

Northland Regional Council Minutes

Meeting held in the Council Chamber
36 Water Street, Whangārei
on Tuesday 25 November 2025, commencing at 10.00am

Tuhinga/Present:

Chairperson, Pita Tipene

Deputy Chairperson, Jack Craw

Councillors:

John Blackwell

Joe Carr

Geoff Crawford (*Via audio-visual link from 10.29 – 10.54am*)

John Hunt

Colin Kitchen

Amy Macdonald

Arama Morunga

I Tae Mai/In Attendance:

Full Meeting

Independent Risk Advisor

Independent Tangata Whenua Advisor (x2. *One via audio-visual link*)

Tāhūhū Rangapū - Chief Executive Officer

Pou Manawhakahaere - GM Strategic Partnerships and Engagement

Pou Whakaritenga - GM Regulatory Services

Group Manager - Community Resilience

Pou Tiaki Taiao - GM Environmental Services

Pou Tiaki Pūtaiao - GM Biosecurity

People and Culture Manager

Corporate Strategy Manager

Finance Manager

Governance and Corporate Policy Manager

Translator

Digital Experience Support

Kaiāwhina Tari – Te Tiriti Partnerships & Engagement Support

Governance Specialist

Part Meeting

Financial Accountant

Corporate Planning Specialist

Strategic and Commercial Projects Manager

Secretarial Note:

- *The Chair declared the meeting open at 10am and proceedings commenced with a karakia by Councillor Morunga.*
- *The Chair acknowledged Councillor Morunga for the karakia, welcomed all present and noted 'He waka eke noa'; 'We are all in this together'.*

- *The Chair acknowledged those who had passed, with particular acknowledgment of the passing of previous FNDC and NRC Councillor Monty Knight.*
- *Councillor Carr spoke to Monty Knight's passing; referencing his influential contribution to Northland, being an 'amazing advocate' for the region, his 'fantastic amount of energy' and 'amazing capacity for friendship'.*

Ngā whakapāha/Apologies (Item 1.0)

Moved (Kitchen/Macdonald)

That the apology from Councillor Crawford for non-attendance be received.

Carried

Secretarial Note: Despite tendering an apology Councillor Crawford joined the meeting for a time via audio visual link. However, technological issues prevented his audio from being heard by those present in Chambers.

Nga whakapuakanga/Declarations of Conflicts of Interest (Item 2.0)

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

Confirmation of Minutes - 5 November 2025 (Item 5.1)

Report from Chris Taylor, Governance Specialist

Moved (Carr/Craw)

That the minutes of the inaugural council meeting held on 5 November 2025, be confirmed as a true and correct record and that these be duly authenticated with the Chair's electronic signature.

Carried

Receipt of council minutes - 23 September 2025 (Item 5.2)

Report from Chris Taylor, Governance Specialist

Moved (Macdonald/Blackwell)

That the confirmed minutes of the council meeting held on 25 September 2025 be received.

Carried

Financial Report to 31 October 2025 (Item 6.1)

Report from Taka Skipwith, Financial Accountant

Moved (Carr/Craw)

That the report 'Financial Report to 31 October 2025' by Taka Skipwith, Financial Accountant and dated 3 November 2025, be received.

Carried

Secretarial Note:

- *In the four months of the financial year to October 2025 council was \$525k ahead of budget; the positive variance was predominately due to net salary savings.*
- *Council's Managed Fund portfolio had performed well and in the four months of the financial year had generated 64% of the annual budget. Annualised returns for the month of October were 14% for the Long Term Fund and 12% for the Short Term Fund.*
- *The recent restructure impacted on council's budget reporting. This would be realigned following the next Annual Plan (given reporting was against the original Annual Plan budgets).*
- *Assurance was provided that the contract with MPI for Caulerpa works set 'pause/stop milestones' with the ability to reassess the programme.*

Regional Rates Collection - update to 30 September 2025 (Item 6.2)

Report from Simon Crabb, Finance Manager and Taka Skipwith, Financial Accountant

Moved (Blackwell/Hunt)

That the report 'Regional Rates Collection - update to 30 September 2025' by Simon Crabb, Finance Manager and Taka Skipwith, Financial Accountant and dated 3 November 2025, be received.

Carried

Secretarial Note: Commentary from the district councils was that there were an increasing number of ratepayers experiencing hardship during the current challenging economic times.

