



**I, Malcolm Alexander, Interim Chief Executive, hereby give notice that
an Ordinary Meeting of Council will be held on:**

Date: Tuesday, 24 June 2025
Time: 1:30 pm
Location: Council Chamber, Wairoa District Council,
Coronation Square, Wairoa

AGENDA

Ordinary Council Meeting

24 June 2025

MEMBERSHIP: His Worship the Mayor Craig Little, Cr Denise Eaglesome-Karekare, Cr Jeremy Harker, Cr Melissa Kaimoana, Cr Chaans Tumataroa-Clarke, Cr Benita Cairns, Cr Roslyn Thomas

The agenda and associated papers are also available on our website: www.wairoadc.govt.nz

For further information please contact us 06 838 7309 or by email info@wairoadc.govt.nz

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- 1 KARAKIA**
- 2 APOLOGIES FOR ABSENCE**
- 3 DECLARATIONS OF CONFLICT OF INTEREST**
- 4 CHAIRPERSON'S ANNOUNCEMENTS**
- 5 LATE ITEMS OF URGENT BUSINESS**
- 6 PUBLIC PARTICIPATION**

A maximum of 30 minutes has been set aside for members of the public to speak on any item on the agenda. Up to 5 minutes per person is allowed. As per Standing Order 15.1 requests to speak must be made to the Chief Executive Officer at least one clear day before the meeting; however this requirement may be waived by the Chairperson.

7 MINUTES OF THE PREVIOUS MEETING

Ordinary Meeting - 27 May 2025

**MINUTES OF WAIROA DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA
ON TUESDAY, 27 MAY 2025 AT 1:30 PM**

PRESENT: His Worship the Mayor Craig Little, Cr Denise Eaglesome-Karekare, Cr Jeremy Harker, Cr Melissa Kaimoana, Cr Benita Cairns

IN ATTENDANCE: **Malcolm Alexander** (Interim Chief Executive), **Gary Borg** (Tumu Whakarae Tuarua | Deputy Chief Executive & Pouwhakarae – Pūtea/Tautāwhi Rangapū | Group Manager Finance and Corporate Support), **Hinetaakoha Viriaere** (Pouwhakarae Whakamahere me te Waeture | Group Manager Planning and Regulatory), **Langley Cavers** (Pouwhakarae – Hua Pūmau | Acting Group Manager Assets and Infrastructure), **Juanita Savage** (Chief of Operations) **Te Aroha Cook** (Kaiarataki Whakaoranga | Recovery Manager & Acting Group Manager Community Services and Development), **Hinemoa Hubbard** (Kaiurungi Mana Ārahi | Governance Officer), **Hira Campbell** (Transport Asset Manager), **Kate Standring** (Executive Principal|Office of the Mayor/Office of the Chief Executive), **Michael West** (Business Analyst), **Tyler Trafford-Misson** (District Planner), **Addissa Poipoi**, **Nathan Aranui**

1 KARAKIA

A karakia was held before the meeting.

2 APOLOGIES FOR ABSENCE

APOLOGY

RESOLUTION 2025/37

Moved: His Worship the Mayor Craig Little

Seconded: Cr Jeremy Harker

That the apology received from Cr Roslyn Thomas be accepted and leave of absence granted.
Cr Chaans Tumataroa Clarke's absence was also noted.

CARRIED

3 DECLARATIONS OF CONFLICT OF INTEREST

To be declared as the agenda progresses.

Cr Harker advised of conflicts of interest relating to items in the Public Excluded section.

4 CHAIRPERSON'S ANNOUNCEMENTS

Nil.

5 LATE ITEMS OF URGENT BUSINESS**LATE ITEMS****RESOLUTION 2025/38**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Melissa Kaimoana

That the following reports be received as late items:

- Item 8.6 - *Addendum - 8.4 Updates – Delegation Manual*
- Item 8.7 - *Road Naming Tihitihi Pā*

CARRIED

6 PUBLIC PARTICIPATION

Nathan Aranui and Addissa Poipoi introduced themselves as the contractors responsible for recycling and rubbish services in Kotemaori, Raupunga, Mohaka, and Waihua, a role they have held for over 11 years.

They noted their understanding that maintenance services- including toilets, playgrounds, and mowing- were being combined with the recycling run under a new tender, for which they submitted a bid. They also raised concerns regarding complications with the contract process.

7 MINUTES OF THE PREVIOUS MEETING**RESOLUTION 2025/39**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Melissa Kaimoana

That the minutes and confidential minutes of the Ordinary Meeting held on 29 April 2025 and the Extraordinary Meeting held on 20 May 2025 be confirmed.

