



**The Ordinary Meeting of the  
Kawerau District Council will be held  
on Wednesday 13 December 2023  
in the Council Chambers  
commencing at 9.00am**

**A G E N D A**

## **GUIDELINES FOR PUBLIC FORUM AT MEETINGS**

1. A period of thirty minutes is set aside for a public forum at the start of each Ordinary Council or Standing Committee meeting, which is open to the public. This period may be extended on by a vote by members.
2. Speakers may address meetings on any subject. However, issues raised must not include those subject to legal consideration, or be issues, which are confidential, personal, or the subject of a formal hearing.
3. Each speaker during the public forum is permitted to speak for a maximum of three minutes. However, the Chairperson has the discretion to extend the speaking time.
4. Standing Orders are suspended for the duration of the public forum.
5. Council and Committees, at the conclusion of the public forum, may decide to take appropriate action on any of the issues raised.
6. With the permission of the Chairperson, members may ask questions of speakers during the period reserved for public forum. Questions by members are to be confined to obtaining information or clarification on matters raised by the speaker.

**The Ordinary Meeting of the Kawerau District Council  
will be held on Wednesday 13 December 2023  
in the Council Chambers commencing at 9.00am**

**A G E N D A**

**Opening Prayer**

**Apologies**

**Leave of Absence**

**Public Forum**

**Declarations of Conflict of Interest**

**1 CONFIRMATION OF COUNCIL MINUTES**

**1.1 Ordinary Council – 29 November 2023**

**Pgs. 1 - 4**

**Recommendation**

*That the minutes of the Ordinary Council Meeting held on 29 November 2023 be confirmed as a true and accurate record.*

**2 RECEIPT OF COMMITTEE MINUTES**

**2.1 Audit and Risk Committee Meeting – 4 December 2023**

**Pgs. 5 - 6**

**Recommendation**

*That the Minutes of the Audit and Risk Committee meeting held on 4 December 2023 be confirmed as a true and accurate record.*

**3 Action Schedule (101120)**

**Pgs. 7 - 13**

**Recommendation**

*That the updated Action Schedule of resolutions/actions requested by Council be received.*

**4 Her Worship the Mayor's Report (101400)**

**Pgs. 14 - 15**

**Recommendation**

*That Her Worship the Mayor's report for the period Thursday 23 November to Wednesday 6 December 2023 is received.*

**5 Stoneham Park Reserve Exchange and Reserve Revocation Process (Communications and Engagement Manager) (110553)**

**Pgs. 16 - 19**

Attached is a report on the Stoneham Park Reserve Exchange and Reserve Revocation Process.

**Recommendations**

1. *That the report “Stoneham Park Reserve Exchange and Reserve Revocation” be received.*
2. *That Council resolves to approve the commencement of the Reserve Revocation process for the Reserve, being Lot 1 DPS 54056, for the following reasons:*
  - a. *To enable the reserve status to be revoked and be replaced by freehold status enabling the eventual development and sale of the sections;*
  - b. *To maximise the use of the recreational reserve no longer required or being used for organised sport;*
  - c. *Acknowledging the fee simple land located on Fenton Mill Road being 5.44ha (Lot 2 DPS 77805), has been exchanged, becoming recreational reserve which will be developed and enhanced for this purpose.*
3. *That Council publicly notifies the Reserve Revocation of Lot 1 DPS 54056 on 10 January 2024 for a period of one month.*

**6 Council Meetings Schedule for 2024 (Group Manager, Finance and Corporate Services) (104000)**

**Pgs. 20 - 21**

Attached is a report on Council meetings schedule for 2024

**Recommendations**

1. *That the report “Council Meetings Schedule for 2024” be received.*
2. *That Council adopts the Council meetings, as detailed in Appendix A – “Council Meetings Schedule for 2024”*

**7 Exclusion of the Public**

**Recommendation**

*That the public is excluded from the following part of the proceedings of this meeting, namely:*

1. **Minutes for Confidential Meeting Held on 29 November 2023.**
2. **Eastern Bay of Plenty Local Alcohol Policy.**

*The general subject of the matter to be considered while the public is excluded; the reason for passing this resolution in relation to the matter, and the specific grounds under Section 48(1) of the Local Government Information & Meetings Act 1987 for the passing of this resolution is as follows:*

<b><i>General Subject of the matter to be considered</i></b>	<b><i>Reason for passing this resolution in relation to each matter</i></b>	<b><i>Ground(s) under section 48(1) for the passing of this resolution</i></b>
<p><i>1. Minutes from Confidential Meeting held on 29 November 2023.</i></p> <p><i>2. Eastern Bay of Plenty Local Alcohol Policy.</i></p>	<p><i>Maintain the effective conduct of public affairs through the free and frank expression of opinions.</i></p>	<p><i>That 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 exists.</i></p> <p><i>Section 48 (1) (a) (i)</i></p>

