



**I, Matthew Lawson, Tumu Whakarae | Chief Executive, hereby give notice that
an Ordinary Meeting of Council will be held on:**

Date: Tuesday, 4 August 2026
Time: 1:00 pm
Location: Council Chamber, Wairoa District Council,
Coronation Square, Wairoa

AGENDA

Ordinary Council Meeting

4 August 2026

MEMBERSHIP: His Worship the Mayor Craig Little, Cr Benita Cairns, Cr Jeremy Harker, Cr Roslyn Thomas, Cr Michelle Tahuri, Cr Trevor Waikawa, Cr Sara Bird

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**

Members need to stand aside from decision-making when a conflict arises between their role as a member of the Council and any private or other external interest they might have.

This note is provided as a reminder to members to review the matters of the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting, or at the relevant item of business, and refrain from participating in the discussion or voting on that item.

If a member thinks they may have a conflict of interest, they can seek advice from the Chief Executive or the Chief Operations Officer (preferably before the meeting). It is noted that while members can seek advice, the final decision as to whether a conflict exists rests with the member.

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 - 7 July 2026

Extraordinary Meeting - 21 July 2026

**MINUTES OF WAIROA DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA
ON TUESDAY, 7 JULY 2026 AT 1:02 PM**

PRESENT: His Worship the Mayor Craig Little, Cr Benita Cairns, Cr Jeremy Harker, Cr Roslyn Thomas, Cr Michelle Tahuri, Cr Trevor Waikawa, Cr Sara Bird

IN ATTENDANCE: **Matthew Lawson** (Tumu Whakarae | Chief Executive), **Juanita Savage** (Te Toihau Mahi | Chief of Operations), **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), **Kamal Narang** (Pouwhakarae – Hua Pūmau | Group Manager - Assets and Infrastructure), **Alannah Marshall**, **Kendel Ormond** (Kaiurungi Mana Ārahi | Governance Officers), **Kate Standring** (Executive Principal), **Hira Campbell** (Transport Asset Manager).

Public in Attendance: Gordon Preston

1 KARAKIA

The opening karakia was given prior to the meeting.

2 APOLOGIES FOR ABSENCE

APOLOGY

RESOLUTION 2026/31

Moved: His Worship the Mayor Craig Little

Seconded: Cr Jeremy Harker

That the apology received from Cr Waikawa for intermittent attendance be received and accepted
CARRIED

3 DECLARATIONS OF CONFLICT OF INTEREST

Cr Harker declared a conflict of interest with item 10.1 PX – Assets & Infrastructure Updates.

Cr Thomas declared a conflict of interest with item 10.2 Alexandra Park

4 CHAIRPERSON'S ANNOUNCEMENTS

His Worhsip provided an update on the current community engagement regarding local government reform.

Feedback received to date indicates:

- Unanimous support for Wairoa remaining a standalone unitary authority.
- The second preferred option is for Wairoa to align with Napier.

5 LATE ITEMS OF URGENT BUSINESS**LATE ITEM - ALEXANDRA PARK****RESOLUTION 2026/32**

Moved: Cr Benita Cairns

Seconded: Cr Jeremy Harker

That in accordance with Section 46A (7) of the Local Government Official Information and Meetings Act 1987 the item **Alexandra Park** be considered given the item had not come to hand at the time of Agenda compilation and consideration of this matter is required now in order to respond within the timeframe allowed.

CARRIED

6 PUBLIC PARTICIPATION

Mr Gordon Preston addressed the Council and expressed his support for Wairoa remaining a standalone authority rather than amalgamating. He also indicated his preference for an association with other councils.

Council thanked Mr Preston for his attendance and participation.

7 MINUTES OF THE PREVIOUS MEETING**RESOLUTION 2026/33**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Jeremy Harker

That the minutes [and confidential minutes] of the Ordinary Meeting held on 2 June 2026 and the Extraordinary Meeting held on 30 June 2026 be confirmed.

CARRIED

It was noted that the proposed speed management and traffic calming measures are yet to be referred to the Māori Standing Committee (MSC).