CARRIED

8 GENERAL ITEMS**8.1 WAIROA ECONOMIC DEVELOPMENT PLAN 2025****RESOLUTION 2025/40**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Melissa Kaimoana

That Council receives, but does not adopts at this time, the report, and directs officers to arrange a workshop to further consider the matters canvassed in the draft report.

CARRIED

The Chief Of Operations introduced the report.

Council queried the alignment of the implementation plan with the Special Economic Zone and noted the cost of compliance as a key risk to economic development.

8.2 LOCAL ELECTION 2025 VOTING DOCUMENT - CANDIDATE NAME ORDER

RESOLUTION 2025/41

Moved: Cr Jeremy Harker

Seconded: Cr Benita Cairns

That Council receives the report and adopts the option of listing candidates in alphabetical order by surname on the voting documents for the 2025 Local Election.

CARRIED

8.3 LOCAL WATER DONE WELL - TERMS OF REFERENCE REVIEW

RESOLUTION 2025/42

Moved: Cr Jeremy Harker

Seconded: Cr Benita Cairns

That Council adopt Option B:

- Issue a purchase order to Hastings District Council for \$65,000 + GST, in alignment with the Terms of Reference version tabled by Hastings District Council, Napier City Council, and Central Hawke's Bay District Council to their respective councils.

CARRIED

Council sought clarification on whether the funding qualified as 'better-off' funding and requested information on its potential impact on rates. The Interim Chief Executive advised uncertainty regarding the funding source, noted that it would be absorbed within existing budgets and recommended treating it as ratepayer money.

Council requested that, in future discussions with the Hawkes Bay councils, the possibility of prorating be addressed. The Interim Chief Executive agreed to this approach.

8.4 UPDATES - DELEGATION MANUAL

The Chief of Operations introduced the report.

Council:

- Queried the reasons behind significant increases and raised concerns about risk management. The Interim Chief Executive emphasised the importance of delegations in supporting the effective functioning of Council operations. He noted that Council retains

the authority to revoke or suspend delegations and advised that, in his view, the delegations manual should be reviewed at least annually to ensure Council remains comfortable with the current limits.

- Expressed unease about not being informed of high-value expenditures.

This item was adjourned at 2:23pm and considered in the Public Excluded section of the meeting. A resolution was made.

8.5 DEFERMENT OF PROPOSED DEVELOPMENT CONTRIBUTIONS POLICY

RESOLUTION 2025/43

Moved: His Worship the Mayor Craig Little

Seconded: Cr Benita Cairns

That Council:

1. Receives the report AND
2. Agrees to defer any further works on WDC's proposed Development Contributions Policy once further clarity is received on central government reforms AND
3. Instruct Council officers to report back on the status of the proposed Development Contributions Policy by no later than 1 April 2026 AND
4. Directs Council officers to respond to all submitters from the Development Contributions consultation process, advising them of Council's decision and next steps.

CARRIED

The District Planner introduced the report.

Council noted the absence of detail regarding the consultation process within the report. The District Planner advised that eight submissions had been received during the Development Contributions consultation process. He confirmed that each submitter would be contacted following the outcomes of the meeting and that the submissions would be carried forward to a later stage.

8.7 ROAD NAMING TIHITIHI PA

RESOLUTION 2025/44

Moved: Cr Jeremy Harker

Seconded: Cr Melissa Kaimoana

That Council:

1. Receive the report, AND
2. Approves the three proposed road names (Kānuka Street, Tarata Street and Kiekie Lane for Roads 1, 2 and 3 respectively) as endorsed by the Māori Standing Committee.

CARRIED

9 RECEIPT OF MINUTES FROM COMMITTEES/ACTION SHEETS

Nil

10 PUBLIC EXCLUDED ITEMS**RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2025/45**

Moved: Cr Benita Cairns

Seconded: Cr Melissa Kaimoana

That the public be excluded from the following parts of the proceedings of this meeting at 2:38pm.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
10.1 - EMERGENCY WORKS PROCUREMENT PROGRAMME	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
10.2 - ROAD MAINTENANCE CONTRACTS -SEALED AND UNSEALED ROADS	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
10.3 - Property Maintenance Contracts	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of

	activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	information for which good reason for withholding would exist under section 6 or section 7
8.4 – Updates – Delegation Manual	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
8.6 – Addendum – 8.4 Updates – Delegation Manual	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
CARRIED		

<p>RESOLUTION 2025/46</p> <p>Moved: Cr Benita Cairns</p> <p>Seconded: His Worship the Mayor Craig Little</p> <p>That Council moves out of Closed Council into Open Council at 3:39pm.</p> <p style="text-align: right;">CARRIED</p>

The Meeting closed with a closing karakia by Cr Kaimoana at 3:40pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 24 June 2025.