*This resolution is made in reliance on Section 48(1) (a) of the Local Government Official Information & Meetings Act 1987 and the particular interest or interests protected by Section 7 (2) (b) (i) of that Act.*

C Marjoribanks  
**Interim Chief Executive Officer**

**Minutes of the Ordinary Meeting of the Kawerau District Council  
held on Wednesday 29 November 2023  
in the Council Chamber commencing at 9.00am**

**Present:** Her Worship the Mayor F K N Tunui  
Deputy Mayor A Rangihika  
Councillor C J Ion  
Councillor S Kingi  
Councillor B Julian  
Councillor R G K Savage  
Councillor W Godfery  
Councillor J Ross  
Councillor R Andrews

**In Attendance:** Interim Chief Executive Officer (C Marjoribanks)  
Group Manager, Operations and Services (H van der Merwe)  
Group Manager, Finance and Corporate Services (L Butler)  
Group Manager, Regulatory and Planning (M Glaspey)  
Economic and Community Development Manager (L Barton)  
Administration Officer (T Barnett)

**Opening Prayer**

*Pastor Mark Kingi opened the meeting with a prayer.*

**Apologies**

*No Apologies were received.*

**Leave of Absence**

*No Leave of Absence was received.*

**Public Forum**

**Brett Pacey**

Congratulated Council on another year and wished Elected Members and Council a Safe Christmas and New Year.

Asked for an update on the following:

- Proposal to bring the market day back into the CBD
- The extension on the Kawerau Districts boundary line.
- The land transfer titles for the Stock Pound and Stoneham Park.

## **Declarations of Conflict of Interest**

*No declarations of conflict of interest were received.*

### **1 CONFIRMATION OF COUNCIL MINUTES**

#### **1.1 Ordinary Council – 25 October 2023**

**Resolved**

**Councillors Julian / Savage**

*That the minutes of the Ordinary Council Meeting held on 25 October 2023 be confirmed as a true and accurate record.*

### **2 RECEIPT OF COMMITTEE MINUTES**

#### **2.1 Regulatory and Services Committee – 15 November 2023**

**Correction:**

Public forum – Elaine McGlinchey's name was spelt incorrectly, change on minutes to reflect correct spelling.

Item 5 – Monthly Report – Communications and Engagement Manager – Change mover and seconder to Councillors Kingi / Savage.

Add time public excluded 10.13am

**Resolved**

**Councillors Ion / Deputy Mayor Rangihika**

*That the Minutes of the Regulatory and Services Committee meeting held on 15 November 2023 be confirmed as a true and accurate record.*

### **3 Action Schedule (101120)**

**Resolved**

**Councillor Kingi / Deputy Mayor Rangihika**

*That the updated Action Schedule of resolutions/actions requested by Council is received.*

### **4 Her Worship the Mayor's Report (101400)**

**Resolved**

**Her Worship the Mayor / Councillor Kingi**

*That Her Worship the Mayor's report for the period Thursday 19 October to Wednesday 22 November 2023 is received.*

### **5 Adoption of Porritt Glade Annual Report for Year Ended 30 June 2023 (Financial Accountant) (206700)**

Council discussed the report from the Financial Accountant regarding the adoption of the Porritt Glade Annual Report for the year ended 30 June 2023.

**Resolved**

**Councillors Ion / Savage**

1. *That the report "Adoption of Porritt Glade Annual Report for Year Ended 30 June 2023" be received.*
2. *That Council adopts the Porritt Glade Annual Report for the year ended 30 June 2023.*
3. *That the Mayor and Interim Chief Executive Officer are delegated to sign the Porritt Glade Annual Report for the year ended 30 June 2023, following adoption by Council.*

**6 Annual Plan Performance for the Three Months Ended 30 September 2023 (Group Manager, Finance and Corporate Services) (110400)**

Council discussed report on the Annual Plan Performance for the Three Months Ended 30 September 2023

**Resolved**

**Councillor Savage / Julian**

*That the report "Annual Plan Performance for the Three Months Ended 30 September 2023" be received.*

**7 Exclusion of the Public – 9.53am**

**Resolved**

**Councillor Julian / Deputy Mayor Rangihika**

*That the public is excluded from the following part of the proceedings of this meeting, namely:*

1. **Minutes for Confidential Meeting Held on 25 October 2023.**
2. **Water Supply Reticulation Tender – Zones 2 and 3.**
3. **Wood Waste Management and Fees.**

*The general subject of the matter to be considered while the public is excluded; the reason for passing this resolution in relation to the matter, and the specific grounds under Section 48(1) of the Local Government Information & Meetings Act 1987 for the passing of this resolution is as follows:*

