Year' by Robyn Broadhurst, Corporate Planning Specialist and dated 21 January 2025, be received.

**Carried**

*Secretarial Note: Appreciation was extended to staff for tracking the performance of the organisation and collating the summary report to council.*

## **Receipt of Committee Minutes (Item 9.1)**

**Report from Meloney Tupou, Māori Governance and Engagement Support Admin**

**Moved (Stolwerk/Carr)**

That the unconfirmed minutes of the:

- Civil Defence Emergency Management Group Meeting Minutes - 3 December 2024
- Joint Regional Economic Development Committee - 6 December 2024
- Regional Transport Committee - 11 December 2024

be received.

**Carried**

*Secretarial Note:*

- *The Chairs of the respective committees provided an update on key workstreams and emerging issues.*
- *Appreciation was extended to the CDEM Group Manager who was shortly finishing his tenure with the Northland Regional Council for his contribution to Civil Defence Emergency Management in Northland.*

## **Working Party Updates (Item 9.2)**

**Report from Meloney Tupou, Māori Governance and Engagement Support Admin**

**Moved (Robinson/Blackwell)**

That the report 'Working Party Updates' be received.

**Carried**



*Secretarial Note: The Chair of the Kaeo River – Whangaroa Catchment Working Group provided an update on the work underway to protect Kaeo from flooding.*

## **Kaupapa ā Roto/Business with Public Excluded (Item 10.0)**

### **Moved (Blackwell/Carr)**

1. That the public be excluded from the proceedings of this meeting to consider confidential matters.
2. That the general subject of the matters to be considered whilst the public is excluded, the reasons for passing this resolution in relation to this matter, and the specific grounds under the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

<b>Item No.</b>	<b>Item Issue</b>	<b>Reasons/Grounds</b>
10.1	Confirmation of Confidential Minutes - 10 December 2024	The public conduct of the proceedings would be likely to result in disclosure of information, as stated in the open section of the meeting -.
10.2	Receipt of Confidential Committee Minutes	The public conduct of the proceedings would be likely to result in disclosure of information, as stated in the open section of the meeting -.
10.3	People and Culture Report	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(a) and free and frank expression of opinions by or between or to members or officers or employees of any local authority s7(2)(f)(i).
10.4	Independent investment advisor appointments	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(a).

3. That the Independent Risk Advisor be permitted to stay during business with the public excluded.

**Carried**

## **Open Meeting**

### **Moved (Blackwell/Carr)**

That the council resumes in open meeting.

**Carried**

## **Confirmation of confidential resolutions in open meeting**

The confidential resolutions confirmed in open meeting were as follows:

### **Confirmation of Confidential Minutes - 10 December 2024 (Item 10.1)**

**Report from Meloney Tupou, Māori Governance and Engagement Support Admin**

#### **Moved (Craw/Macdonald)**

That the confidential minutes of the council meeting held on 10 December 2024, be confirmed as a true and correct record and that these be duly authenticated with the Chair's electronic signature.

**Carried**

### **Receipt of Confidential Committee Minutes (Item 10.2)**

**Report from Meloney Tupou, Māori Governance and Engagement Support Admin**

#### **Moved (Blackwell/Crawford)**

That the unconfirmed confidential minutes of the Joint Regional Economic Development Committee meeting held on 6 December 2024 be received.

**Carried**

### **People and Culture Report (Item 10.3)**

**Report from Jessica Matson, Human Resources Advisor and Beryl Steele, Human Resources Manager**

#### **Moved (Craw/Crawford)**

That the report 'People and Culture Report' by Jessica Matson, Human Resources Advisor and Beryl Steele, Human Resources Manager and dated 10 February 2025, be received.

**Carried**

*Secretarial Note: Appreciation was extended to the Human Resources Manager who was shortly finishing her tenure with the Northland Regional Council for her 'analytical ability' and contribution to human resources.*

### **Whakamutunga (Conclusion)**

The meeting concluded at 11.59am with a karakia by the Translator.

Council Meeting  
25 February 2025

Confirmed as a true and correct record 25 March 2025

A handwritten signature in blue ink, appearing to read 'G/Crawford', is written over a faint, light blue grid background.

Chair Geoff Crawford