.....
CHAIRPERSON

Council (Ordinary and Extraordinary) - Actions Sheet

<u>ACTION</u>	<u>MEETING THE ACTION WAS RAISED IN</u>	<u>DUE DATE</u>	<u>OFFICER RESPONSIBLE</u>	<u>COMMENTS</u>	<u>STATUS</u>	<u>PUBLIC EXCLUDED</u>
Arrange a workshop to further consider the matters canvassed in the draft report (8.1 - Wairoa Economic Development Plan)	27/05/2025		Austin King/Juanita Savage		Not Started	No
Respond to all submitters from the Development Contributions consultation process, advising them of Council's decision and next steps. (8.5 – Deferment of proposed Development Contributions Policy)	27/05/2025	24/06/2025	Tyler Trafford-Misson		Completed	No

8 GENERAL ITEMS

8.1 REALLOCATION OF BETTER OFF FUNDING

Author: Langley Cavers, Acting Group Manager Assets & Infrastructure

Authoriser: Malcolm Alexander, Interim Chief Executive

Appendices: Nil

PURPOSE

- 1.1 The purpose of this report is to seek Council approval for the reallocation of a portion of the Better Off Funding (BOF) for use in the work that is being undertaken for the Local Waters Done Well programme

RECOMMENDATION

The Acting Group Manager Assets & Infrastructure RECOMMENDS that Council confirm if it wishes to reallocate Better Off Funding to meet some of the costs of the Local Waters Done Well programme and what the amount of funding will be to a maximum of \$1,551,000

1 BACKGROUND

- 1.1 As part of the Labour Governments three waters reform programme launched in October 2021 (which was later amended to the Affordable Water Reform) funding was made available to Local Government to assist with the costs being incurred with the transition to the new model and to “compensate” for the fact that Council would be worse off financially as a result of impacts such as stranded overheads
- 1.2 One of the funding programmes made available was called Better Off Funding where \$1billion was provided by the Crown to Local Government. The Wairoa District Council was allocated funds up to \$4,660,000 plus GST. Note this was Tranche 1 with a further \$1B of Crown funding to be released later.
- 1.3 It was up to Councils to decide on what this funding was allocated to and there was no requirement for this to be spent on 3 waters infrastructure of services.
- 1.4 The Wairoa District Council allocated the BOF to the projects as listed in Table 1.

Project	Current budget allocation
Library Refurbishment / Community Hub	\$275,000.00
Mortuary Waste Disposal System	\$130,000.00
Nga Manu o Taiharuru / Mahia Recreational Spaces	\$66,000.00
Nuhaka-Opoutama Road Dropout Repairs	\$1,970,000.00
Pensioner Housing – Healthy Homes Upgrades	\$198,000.00
Riverside Campground Improvements	\$176,000.00
Rural Drainage Improvements	\$275,000.00
Standring Park Netball Courts Upgrade - Stage 1	\$260,000.00
Tuai Recreational Facilities	\$310,000.00
Winter's Building Redevelopment	\$1,000,000.00

Total	\$4,660,000.00
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Table 1: Current Better Off Funding Allocation

- 1.5 With the change in Government in late 2023 the Affordable Waters legislation was repelled, and the Coalition Government introduced its version of waters reform, called Local Water Done Well
- 1.6 The Coalition Government put a hold on any further funding being provided to Local Government. However, the funding that had been provided by the previous government remained in place.
- 1.7 With respect to the BOF the Coalition Government asked each Council whether there was any ability or appetite for council to voluntarily redirect any unspent Better Off funding (where applicable) towards investment into water services or water services infrastructure, or to establish new service delivery vehicles for the provision of water services.
- 1.8 Wairoa District Council did not make any changes to its allocation.

2. CURRENT STATUS OF BETTER OFF FUNDING PROJECTS

- 2.1 The status of the BOF projects are presented in Table 2.