<b><i>General Subject of the matter to be considered</i></b>	<b><i>Reason for passing this resolution in relation to each matter</i></b>	<b><i>Ground(s) under section 48(1) for the passing of this resolution</i></b>
<i>1. Minutes from Confidential Meeting</i>	<i>Maintain the effective conduct of public affairs</i>	<i>That the public conduct of the relevant part of the proceedings of</i>

<p><i>held on 25 October 2023.</i></p> <p><i>2. Water Reticulation Tender – Zones 2 and 3.</i></p> <p><i>3. Wood Waste Management and Fees.</i></p>	<p><i>through the free and frank expression of opinions.</i></p>	<p><i>the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.</i></p> <p><i>Section 48 (1) (a) (i)</i></p>
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*This resolution is made in reliance on Section 48(1) (a) of the Local Government Official Information & Meetings Act 1987 and the particular interest or interests protected by Section 7 (2) (b) (i) of that Act.*

**Meeting closed 10.38pm**

F K N Tunui

**Mayor**

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**Kawerau District Council Minutes of an  
Audit and Risk Committee held on 4 December 2023  
commencing at 1.00pm**

**Present:** Philip Jones – P J Associates (via Zoom)  
Her Worship the Mayor – F K N Tunui (Chair)  
Deputy Mayor – A Rangihika  
Councillor Ion  
Councillor B J Julian

**In Attendance:** Interim Chief Executive Officer (C Marjoribanks)  
Group Manager, Finance and Corporate Services (L Butler)  
Group Manager, Regulatory and Planning (M Glaspey)  
Administration Officer (T Barnett)

**Opening Prayer**

*Her Worship the Mayor opened the meeting with a karakia.*

**Apologies**

*No apologies were received.*

**Declarations of Conflict of Interest**

*No conflicts of interest were received.*

**1 CONFIRMATION OF AUDIT AND RISK COMMITTEE MINUTES**

**1.1 Audit and Risk Committee – 2 October 2023**

**Resolved** **Councillor Julian / Chair Jones**

*That the minutes of the Audit and Risk Committee Meeting held on 2 October 2023 be confirmed as a true and accurate record.*

**2 Health, Safety and Wellbeing Report for Period 1 September 2023 – 31 October 2023  
(Group Manager, Regulatory and Planning (509500))**

Attached is the report from the Group Manager, Regulatory and Planning covering Health, Safety and Wellbeing report for period 1 September 2023 – 31 October 2023.

**Action Item:**

Email to be sent to staff from Elected Members offering levels of support regarding an incident at the pools where a staff member was abused by a member of the public.

**Resolved** **Deputy Mayor Rangihika / Councillor Ion**

*That the report "Health, Safety and Wellbeing report for period 1 September 2023 – 31 October 2023" be received.*

**3 Treasury Report to 31 October 2023 (Group Manager, Finance and Corporate Services) (110551)**

The Committee received a Treasury report from the Group Manager, Finance and Corporate Services covering the period to 31 October 2023.

**Resolved**

**Councillor Ion / Chair Jones**

*That the report "Treasury report to 31 October 2023" be received.*

**4 Annual Plan Performance for the Three Months Ended 30 September 2023 (Group Manager, Finance and Corporate Services) (110400)**

The Committee received the report for the Annual Plan Performance for the Three Months Ended 30 September 2023.

**Resolved**

**Deputy Mayor Rangihika / Councillor Julian**

*That the report "Annual Plan Performance for the Three Months Ended 30 September 2023" be received.*

Meeting closed 1.25pm

F K N Tunui

**Chairperson**

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## Action Schedule

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
A&R 04.02.20	<p><b>Council's Risk Maturity Improvement Programme</b></p> <p>Arrange KPMG to review Council's Risk Management Maturity profile once the tasks in progress / underway are completed.</p>	GM F&CS	Completed  In Progress	<p>Council has completed all areas recommended for improvement and will be engaging a consultant to further assess Council's risk maturity.</p> <p>The risk register that was developed is reviewed regularly by the Audit and Risk Committee.</p> <p>A potential provider was identified during July; however, the cost would be significant and more than budgeted. Staff are investigating to see if there is a cost-effective option and approach.</p>	March 2024
Council 26.05.20	<p><b>Results of 2020 NRB Survey (Community Satisfaction Survey)</b></p> <p>Elected Members agreed to review the way in which Council engages community satisfaction.</p>	C&EM	Completed	<p>After assessing providers, and discussion with Whakatāne and Ōpōtiki, SIL Research a New Zealand based (Hawkes Bay) registered market research company with 25-plus years' experience in local government will undertake this project. SIL Research has been the provider of resident surveys for both Whakatāne and Ōpōtiki for a number of years.</p> <p>Timing of the survey moved from January (the traditional timing for the survey) to April/May with the results available by the end of May/June 2023.</p> <p>Plan to use multiple methods for data collection including phone, mail, social media, and targeted approaches. Project Outline available.</p>	<p>Draft Questions March 2023</p> <p>Survey completion April/May 2023</p> <p>Draft report June 2023</p> <p>Final Report July 2023</p> <p>Report tabled at workshop 30 August '23</p>