Confirmation of governance structure, membership and councillor portfolios (Item 7.1)

Report from Chris Taylor, Governance Specialist

Moved (Macdonald/Carr)

1. That the report 'Confirmation of governance structure, membership and councillor portfolios' by Chris Taylor, Governance Specialist and dated 12 November 2025, be received.
2. That Northland Regional Council establishes the following committees, subcommittees and working parties:
 - a. Regional Transport Committee¹
 - b. Infrastructure Committee
 - c. Investment Committee
 - d. Audit and Risk Committee
 - e. Natural Resources Working Party
 - f. Biosecurity and Biodiversity Working Party
 - g. WDC/NRC Whangārei Public Transport Working Party

¹ In accordance with section 105(1) of the Land Transport Management Act 2003.

3. That the Northland Regional Council reaffirms the continuation of Te Ruarangi.²
4. That council approves the Terms of Reference (TOR) for its governance bodies (included as **Attachments 1 - 13**). That the TOR be reviewed by the respective governance bodies at their first meeting and any agreed amendments be brought back to respective councils for ratification.

Carried

It was further moved (Craw/Morunga)

5. That the council approves the membership of the committees, joint committees, statutory bodies and working parties, including the appointment of the Chairperson as ex-officio to all committees and working parties, as set out in the body of the report and attachments, with the following amendments:
 - That Councillor Macdonald be appointed the Chair of the Natural Resources Working Party;³ and
 - That Councillor Morunga be appointed the principal member on the Joint Climate Change Adaptation Committee and Councillor Macdonald be appointed the alternate member.⁴

The procedural motion was moved (Carr/Blackwell)

That the appointment of members to the Natural Resources Working Party should lie on the table until the next ordinary council meeting; being 17 December 2025.

Carried

(In putting the motion the Chair called for an expression of opinion by a show of hands, the result being Councillors Blackwell, Carr, Hunt and Kitchen in favour of the motion and Councillors Craw, Macdonald and Tipene against).

A further procedural motion was moved (Craw/Carr)

That the appointment of members to the Joint Climate Change Adaptation Committee should lie on the table until the next ordinary council meeting; being 17 December 2025.

Carried (*unanimously*)

Secretarial Note: In accordance with Standing Order 23.4 'Substituted Motion', with the approval of the mover and seconder of the original motion the Chairperson put the following substituted motion:

² Note: The Civil Defence Emergency Management Group continues in perpetuity (in accordance with section 12(2) of the Civil Defence Emergency Management Act 2002); as does Te Oneroa-a-Tōhe Beach Board (in accordance with section 62(2)(b) of the Te Hiku Claims Settlement Bill). The Kaipara Harbour Remediation Committee, the Joint Regional Economic Development Committee and the Joint Climate Change Adaptation Committee were not discharged at the end of the triennium (in accordance with their Terms of Reference adopted by all founding members).

³ The original report proposed that Councillor Crawford be appointed the Chair of the Natural Resources Working Party with Councillor Macdonald as a member.

⁴ The original report proposed that Councillor Macdonald be appointed the principal member on the Joint Climate Change Adaptation Committee with Councillor Morunga as the alternate.

Moved (Craw/Morunga)

5. That the council approves the membership of the committees, joint committees, statutory bodies and working parties, including the appointment of the Chairperson as ex-officio to all committees and working parties, as set out in the body of this report and attachments; with the exception of the Natural Resources Working Party and Joint Climate Change Adaptation Committee.

Carried

It was further moved (Macdonald/Hunt)

6. That the council appoints councillors to the following River Working Groups in the following roles:

Memberships / Delegation	Councillor
Kāeo-Whangaroa River Working Group	Cr C Kitchen as Chair (Alternate Cr J Carr)
Kaihū River Working Group	Cr J Blackwell as Chair (Alternate Cr J Carr)
Kerikeri-Waipapa River Working Group	Cr J Carr as Chair (Alternate Cr C Kitchen)
Taumārere River Working Group	Cr P Tipene and Community Member as Co-Chairs (Alternate Cr J Carr)
Urban Whangārei Working Group	Cr J Craw as Chair, Cr A Morunga (Alternate Cr A Macdonald)
Awanui River Working Group	Cr J Carr as Chair (Alternate Cr C Kitchen)

7. That the council confirms the following councillor portfolios:

Memberships / Delegation	Councillor
Upper North Island Strategic Alliance (UNISA)	Chair of council
Zone one (LGNZ)	Chair of council

8. That Cr J Hunt be nominated by NRC as a council representative on the Sport Northland Board of Trustees; for consideration by the Northland Mayoral Forum.
9. That the appointments detailed in recommendations 5 - 8 above constitutes as the local authority's business. Hence appointed members can claim vehicle and travel time allowances.
10. That the governance structure established at this meeting be reviewed for effectiveness and possible improvements after ten months of operation.
11. That based on the allocation of responsibilities outlined in the body of this report, that the governance remuneration pool for the Northland Regional Council of \$637,493 be fully allocated as follows:
 - a) That the Deputy Chairperson receives a higher duties allowance of \$10,000, bringing the Deputy Chair total salary to \$88,436.62.
 - b) That the remaining councillors receive a total salary of \$78,436.62. This is based on the underpinning principle of council that additional duties will be apportioned in such a manner that there will be an equitable workload between councillors.
12. That the higher duties allocation set out above (supplemented by the appropriate supporting information), be submitted to the Remuneration Authority.