8 GENERAL ITEMS**8.1 TAB VENUE POLICY****RESOLUTION 2026/34**

Moved: Cr Jeremy Harker

Seconded: Cr Michelle Tahuri

That Council:

- a) adopts the draft TAB Venue Policy as attached as a proposal; and
- b) resolves to commence a Special Consultative Procedure pursuant to section 83 of the

Local Government Act 2002 seeking public input and submission on the proposal.

- c) refers the TAB venue policy to the Māori Standing Committee.

CARRIED

The Chief Executive presented the report, noting:

- The TAB Venue Policy is required to be reviewed every three years and that the previous policy had lapsed. It was explained that the proposed policy is unchanged from the previous version and that adoption of the proposal would enable the Special Consultative Procedure to commence.
- Council discussed the proposed consultation timeline, including the 30-day submission period.
- Council also discussed engagement with the Māori Standing Committee, noting that the proposed policy would be tabled at a future meeting.

8.2 GAMBLING VENUE POLICY

RESOLUTION 2026/35

Moved: His Worship the Mayor Craig Little

Seconded: Cr Benita Cairns

- a) That Council adopts the draft Class 4 Venue Policy as attached (or as amended) as a proposal; and
- b) resolves to commence a Special Consultative Procedure pursuant to section 83 of the Local Government Act 2002 seeking public input and submission on the proposal.
- c) refers the TAB venue policy to the Māori Standing Committee.

CARRIED

The Chief Executive presented the report, advising the policy would proceed through the Special Consultative Process.

Council discussed:

- The proposal, including engagement with the Māori Standing Committee, with the matter to be considered at a future meeting.
- The sinking lid policy approach. Consideration was given to how the sinking lid policy should be addressed within the Statement of Proposal.
- Previous community interest regarding the relocation of gaming machines and emphasised the importance of ensuring the consultation process includes targeted engagement so that community views are appropriately considered.

8.3 SETTING UP THE WAIROA WATER CCO**RESOLUTION 2026/36**

Moved: Cr Michelle Tahuri

Seconded: Cr Roslyn Thomas

That Council:

- a. Agrees that no further consultation is required on the establishment of a Council Controlled organisation in order to meet Council's obligations under s 82 of the Local Government Act 2002.
- b. Agrees to the formation of a Council Controlled limited liability company with the proposed name of Wairoa Water Limited or such alternative name as the Council considers appropriate.
- c. Agrees to the proposed Wairoa Water Limited being 100% owned by Wairoa District Council as a Council Controlled Organisation.
- d. Agrees that upon registration of Wairoa Water Limited with the Companies Office, Council register a constitution in the form attached as Appendix A.
- e. That upon registration and until directors are appointed to Wairoa Water Limited in accordance with Council's current policy that His Worship the Mayor Craig Little, Cr Benita Cairns and Cr Jeremy Harker are appointed as directors of Wairoa water Limited.

CARRIED

The Chief Executive presented the report, noting the proposed establishment of Wairoa Water Limited as a Council Controlled Organisation and that existing Council Controlled Organisation arrangements would support its establishment.

Council discussed:

- The cost implications and the interim appointment of three elected members as directors.
- The proposed name of the entity, community engagement, and the skills required of future directors.
- Amendments to the proposed constitution, including the removal of the reference to facsimile in clause 14.2. and the removal of the employee from Director's Report 9.1.

9 RECEIPT OF MINUTES FROM COMMITTEES/ACTION SHEETS

Nil

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

RESOLUTION 2026/37

Moved: His Worship the Mayor Craig Little

Seconded: Cr Michelle Tahuri

That the public be excluded from the following parts of the proceedings of this meeting at 1:26pm.

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 - PX - Assets & Infrastructure Updates	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 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 - Alexandra Park	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 s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial 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	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

	industrial negotiations)	
CARRIED		

RESOLUTION 2026/38

Moved: Cr Jeremy Harker

Seconded: Cr Michelle Tahuri

That Council moves out of Closed Council into Open Council at 3.20pm.

CARRIED

The closing Karakia was given by His Worship the Mayor Craig Little at 3:21pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 4 August 2026.