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
Council 26.05.20	<b>Results of 2020 NRB Survey continued (Community Satisfaction Survey)</b>			<p>Opportunity to assess Triennial Residents' Survey with SIL Research; and to assess electronic methods for ongoing monthly customer satisfaction survey online.</p> <p><u>19 October – 2023</u> Council requested staff to investigate the frequency of the survey, which will be wrapped up with an operational review of the monthly internal customer survey. Expected to have more details in 2024.</p>	<p>27 Sept Council mtg receive report and made public</p> <p>Dec 2023 In progress</p>
Council 28.0.22	<b>His Worship the Mayor's Report</b> Elected Members agreed to move the cemetery records from the toilet block area to another area of the cemetery.	GM O&S	In Progress	A solution was developed, costed and presented to Elected Members at the May Workshop. A further Workshop was held following the June Regulatory & Services Committee Meeting. A revised plan will be presented to Council.	Completed September 2023
	<u>22.02.23 Council</u> Staff to communicate to public regarding the relocation of the cemetery records.	C&EM	Pending a new and approved design and placement	Part of the Mayor's Message in the December 2022 newsletter As a new solution is being re-worked, and approved, we will advise the Community.	Ongoing

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
	<p><u>04.10.23 Hui</u></p> <p>Hui in Council Chambers with Mayor, Councillors, Kaumātua, Chief Executive, Dawn Hill, other community members and Council Staff. All agreed that names of loved ones needed to be moved away from the toilet block, onto a stand-alone display area, with a shelter. Kaumātua Tomai Fox and Te Haukākawa Te Rire recommended a simple design to provide a practical and functional area. Design to allow for current and additional names. Seating was also considered.</p>			<p>Meeting actions included: Group Manager Operations and Services, Hanno van der Merwe and team Steve Houia (both present at the meeting) were tasked with completing further work on possible designs. There was a discussion about a similar names' board at a Napier Cemetery.</p> <p>The next step once plans are drafted, is for the group to meet up at the Kawerau Cemetery to decide and agree on the most suitable placement.</p>	
R&S 12.07.22	<p><b>Monthly Report - Regulatory and Planning Services</b></p> <p>Iwi consultation for the Spatial Plan.</p>	GM R&P	In Progress	<p>The Eastern Bay of Plenty Spatial Plan (Our Spaces) is being developed in partnership with central government and Iwi from Whakatane, Opotiki and Kawerau. Tūwharetoa Settlement Trust has been invited to join, but declined as they do not believe they speak for all the Iwi. Tūwharetoa Kaumatua, Te Haukākawa (Boycie) Te Rire has agreed to sit at the Governance level (once established), and will liaise with Tūwharetoa Kaumātua on who may be the appropriate person to sit at the leadership level.</p> <p><u>Update – 27 April 2023</u></p> <p>Meeting with Ngāti Tūwharetoa (Bay of Plenty) Settlement Trust re: Stoneham Park Residential Development covered the Spatial and raised involvement of NTST engagement, particularly, with regard to the vision and aspirations for their whanau.</p>	Ongoing

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
R&S 12.07.22	<p><b>Monthly Report – Regulatory and Planning</b></p> <p>lwi consultation for the Spatial Plan continued</p>	GM R&P	In Progress	<p><u>Update – 22 May 2023</u> Hui was scheduled for 22 May with our lwi Kaumātua (who unfortunately was ill) but attended by Mayor Faylene Tunui, Deputy Mayor Aaron Rangihika, Cr Warwick Godfery, CEO Russell George and C&amp;EM Tania Humberstone who had invited Eastern BOP Spatial Plan lwi Facilitators Tipene Wilson and Te Riria Potiki to give an understanding of their role within the project to assist Council and lwi engagement; and to establish next steps in the engagement process with Council and Ngāti Tūwharetoa (Bay of Plenty Settlement Trust).</p> <p><u>Update – 24 May 2023</u> Raised at the hui with Tūwharetoa ki Kawerau Hauora, comprising various Māori Land Trust members. Request to return and present specifically on the Spatial Plan, Stoneham Park update and potential partnering opportunities.</p> <p><u>Update – 24 July 2023</u> Met with Tūwharetoa ki Kawerau Kaumatua (Hahuru), Ngāti Tūwharetoa (BOP) Settlement Trust and Tūwharetoa ki Kawerau Hauora to seek guidance on lwi representation on Spatial Plan Committees.</p> <p>Our Places – eastern bay spatial plan lwi liaison team (Tipene Wilson and Te Riria Potiki) have offered hui dates to discuss directly with lwi and Tangata Whenua. lwi liaison can carry this out independently of Council as part of their role to support lwi involvement.</p>	