13. That council appoints WDC Councillor Brad Flower (principal) and WDC Councillor Crichton Christie (alternate) to the Regional Transport Committee.

Carried

Secretarial Note: Councillor Crawford joined the meeting at 10.29am via audio-visual link. However, technological issues prevented his audio from being heard by those present in Chambers.

Adoption of revised Standing Orders for the 2025-2028 Triennium (Item 7.2)

Report from Kyla Carlier, Corporate Strategy Manager and Chris Taylor, Governance Specialist

Moved (Macdonald/Kitchen)

1. That the report 'Adoption of revised Standing Orders for the 2025-2028 Triennium' by Kyla Carlier, Corporate Strategy Manager and Chris Taylor, Governance Specialist and dated 30 September 2025, be received.
2. That council adopts the revised Standing Orders (included as **Attachment One** pertaining to Item 7.2 of the 25 November 2025 council meeting agenda).

Carried

Biosecurity Annual Report 2024-2025 (Item 7.3)

Report from Don McKenzie, Pou Tiaki Pūtaiao - GM Biosecurity

Moved (Craw/Morunga)

1. That the report 'Biosecurity Annual Report 2024-2025' by Don McKenzie, Pou Tiaki Pūtaiao - GM Biosecurity and dated 3 November 2025, be received.
2. That council note the contents of the agenda item and attached Biosecurity Annual Report 2023-2024.
3. That council approves the Annual Report as a record of the actions and results that have occurred during the 2024-2025 year.
4. That council approves Don McKenzie, Group Manager Biosecurity, to make minor grammatical, typographic and accuracy amendments prior to publication of the Annual Report.

Carried

Secretarial Note: The Biosecurity Team was congratulated for what was described as 'an amazing effort for the year'.

Quarterly Health and Safety Report (Item 8.1)

Report from Tamsin Sutherland, Health and Safety Advisor

Moved (Carr/Hunt)

That the report 'Quarterly Health and Safety Report' by Tamsin Sutherland, Health and Safety Advisor and dated 4 November 2025, be received.

Carried

Secretarial Note:

- *Health and Safety was a key focus for the regional council given its operational focus with a large proportion of staff on the road and in the field.*
- *The Audit and Risk Committee was delegated authority, via its Terms of Reference, to monitor council's health and safety management.*

Chair's Report to Council (Item 8.2)

Report from Rae Hetaraka, Executive Assistant to the Chair

Moved (Carr/Blackwell)

That the report 'Chair's Report to Council' by Rae Hetaraka, Executive Assistant to the Chair and dated 12 November 2025, be received.

Carried

Chief Executive's Report to Council (Item 8.3)

Report from Jonathan Gibbard, Tāhūhū Rangapū - Chief Executive Officer

Moved (Craw/Morunga)

That the report 'Chief Executive's Report to Council' by Jonathan Gibbard, Tāhūhū Rangapū - Chief Executive Officer and dated 30 October 2025, be received.

Carried

Secretarial Note:

- *The regulatory services team and district councils were acknowledged for the notable improvement in the compliance of municipal wastewater treatment plants (WWTPs).*
- *Councillors to be advised the number of WWTPs that were required to sample/test for human E.coli (information supplied subsequently via e-mail).*
- *Concern was raised that MPI needed to be more aggressive in its campaign to eradicate Yellow Legged Hornet.*
- *Appreciation was extended to:*
 - *The Northland CDEM staff that were deployed to assist with the severe weather event in Southland;*
 - *Biosecurity staff for the eradication of Rudd (pest fish) from Northland; and*
 - *The communications team for facilitating a successful elections campaign, culminating in a significant increase in voter turnout.*
- *Attention was drawn to Kaipara Moana Remediation project which was described as 'an extremely successful programme' delivering significant results on the ground.*
- *Confirmation to be provided that the NRC website included spot spray instructions for Madagascar Ragwort (affirmative confirmation supplied subsequently via e-mail).*

Quarterly People and Culture Report (Item 8.4)

Report from Kayla Ludlow, Human Resources Advisor; Shane Cleary, People and Culture Manager and Jessica Matson, Human Resources Advisor

Moved (Kitchen/Blackwell)

That the report 'Quarterly People and Culture Report' by Kayla Ludlow, Human Resources Advisor; Shane Cleary, People and Culture Manager and Jessica Matson, Human Resources Advisor and dated 7 November 2025, be received.