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CHAIRPERSON

Council (Ordinary and Extraordinary) - Actions Sheet 2025 Triennium

<u>ACTION</u>	<u>MEETING THE ACTION WAS RAISED IN</u>	<u>OFFICER RESPONSIBLE</u>	<u>COMMENTS</u> (Update 2/07)	<u>STATUS</u>
Report any cost-savings benefits and present the final location for the North Clyde Playground to Council by 31 March 2026	16/12/2025 (Item 8.4)	Group Manager of Assets & Infrastructure	Discussions and a Site Visit took place 30 June 2026. More information provided in Item 10.1	In Progress
Review the Pensioner Housing Policy and Positive Ageing Policy, and report back to Council through a workshop once the review is complete.	5/05/2026 (Item 8.2)	The Group Manager of Planning and Regulatory	A workplan is in place. Report coming to ARI committee	In Progress
Present the Speed Management and Traffic Calming Measures Report to the Māori Standing Committee for consideration and feedback.	2/06/2026 (Item 8.1)	Hira Campbell	This was briefly discussed at the Māori Standing Committee meeting held on 23 June 2026 but will be presented to the next meeting on 25 August 2026.	In Progress
Commence special consultative Procedure and refer TAB venue policy to MSC	7/07/26 Item 8.1 TAB Venue Policy	CE / COO	Consultation live. Closes 30 August. On agenda for MSC hui	In progress
Commence special consultative Procedure and refer Gambling Venue Policy	7/07/26 8.2 Gambling Venue Policy	CE / COO	Consultation live. Closes 30 August On agenda for MSC hui	In progress
Register Wairoa Water Limited with the Companies Office and register the Constitution	7/07/26 8.3 Setting up the Wairoa CCO	CE	Awaiting the required information from Directors to commence registration	In progress

Note:	Commence investigation of options under the Local Government Act 2002 that reflect the community feedback to date	21/7/26 5.1 Simplifying Local Government – Head start pathway	CE	Initial information has been collated and a presentation is being prepared	In progress
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**MINUTES OF WAIROA DISTRICT COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE,
WAIROA
ON TUESDAY, 21 JULY 2026 AT 11.01AM**

PRESENT: His Worship the Mayor Craig Little, Cr Benita Cairns, Cr Jeremy Harker, Cr Roslyn Thomas, Cr Michelle Tahuri, Cr Trevor Waikawa (online), Cr Sara Bird

IN ATTENDANCE: **Matthew Lawson** (Tumu Whakarae | Chief Executive), **Juanita Savage** (Te Toihau Mahi | Chief of Operations), **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), **Kamal Narang** (Pouwhakarae – Hua Pūmau | Group Manager - Assets and Infrastructure) online, **Alannah Marshall**, **Kendel Ormond** (Kaiurungi Mana Ārahi | Governance Officers), **Kate Standing** (Executive Principal).

Public in Attendance: Tom Belford (HB buzz, online), Gary Hamilton (NZME, online), Kitea Tipuna, Rachel Dosser, Lawrence Yule, Pieri Munro.

1 KARAKIA

The opening karakia was given prior to the meeting.

2 APOLOGIES FOR ABSENCE

Nil.

At 11:02am, Cr Jeremy Harker arrived to the meeting.

3 DECLARATIONS OF CONFLICT OF INTEREST

Nil.

4 PUBLIC PARTICIPATION

Nil.

5 GENERAL ITEMS**5.1 SIMPLIFYING LOCAL GOVERNMENT - HEAD START PATHWAY****RESOLUTION 2026/41**

Moved: Cr Benita Cairns

Seconded: Cr Jeremy Harker

That Council resolve not to participate further in the Head Start process and as a result, not to become part of single unitary authority with Central Hawke's Bay District Council, Hastings District Council and Napier City Council.

In Favour: Crs Craig Little, Benita Cairns, Jeremy Harker, Roslyn Thomas, Michelle Tahuri and Sara Bird

Against: Cr Trevor Waikawa

CARRIED

RESOLUTION 2026/42

Moved: Cr Benita Cairns

Seconded: Cr Roslyn Thomas

That Council commence investigation of options under the Local Government Act 2002 that reflect the community feedback to date.

CARRIED

His Worship introduced the item, describing it as one of the most significant decisions Council was likely to make. He provided an overview of the government's voluntary Head Start pathway / Simplifying Local Government reform. It was noted that the other three Hawke's Bay councils had resolved to progress a proposal for a single Hawke's Bay unitary authority and that the proposed three-month timeframe was unrealistic.