Project	Current budget allocation	Claimed funds	Unclaimed funds	Committed expenditure to date (incl. contracts)	Expenditure remaining	Comments
Library Refurbishment / Community Hub	\$275,000	\$165,000	\$110,000	\$275,000	\$0	Complete
Mortuary Waste Disposal System	\$130,000	\$26,000	\$104,000	\$5,000	\$125,000	Underway and funds "committed"
Nga Manu o Taiharuru / Mahia Recreational Spaces	\$66,000	\$66,000	\$0	\$66,000	\$0	
Nuhaka-Opoutama Road Dropout Repairs	\$1,970,000		\$1,970,000	\$729,000	\$1,241,000	All funds allocated to sites out to 2027. \$729k committed via contracts and expenditure to date.
Pensioner Housing – Healthy Homes Upgrades	\$198,000	\$198,000	\$0	\$198,000	\$0	Complete
Riverside Campground Improvements	\$176,000	\$176,000	\$0	\$176,000	\$0	Complete
Rural Drainage Improvements	\$275,000	\$275,000	\$0	\$275,000	\$0	Complete
Standring Park Netball Courts Upgrade - Stage 1	\$260,000	\$260,000	\$0	\$260,000	\$0	Complete
Tuai Recreational Facilities	\$310,000	\$62,000	\$248,000	\$0	\$310,000	No progress to date
Winter's Building Redevelopment	\$1,000,000	\$1,000,000	\$0	\$1,000,000	\$0	Complete (in terms of BOF
	\$4,660,000	\$2,228,000	\$2,432,000	\$2,255,000	\$2,405,000	

3. LOCAL WATER DONE WELL FUNDING REQUIREMENTS

- 3.1 While a specific budget has not been prepared by staff at this point of time there will be considerable costs associated with moving to whatever option the Council adopts for the future provision of water services under Local Waters Done Well (LWDW). The preferred option currently is the formation of a Waters Services Entity being a multi Council owned Council Controlled Organisation with the other Hawkes Bay Councils. Other options that are being consulted on include a single Council CCO or an enhanced status quo.
- 3.2 The direct cost to date of the “combined” regional option development has previously been reported to Council and is \$165,000. Council is currently incurring costs for professional advice on the various options. These are currently being funded by a combination of Crown provided Transitional Funding, current operating surplus and debt.
- 3.3 While an estimate has not been made of the costs to implement a Water Services Delivery Plan, as one has not been adopted, it is likely to be in the \$100’s of thousands or more depending on the model chosen.
- 3.4 While we do not know the cost at this point in time it is appropriate to consider whether Council would like to use unspent BOF for this purpose before they are further committed. An early decision on this is required so that the projects that currently have uncommitted funds can be paused or stopped.

4. OPTIONS FOR REALLOCATON OF BOF TO LWDW

- 4.1 The options identified are:
 - a. Do Nothing
 - b. Reallocate Funds for Projects not started
 - c. Reallocate Funds for Projects started but can be paused or stopped

4.2 Option A.

For this option no funds from the BOF would be allocated to the LWDW programme. LWDW costs would be funding from debt and recovered over the next few years or passed on to the new water services provider

4.3 Option B

For this option the only project that has not started in the Tuai Recreational Facilities. Funding of \$310,000 could be reallocated to LWDW

4.4 Option C

There are 2 projects that are underway but have not committed all funds. These are the Mortuary Waste Disposal System and the Nuhaka-Opoutama Road Dropout Repairs.

Work is reasonably well advanced with the investigation and design of the Mortuary Disposal System. While it would be possible to stop this project it would be best to take this to completion. In this regard it is assumed that there are no funds to reallocate to LWDW.

The Nuhaka-Opoutama Road Dropout Repairs current consists of 19 individual sites where resilience works are required to address dropouts and coastal erosion that threaten the road. The BOF is being used to fund the local share of these works. The transport funding is split 88%/12% with NZTA with the 12% being the local share. To date \$729,000 is committed across 7 of the sites. There is \$1,241,000 that could be allocated to LWDW

4.5 Total Funding Available

The funding available to transfer to LWDW is \$1,551,000. Council may wish to allocate none, some or all of this to LWDW.

4.6 Preferred Option

Staff do not have a preferred option

5. CORPORATE CONSIDERATIONS**What is the change?****5.1 Reallocation of BOF from existing projects to LWDW****Compliance with legislation and Council Policy****5.2** There is no legislation or Council policy that covers the BOF. Reallocation of BOF funding for implementation of LWDW is in accordance with the direction given by the Coalition Government**What are the key benefits?****5.3** The key benefit is that there would be reduced cost to Council or water consumers if the BOF was used for LWDW.**What is the cost?****5.4** The cost for the implementation of LWDW is not known at this stage as Council has not made a decision on its Water Services Delivery Plan. On the assumption that there are 2,000 water connections paying a uniform charge for water supply, every \$100,000 spent on LWDW costs each consumer \$50.**Maori Standing Committee****5.5** This matter has not been referred to the Māori Standing Committee**6. SIGNIFICANCE****6.1** The decision to reallocate BOF is not considered significant**Confirmation of statutory compliance**

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

9 RECEIPT OF MINUTES FROM COMMITTEES/ACTION SHEETS

Nil

10 PUBLIC EXCLUDED ITEMS**RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

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

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
10.1 - Statute Barred Rate Arrears Write-off 2017-18	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7