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
R&S 12.07.22	<b>Monthly Report – Regulatory and Planning</b> Iwi consultation for the Spatial Plan continued	GM R&P	In Progress	<u>Update 17 October 2023</u> Letter sent to Tūwharetoa requesting feedback and introducing the availability of Spatial Plan Iwi Facilitators Tipene Wilson and Te Riria Potiki, to help them understand the process and be able to answer any questions they may have. Council has received no response to date.	
Council 26.04.23	<b>2025 Triennial Elections</b> Timetable to be distributed to Elected Members regarding upcoming events. - Overview comms' plan - Dates of engagement hui - Communications material  Note; Third reading of the Local Electoral Acts 2022 has gone through parliament on 24 August 2023. Some changes of date to the process.	C&E	Completed	<u>31.05.23 Council Workshop</u> Electoral Officer, Dale Ofoske, presented to Elected Members following the May Council meeting, specifically regarding Electoral System, Māori Representation and Representation.  <u>30.08.23 Council Workshop</u> Further work will be completed to finalise the communications material that will be presented and made public.	
	<u>06.09.23 Extraordinary Council</u> Council resolved to retain First Past the Post (FPP) Electoral System decision first of the three-step decision-making process for Council. Election Services outlined further detail of FPP and STV electoral systems.  23 November 2023 decision deadline for Māori Representation to establish for the 2025 and 2028 triennial elections.	C&E	Completed	Hui were organised with Tangata Whenua and the Community. Election Services' Electoral Officer Dale Ofoske presented facts on Māori Wards (and the wider question of Māori Representation) and the upcoming representation arrangements review in 2024. 22.09.23 Council met with Tūwharetoa ki Kawerau Hauora Trust at their offices. 25.09.23 Rautahi Marae hosted Council for a public hui. 25.09.23 Council convened a public meeting at the Concert Chambers.	September to November 23

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
Council 26.04.23	<b>2025 Triennial Elections continued.</b>	C&E	Completed	<p>09.10.23 Council presented to 50-plus students and teachers at Tarawera High School.</p> <p>09.10.23 An evening meeting was held at Tarawera Hight School; attendance was low.</p> <p>08.11.23 Council Workshop Elected Members discussed responses of engagement with Tangata Whenua and Community.</p> <p>14.11.23 Ngāti Tūwharetoa (BOP) Settlement Trust hosted Election Services to present at their Board meeting.</p> <p>165 plus online and hardcopy surveys were received. Information sent to residents via Council Pānui 22 September, 3 and 19 October. Closing date was extended to Friday, 17 November 2023.</p>	
	<u>22.11.23 Extraordinary Council</u> Council resolved to establish one or more Māori wards for the Kawerau District in the 2025 and 2028 triennial elections.	C&E	In Progress	Council will work through the review of representation arrangements. Consultation with Tangata Whenua and Iwi (meeting) and the community (via a survey) will take place.	February 2024
R&S 15.11.23	<b>Monthly Report - Operations and Services</b> Staff to provide an update to Hardie Avenue residents on progress and work moving forward. Staff to include a graph showing the usage of the unchlorinated water taps.	GM O&S	In Progress	A workshop was held on Wednesday 6 December. An update will be provided to Elected Members on Wednesday 13 December. Following the workshop, a public meeting will be held.	December 2023

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OC: Ordinary Council      EC: Extraordinary Council  
GMF&CS: GM, Finance & Corporate Services  
C&EM: Communication & Engagement Manager

A&R: Audit & Risk Committee  
GMO&S: GM, Operations & Services  
ECDM: Economic & Community Development Manager

R&S: Regulatory & Services Committee  
GMR&P: GM, Regulatory & Planning

Completed Items

Meeting Date	Action	Comments
R&S 15.11.23	<b>Monthly Report – Finance and Corporate Services</b> Staff to check weather stations to ensure they are providing accurate temperatures. Also, staff to seek clarification on how the Mill site recording of temperature is done.	An update will be included in the Manager’s November report to R&S Committee. The issues with the weather temperature gauge was resolved on 29 November, following work being completed by a Metservice technician.