His Worship then invited elected members to share their views (one by one) on the recommendation.

Council discussed:

- The independent legal advice received regarding the Head Start process and concerns that the process does not currently align with the statutory local government reorganisation provisions of the Local Government Act 2002, and the importance of ensuring Council acted lawfully when determining its position.
- The purpose of local government under section 10 of the Local Government Act 2002, including the importance of enabling democratic local decision-making and promoting the social, economic, environmental and cultural wellbeing of communities, now and into the future.
- Feedback received through community engagement, with members noting the clear preference expressed by the Wairoa community was to preserve local governance and representation.
- The uncertainty surrounding the process, including the lack of clarity regarding future

governance arrangements, representation, Māori wards, and whether meaningful opportunities would exist to withdraw from the process at later stages.

- Concerns that centralised governance would reduce local representation, local service delivery, influence, and responsiveness for Wairoa communities, based on current experiences with regional and centralised services.
- The distinction between progressing formal local government reorganisation under existing legislation and participating in the Government's Head Start process.
- The view that Wairoa has the capability to continue operating as a standalone council while continuing to work collaboratively with neighbouring councils through shared services where appropriate.
- The importance of maintaining regional relationships and collaboration on matters of mutual benefit, while preserving local decision-making for Wairoa.
- Two members expressed differing views that continuing to participate in the Head Start process would better position Wairoa to participate in conversations and influence any local government reform and ensure the district remained represented in discussions should the Government mandate restructuring.

Following discussion, the matters were considered as two separate resolutions.

The Meeting closed with a karakia from Hinetaakoha Viriaere at 12.37 pm.

The minutes of this meeting were confirmed at the Council Meeting held on 4 August 2026.

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CHAIRPERSON

8 GENERAL ITEMS

8.1 UPDATE TO FEES AND CHARGES - SUPPLEMENTARY

Author: Gary Borg, Group Manager - Finance and Corporate Support

Authoriser: Matthew Lawson, Tumu Whakarae | Chief Executive

Appendices: 1. Fess and Charges 2026-27: Waste Management and Water Services [↓](#)

1. PURPOSE

- 1.1 The purpose of this report is to present 2 schedules of fees and charges that were previously omitted from a report to Council.

RECOMMENDATION

The Group Manager - Finance and Corporate Support RECOMMENDS that Council adopts the supplementary fees and charges schedules for Waste Management and Water Services, attached as **Appendix 1**, prices to be effective from 1 July 2026, subject to any notice periods required by contract or statute.

2. BACKGROUND

- 2.1 At its Extraordinary Meeting on 30 June 2026 Council adopted an updated schedule of fees and charges, giving effect to the fees component of the forecast revenue contained in its Annual Plan for the year ending 30 June 2027.
- 2.2 The schedule presented did not include the pages for Waste Management and Water Services. These are attached as **Appendix 1**.
- 2.3 All other considerations are as per item 5.3 on the 30 June 2026 Agenda.