Carried

Secretarial Note: Councillor Hunt to be provided further clarification regarding the total staff headcount ((information supplied subsequently via e-mail).

Reporting on Long Term Plan 2024-2034 Performance Measures for Quarter One of the 2025/26 Year (Item 8.5)

Report from Robyn Broadhurst, Corporate Planning Specialist

Moved (Carr/Macdonald)

That the report 'Reporting on Long Term Plan 2024-2034 Performance Measures for Quarter One of the 2025/26 Year' by Robyn Broadhurst, Corporate Planning Specialist and dated 3 November 2025, be received.

Carried

Secretarial Note:

- *Councillors to be provided the analysis of data and trends for Summer in relation to Lake Omapere.*
- *Assurance was provided that council would be given the opportunity to workshop the Northland Inc. draft Statement of Intent.*

Receipt of Committee Minutes (Item 9.1)

Report from Meloney Tupou, Māori Governance and Engagement Support Admin

Moved (Macdonald/Morunga)

That the unconfirmed minutes of the:

- Civil Defence Emergency Management Meeting – 2 September 2025.
- Joint Regional Economic Development Committee – 26 September 2025 and
- Te Oneroa-a-Tōhe Board Meeting – 3 October 2025

be received.

Carried

Working Party Updates Report (Item 9.2)

Report from Meloney Tupou, Māori Governance and Engagement Support Admin

Moved (Macdonald/Kitchen)

That the report 'Working Party Updates Report' be received.

Carried

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

Moved (Macdonald/Blackwell)

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:

Item No.	Item Issue	Reasons/Grounds
10.1	Receipt of confidential council minutes - 23 September 2025	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	Managed Funds Investment Management Agreement	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect information where the making available of the information would disclose a trade secret s7(2)(b)(i).
10.4	Property Reinvestment Funding for Subdivision Project Due Diligence	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(b)(ii), the withholding of which is necessary to enable council to carry out, without prejudice or disadvantage, commercial activities s7(2)(h) and the withholding of which is necessary to enable council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) s7(2)(i).

3. That the Independent Advisors be permitted to stay during business with the public excluded and that representatives from Argyle Estates Limited be permitted to be in attendance for confidential item 10.4.

Carried

Open Meeting

Moved (Kitchen/Macdonald)

That the council resumes in open meeting.

Carried

Confirming of confidential minutes in open meeting

The confidential resolutions confirmed in open meeting were as follows:

Receipt of confidential council minutes - 23 September 2025 (Confidential Item 10.1)

Report from Chris Taylor, Governance Specialist

Moved (Craw/Hunt)

1. That the confidential minutes of the council meeting held on 23 September 2025 be received.

Carried

Receipt of Confidential Committee Minutes (Confidential Item 10.2)

Report from Meloney Tupou, Māori Governance and Engagement Support Admin

Moved (Carr/Kitchen)

1. That the unconfirmed minutes of the:
 - Joint Regional Economic Development Committee – 26 September 2025 be received.

Carried

Managed Funds Investment Management Agreement (Confidential Item 10.3)

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

Moved (Craw/Hunt)

1. That the report 'Managed Funds Investment Management Agreement' by Bruce Howse, Pou Taumatua – Group Manager Corporate Services and dated 3 November 2025, be received.
2. That council notes the Investment Management Agreement between Northland Regional Council and Russell Investments (*included as **Attachment 2** pertaining to Confidential Item 10.3 of the 25 November 2025 council agenda*).
3. That council delegates authority to the Chief Executive Officer and Group Manager Corporate Services to sign the Investment Management Agreement.

4. That council delegates authority to the Chief Executive Officer to make any necessary minor drafting or typographical corrections to the Investment Management Agreement prior to signing.

Carried

Property Reinvestment Funding for Subdivision Project Due Diligence (Confidential Item 10.4)

Report from Phil Heatley, Strategic & Commercial Projects Manager

Moved (Blackwell/Carr)

1. That the report 'Property Reinvestment Funding for Subdivision Project Due Diligence' by Phil Heatley, Strategic & Commercial Projects Manager and dated 20 October 2025, be received.
2. That council authorise spending of up to \$385,000 + GST from the Property Reinvestment Fund (PRF) portion of the Long-Term Investment Fund to undertake integrated due diligence investigations and design for the subdivision of council's 13.9ha Fertiliser Road, Whangārei property.
3. That the holding costs of the Fertiliser Road, Whangārei property are also included in the Project budget, funded from the Property Reinvestment Fund (PRF) shifting it away from ratepayer funding.

Carried

Whakamutunga (Conclusion)

The meeting concluded at 11.55am with a karakia by Councillor Morunga.