<b><u>Meeting</u></b>	Council
<b><u>Meeting Date:</u></b>	13 December 2023
<b><u>Subject:</u></b>	<b>Her Worship the Mayor's Report</b>
<b><u>File No.</u></b>	101400

## 1 **Purpose**

The purpose of this report is to outline meetings, functions and events that have been hosted, attended and/or participated in for the period Thursday, 23 November to Wednesday, 6 December. Also included are upcoming meetings, functions and events from Thursday, 7 to Friday 22 December 2023.

### November

- |          |   |
|----------|---|
| Thurs 23 | <ul style="list-style-type: none"> <li>• Catchup with Council's Youth Projects Officer, John Rika re: TUIA Rangatahi Leadership Programme, held in the Mayor's Office.</li> <li>• Creative Communities Committee Meeting, to consider applications, held in the Committee Room</li> </ul>   |
| Fri 24   | <ul style="list-style-type: none"> <li>• Bay of Plenty Mayoral Forum, held at Rotorua Lakes Council<br/><a href="http://boprc.govt.nz">Bay of Plenty Mayoral Forum (boprc.govt.nz)</a></li> </ul>   |
| Sun 26   | <ul style="list-style-type: none"> <li>• Installation Ceremony for Pastors Mark and Jan Kingi, held at Kawerau House of Hope.</li> </ul>  |
| Wed 29   | <ul style="list-style-type: none"> <li>• Council Meeting, held in Council Chamber<br/><a href="http://kaweraudc.govt.nz">Council Meeting   Kawerau District Council (kaweraudc.govt.nz)</a> <ul style="list-style-type: none"> <li>○ Adoption of Porritt Glade Annual Report for Year Ended 30 June 2023</li> <li>○ Annual Plan Performance for the 3 Months ended 30 September 2023</li> <li>○ Exclusion of the Public <ul style="list-style-type: none"> <li>– Water Supply Reticulation Tender Zones 2 and 3</li> <li>– Wood Waste Management and Fees</li> </ul> </li> </ul> </li> <li>• Meeting with Scott Necklen of Local Government New Zealand re: CE recruitment, held in Council Chamber and via Zoom</li> </ul> |
| Thurs 30 | <ul style="list-style-type: none"> <li>• Council's Staff BBQ and Staff Acknowledgement Awards, held at Firmin Lodge</li> </ul>  |

### December

- |       |   |
|-------|---|
| Fri 1 | <ul style="list-style-type: none"> <li>• Tarawera High School Senior Prize Giving, held at Tarawera High School</li> </ul>  |
| Mon 4 | <ul style="list-style-type: none"> <li>• Blessing and Re-Opening of the Kawerau Work and Income Building, held at the Kawerau Service Centre</li> <li>• Audit &amp; Risk Committee Meeting, held in Council Chamber<br/><a href="http://kaweraudc.govt.nz">Audit and Risk Committee Meeting   Kawerau District Council (kaweraudc.govt.nz)</a> <ul style="list-style-type: none"> <li>○ Annual Plan Performance for the 3 Months ended 30 September 2023</li> </ul> </li> <li>• Future by Local Government Group meeting, re: next steps with the new Government, held via Microsoft Teams</li> </ul> |
| Wed 6 | <ul style="list-style-type: none"> <li>• Council Workshop, held in Council Chamber <ul style="list-style-type: none"> <li>○ S17A Review for Library Services</li> <li>○ Ground Water Remedial Measures for Hardie Avenue / Hilldale Reserve</li> <li>○ Residential Developments Update – Central Cove and Bell Street Duplex</li> </ul> </li> <li>• Memorandum of Understanding between Council and Ngāti Tūwharetoa (BoP) Settlement Trust to explore housing opportunities.</li> </ul>  |

- Presentation by Toi-EDA Board re: Rebranding and Talent Attraction Campaign by Woods Agency.
- Presentation by Kawerau Youth Council – review of 2023 and plan for 2024
- Meeting with Scott Necklen of Local Government New Zealand re: CE recruitment, held in Council Chamber and via Zoom

#### Upcoming Meetings, Functions and Events in December

- Thurs 7
- Kawerau Putauaki School Senior Prizegiving, to be held at Kawerau Putauaki School
  - Meeting with Senior Sergeant Al Fenwick re: Police responses and community reporting.
- Fri 8
- Tarawera High School Junior Prizegiving, to be held at Tarawera High School
- Mon 11
- LGNZ Special General Meeting, to be held via Zoom
- Wed 13
- Regulatory & Services Committee Meeting and Council Meeting, to be held in the Council Chamber
- Thurs 14
- Monthly Tangata Whenua Iwi Liaison Hui, to be held in Mayor's Office.
- Fri 15
- Bay of Plenty Civil Defence Emergency Management Group Joint Committee, to be held at Whakatane District Council
  - Regional Transport Committee Workshop and Meeting, to be held at Whakatane District Council
- Sat 16
- Kawerau Christmas in the Park
    - Santa Parade
    - Community Show
    - Evening Show
- Tues 19
- Project Governance Group meeting re: Eastern BoP (Kawerau, Opotiki and Whakatane Councils), Spatial Plan, to be held at Whakatane District Council

## **2 RECOMMENDATION**

That Her Worship the Mayor's report for the period Thursday, 23 November to Friday, 22 December 2023 be received.



