

**Minutes of the Regulatory & Services Committee
held on Wednesday 10 December 2025
commencing at 9.06am**

Present: Deputy Mayor S Kingi (Chairperson)
Her Worship the Mayor F K N Tunui
Councillor W Apiata
Councillor M Dowie
Councillor T Hill
Councillor B J Julian
Councillor J Ross
Councillor A R Worsley

In Attendance: Chief Executive Officer (M Godfery)
Group Manager, Finance and Corporate Services (L Butler)
Group Manager, Regulatory and Planning (M Glaspey)
Group Manager, Operations and Services (R Nel)
Communications & Engagement Manager (T Humberstone)
Economic and Community Development Manager (L Barton)
Administration Officer (L Kerei)

1 Karakia Timatanga | Opening Prayer

Pastor Mark Kingi opened the meeting with a prayer.

2 Apologies

Apologies from Councillor Leokava-Taani were received.

**Councillor Ross / Her Worship the Mayor
CARRIED**

3 Leave of Absence

A Leave of Absence from Deputy Mayor Kingi was received for Wednesday 17 December 2025.

**Her Worship the Mayor / Councillor Julian
CARRIED**

4 Declarations of Conflict of Interest

No Declarations of Conflict of Interest were received.

5 Public Forum

No Public Forum were received.

PART A – REGULATORY

6 Monthly Report - Regulatory and Planning Services (Group Manager, Regulatory and Planning) (340000)

The Committee discussed a report from the Group Manager, Regulatory and Planning covering activities for the month of November 2025.

Group Manager, Regulatory and Planning Updates:

- Paragraph 1 on page 5 states there were 12 non-compliances from the audit completed by IANZ. The correct number of non-compliances is 14.
- The Resource Management Act (RMA) dropped yesterday. Staff are looking into how this will impact Council and if any submissions need to be made.
- An application for an exemption from the district plan was submitted. This has been approved. Council can now go ahead with the boundary introduction into our district plan and that includes minor amendment to the industrial zoning for Putauaki Trust. Council can also start the process of going through the introduction of the Māori Purpose Zone.

Action Items:

- Communications to go out to the community regarding swimming pools at a residential property and the legislation and safety measures around them.
- Community to be advised about leaving furniture on the kerbside. If the owner cannot be identified and Council staff are required to dispose of the item's ratepayers will endure the costs.

Resolved

That the report from the Group Manager, Regulatory and Planning for the month of November 2025 is received.

**Councillors Ross / Hill
CARRIED**

PART B – NON-REGULATORY

7 Monthly Report – Finance and Corporate Services (Group Manager, Finance and Corporate Services) (211000)

The Committee discussed a report from the Group Manager, Finance and Corporate Services covering activities for the month of November 2025.

Group Manager, Finance and Corporate Services Update:

- The Library had a successful Pirate Murder Mystery evening.
- A full report about Council Insurance will go to the Risk and Assurance Committee which will highlight the invoices received from Aon New Zealand.

Correction:

- On page 8 the total roading requests is 11 not 6 which is noted below the table of the Request for Service (RFS).

Action Items:

- An update and feedback on the Pirate Murder Mystery evening.
- A breakdown of the priority list for tree removals to be in future reports.
- The Street Tree Policy to be circulated to Elected Members.
- Elected Members to be notified if a new RFS can be linked to an old one if an issue previously reported by the same complainant is then reported again.

Resolved

That the report from the Group Manager, Finance and Corporate Services for the month of November 2025 is received.

**Councillors Julian / Apiata
CARRIED**

8 Monthly Report - Operations and Services (Group Manager, Operations and Services) (440000)

The Committee discussed a report from the Group Manager, Operations and Services covering activities for the month of November 2025.

Group Manager, Operations and Services Update:

- The spring consent has expired, and a new consent application is with Bay of Plenty Regional Council (BOPRC). The legislation allows Council to use the water source until the resource consent has been revisited and approved.
- During this month, there have been a few water shutdowns due to water connections. When the water is turn back on staff expect the water to be discoloured so they do a flush of the water. There was a storm at the beginning of the December, and a tree root had impacted a water pipe along Tamarangi Drive causing residents in the surrounding area to have brown water. Council staff were on site of the damage after it was reported. This will be in the February report for R&S meeting.

Elected Members Comments:

- There are concerns around the condition of the road on River Road outside the Pump House and Dump Road and the continuous damage. Chief Executive Officer advised the continuous road conditions is due to the area being high traffic and the high-water table.

Resolved

That the report from the Group Manager, Operations and Services for the month of November 2025 is received.

Councillors Worsley / Hill

10.43am **Councillor Hill** departed from the meeting

9 Monthly Report - Economic and Community Development (Economic and Community Development Manager) (309005)

The Committee discussed a report from the Economic and Community Development Manager covering activities for the month of November 2025.

10.46am **Councillor Hill** returned to the meeting

Economic and Community Development Manager Update:

- Acknowledgement to the team, organisations, volunteers, the community for Christmas in the Park. It was an outstanding event with dry weather.

Elected Members Comments:

- It was queried if there were any feedback from local industries of the value of what is captured in the Wood Energy Strategy and if there is anything in the feedback that Council can support. Chief Executive Officer advised there was input from one business in Kawerau into the development of the strategy. Ministry of Business Innovation and Employment gave an invitation to local wood manufactures as well as forestry owners to give their feedback.
- Assurance Rautahi Marae have been engaged in terms of Emergency Management preparedness they will not be apart of the Iwi collective because they are a community marae.

Action Items:

- Chief Executive Officer to follow up who is putting in an application for the Wood Processing Growth Funds that would benefit our community.
- Rautahi marae to be added to the Marae Emergency Preparedness Plans.
- Economics and Community Development Manager to present a report to Council highlighting all aspects, volunteer groups and individuals, security and services that were involved in making of Christmas in the Park.

11.13am **Chief Executive Officer** departed from the meeting

11.16am **Chief Executive Officer** returned to the meeting

Resolved

That the report from the Economic and Community Development for the month of November 2025 be received.

**Councillors Dowie / Ross
CARRIED**

10 Monthly Report – Communications and Engagement (Communications and Engagement Manager) (340100)

The Committee discussed a report from the Communications and Engagement Manager covering activities for the month of November 2025.

Communications and Engagement Manager Corrections:

- Page 55 – The community were also able to drop their voting papers to the Kawerau Isite in the final weeks of the Local Elections 2025.
- Page 56 – Special Votes:
 - 300 plus special voting packs were provided to the community
 - 109 special votes were received from Kawerau
 - 66 special votes were allowed from Kawerau
 - 43 were not allowed. The reasons these 43 were not allowed: 19 – the voter was not enrolled; 21 – the declarations were not completed accurately; 3 – had already voted.

Elected Members Comment:

- Acknowledgment to the small Communication team for their continuous work on keeping the community informed.

Resolved

That the report from the Communications and Engagement Manager for the month of November 2025 is received.

**Her Worship the Mayor / Councillor Worsley
CARRIED**

Elected Members took the time to wish the Community all the best and to be safe during the Christmas and New Year holidays.

11 Karakia Whakamutunga | Closing Prayer

Pastor Mark Kingi closed the meeting with a prayer at 11.46am.


S Kingi
Chairperson and Deputy Mayor

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