Faylene Tunui  
**Kahika | Mayor**

**Meeting:** Council

**Meeting Date:** 13 December 2023

**Subject:** **Stoneham Park Reserve Exchange and Reserve Revocation Process**

**File No.:** 110553

## **1 Background**

The community and Council initially discussed the need for Council to enable new residential housing in the district in 2017. The aim was to ensure growth and sustainability of the district, and the provision of new housing stock.

At that time, the Stoneham Park recreational reserve had no longer been used for organised sport for several years, and it was an ideally suited parcel of land for development.

During the Long Term Plan 2021-2031 engagement process, Council again discussed the proposed Stoneham Park residential development with Tangata Whenua and Iwi, neighbours, Kowhai Park Body Corporate and the wider community.

Following the completion of initial concept and some baseline objectives completed in 2021, Council secured the support of property developers to assist with the project. In 2022, Council was successful in obtaining \$4.32 million via the Three Waters Reform Better Off Funding through Central Government.

This funding enables the development to be completed in stages, with a payback for the Kawerau community in addition to the Better Off Funding also being released. The funding has been secured with contracts between Council and Central Government.

The development required an exchange of the reserve status of original Stoneham Park Reserve (Lot 39 DPS 27247, 5.42ha) being one of the parcels that make up Stoneham Park Recreation Reserve under the provisions of section 24 of the Reserves Act 1977, with land identified as the Stock Pound on Fenton Mill Road (Lot 2 DPS 77805 5.44ha). This exchange was approved by the Department of Conservation in October 2023.

In parallel, the District Plan change process has been successful with a 'Residential Growth Precinct' now in place over the area, as part of the Kawerau Operative District Plan. This followed considerable engagement and two submission processes, including an Independent Commissioner-led Hearing and Report.

Currently, two Subdivision Resource Consent applications have been submitted by Stratum who have carried out the technical design phase with the oversight of Veros property developers.

Council now needs to revoke the reserve status of the final land parcel on Stoneham Park, being 5626m<sup>2</sup> (Lot 1 DPS 54056) (the **Reserve**) under s 24 of the Reserves Act 1977 (the Act) to complete the development.

## **2 Options Considered**

Council is the administering body of the Reserve. This report requests that Council, as administering body of the Reserve, resolve to revoke the reserve status of the Reserve under s 24 of the Act.

The reasons for the revocation of the Reserve are that:

Formerly used as soccer club grounds, Stoneham Park has not been used for organised sport since 2012. The amalgamation of multiple sports clubs saw the move of the former soccer club to Tarawera Park.

Therefore, the Stoneham Park reserve is not needed for its values as a recreational area. The completed reserve exchange for land on Fenton Mill Road secures the local availability of reserve, which in time will be developed for recreational purposes, ensuring there will not be loss of reserve land in the district.

Additionally, the flat land at Stoneham Park can be better utilised for housing meeting social outcomes.

This Reserve was originally gifted to Council from Tasman Pulp and Paper Limited for use as part of the soccer field complex and did not form part of the initial exchange process. Council did not derive title to the Reserve from the Crown and therefore ownership of the Reserve will not revert to the Crown upon revocation.

The process for the revocation is as follows:

1. Council consults with Department of Conservation (this has been completed).
2. Council resolves to revoke the reserve status and publicly notify the revocation and the reasons for doing so.
3. Council notifies the proposal and allows one month for public objections in accordance with the requirements under s 24(2)(c) of the Act 1977. The Act provides for an extended submission period if a proposed revocation is notified between 10 December and 10 January. Therefore, Council would notify the proposal on 10 January 2024 and give one month for objections.
4. Council considers any objections and passes a resolution.
5. Council forwards the objections and resolution to the Minister (via Department of Conservation). The Minister will decide how the land can be disposed of and for what purposes, so Council will need to advise the Minister that it intends to retain the land and use it for housing.
6. The Minister receives and considers objections and resolution of Council and makes a decision.
7. The Reserve status revoked via a Gazette Notice and Land Information New Zealand (LINZ).

### **3 Policy and Plan Considerations**

Revoking the reserve status of the Reserve is consistent with the policy and plan considerations of Council. The Council has completed significant engagement regarding the development as a whole and this revocation is, in effect, a tidying up of the exchange process.

In parallel with the revocation, the status of the Stoneham Park recreational reserve will be changed to freehold (non-reserve) for the purpose of residential development as authorised by Department of Conservation.

### **4 Risks**

The subdivision plan requires full utilisation of all the land identified as Stoneham Park, including the Reserve and the land parcel owned by Kowhai Park Body Corporate.

There is a risk that the proposed revocation will be opposed by the public through the submission process. However, public opposition is not fatal to the revocation as the obligation is on Council to properly consider any objections and then make a decision on how to proceed.

### **5 Legal Considerations**

The process to revoke the reserve status for the Reserve is set out in section 2 above.

The first stage of the revocation process, has been completed by Council seeking advice for the purposes of the requirement under section 24(2)(b) of the Act to consult with the Commissioner, prior to the public notification process.

### **6 Significance and Engagement**

Council has completed significant engagement with Tangata Whenua, Iwi, Kowhai Park Body Corporate and other Neighbours, and the community from 2021 through to 2023 with regard to the residential development proposed.

The proposed revocation is the final step required to enable the development by removing the Recreational Reserve status on Stoneham Park as a whole.

### **7 Conclusion**

In conclusion, having identified the implications, assessed the degree of risk and significance and previous engagement, the recommendation of this report is that Council resolves to proceed with the reserve revocation of the Reserve.

### **8 RECOMMENDATIONS**

1. That the report “Stoneham Park Reserve Exchange and Reserve Revocation” be received.
2. That Council resolves to approve the commencement of the Reserve Revocation process for the Reserve, being Lot 1 DPS 54056, for the following reasons:
  - a. To enable the reserve status to be revoked and be replaced by freehold status enabling the eventual development and sale of the sections;
  - b. To maximise the use of the recreational reserve no longer required or being used for organised sport;
  - c. Acknowledging the fee simple land located on Fenton Mill Road being 5.44ha (Lot 2 DPS 77805), has been exchanged, becoming recreational reserve which will be developed and enhanced for this purpose.
3. That Council publicly notifies the Reserve Revocation of Lot 1 DPS 54056 on 10 January 2024 for a period of one month.



Tania Humberstone

**Manager Communications and Engagement**

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**Meeting:** Council  
**Meeting Date:** 13 December 2023  
**Subject:** Council Meetings Schedule for 2024  
**File Number:** 104000

## 1 **Purpose**

The purpose of this report is to present to Council the Council and Committee meeting dates for 2024.

## 2 **Council Meeting Dates for 2024**

Appendix A attached details all Council meeting dates for 2024, with all meetings being held on a Wednesday, except for the Audit and Risk Committee meeting, which will continue to be held on a Monday.

The LGNZ Conference for 2024 is from 21 to 23 August 2024, this timeframe does not clash with any Council meetings.

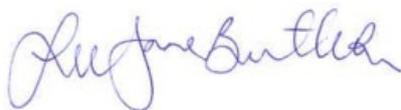
The meeting dates for the Audit and Risk Committee have been reviewed by the Independent Chair Mr Philip Jones to ensure availability. The April and June Audit and Risk meetings are the second Monday of the month, instead of the first Monday, as this clashes with Easter and King's birthday respectively.

There is no inclusion of Extra-ordinary Council meetings, as these are only set for extra-ordinary circumstances that arise when a full Council meeting is required. The intent is that should an Extra-ordinary meeting be required, where possible the meeting will be scheduled for a Wednesday.

There are three confirmed workshops to cover the Long-Term Plan (LTP) preparations and three tentative workshop dates should additional workshops be required to meet Council's LTP requirements.

## 4 **RECOMMENDATIONS**

1. That the report "Council Meetings Schedule for 2024" be received.
2. That Council adopts the Council meetings, as detailed in Appendix A – "Council Meetings Schedule for 2024".



Lee-Anne Butler CA, BMS

**Group Manager Finance and Corporate Services**

Appendix A -

Kawerau District Council  
Meeting Dates 2024

	Regulatory and Services Committee <u>Wednesday</u> Meeting Time: 9.00am	Ordinary Council <u>Wednesday</u> Meeting Time: 9.00am	Council Workshops <u>Wednesday</u> Meeting Time: 9.00am	Audit and Risk Committee <u>Monday</u> Meeting Time: 1.00pm
	Meeting Date	Meeting Date	Meeting Date	Meeting Date
January			31	
February	14	28	7 & 21	12
March	13	27	20	
April	10	24	17**	8
May	15	29	22**	
June	12	26	19**	10
July	17	31		
August	14	28		5
September	11	25		
October	16	30		7
November	13	27		
December	11	11		9

\*\* Possible additional workshops due to LTP requirements.