Fees and Charges

2026-27

Waste Management

	2025/2026	Proposed 2027
Weighbridge Rates (Minimum weight 30kg)		
Note: If the weighbridge computer is not working, the Non-weighed Rates are to be applied and the transactions manually carried out		
Direct User Charges Non Recyclables		
Wairoa Landfill		
General Waste (Per Tonne)	\$415.00	\$420.00
Minimum charge	\$12.00	\$12.00
Green Waste (Per Tonne)	\$155.00	\$160.00
Minimum charge	\$6.00	\$6.00
Hardfill (per tonne) - Clean Rubble, concrete	\$125.00	\$125.00
Fridge / Freezer / Refridgerants		
Min charge (per item)	\$20.00	\$20.00
Scrap steel	\$0.00	\$0.00
Building materials (Timbers, clear of any heavy steel or plastics)	\$300.00	\$300.00
Vehicles & Tyres		
Note: Tyres accepted under the tyrewise scheme:		
Car Tyres (per tyre)	\$0.00	\$0.00
Truck Tyres (per tyre)	\$0.00	\$0.00
Note: Tyres not eligibile under the tyrewise scheme are accepted at the following rates to cover the cost of shredding:		
Car Tyres (per tyre)	\$27.00	\$30.00
Truck Tyres (per tyre)	\$38.00	\$40.00
Tractor Tyres (not accepted)		
Special or Problematic Waste		
Note: We are currently accepting asbestos containing materials by permit only . Please contact Council to apply.		
Asbestos from sites within Wairoa District charged Admin Fee plus prevailing weighbridge rate for special waste	Admin Fee + Hazardous & Offensive per tonne rate	
Administration Fee (all Asbestos transactions)	\$350.00	\$350.00
Hazardous and offensive wastes (per tonne)	\$520.00	\$520.00
Minimum charge	\$50.00	\$50.00
Non-Weighed Rates		
Non-weighed rates are used in instances where the weighbridge is not functioning		
Green Waste		
Green Waste (Bag)	\$4.50	\$4.50
Green Waste (Car)	\$17.50	\$18.00
Green Waste (Small Van Or Trailer)	\$26.00	\$27.00
Green Waste (Car & Trailer)	\$36.50	\$37.00
Green Waste Commercial Vehicles (Trucks)	\$155.00	\$160.00
General Waste		
General Waste (Per 40 Litre Bag)	\$17.00	\$17.00
General Waste (Car)	\$31.00	\$32.00
General Waste (Small Van Or Trailer)	\$48.00	\$48.00
General Waste (Car & Trailer)	\$94.00	\$95.00
General Waste Commercial Vehicles (Trucks)	\$415.00	\$420.00
Penalty Charges		
Note: Additional penalty charges may be charged in the following situations at the discretion of the Landfill Manager		
Non-compliance with direction given for delivery of wastes, such as putrecible wastes and special wastes	\$250.00	\$250.00
Insecure loads - the Kiosk Operator, Landfill Supervisor or Landfill Manager may impose a penalty charge for cc	\$50.00	\$50.00
Total Fees & Charges Budgeted	\$1,596,000.00	

Fees and Charges

2026-27

Water Services

Water Treatment Plant	2025/2026	Proposed 2027
Water Supply		
Water Supply Connections		
Application Fee	\$150.00	\$150.00
Inspection Fee	\$150.00	\$150.00
Installation Administration Fee	\$150.00	\$150.00
Connection Costs (residential) *anything deemed extraordinary will be at cost	\$7,150.00	\$7,150.00
Connection Costs (non-residential with RZP) *anything deemed extraordinary will be at cost	\$8,650.00	\$8,650.00
Water Supply Reconnections, Disconnections & Re-check Of Meter Readings		
Administration Charge	\$65.00	\$65.00
Connection Costs (On Charged At Cost)	Actual Cost	Actual Cost
Water Charge m ³	\$1.13	\$1.20
Sewerage		
Application Fee		
Application Fee	\$150.00	\$150.00
Inspection Fee	\$150.00	\$150.00
Installation Administration Fee	\$150.00	\$150.00
Connection Costs *anything deemed extraordinary will be at cost	\$7,150.00	\$7,150.00
Sewerage Connections Mahia/Opoutama		
Application Fee	\$150.00	\$150.00
Inspection Fee	\$150.00	\$150.00
Installation Administration Fee	\$150.00	\$150.00
Connection Costs *anything deemed extraordinary will be at cost	\$8,650.00	\$8,650.00
Trade Waste		
Application and Consent	\$265.00	\$265.00
Renewal	\$210.00	\$210.00
Reinspection	\$180.00	\$180.00
Stormwater		
Stormwater Connections - To Piped Stormwater System		
Note: This Applies to Connections to Council Infrastructure		
Administration Charge	\$150.00	\$150.00
Connection Costs *anything deemed extraordinary will be at cost	\$3,450.00	\$3,450.00
Note: Stormwater Connections - To Open Drain Or Kerbside		
Administration Charge	\$50.00	\$50.00
Connection Costs (Charged At Cost)	Actual Cost	Actual Cost
Total Fees & Charges Budgeted	\$346,516.00	

8.2 QUEEN STREET / LOCKE STREET CARPARK AND SERVICE LANE

Author: Hira Campbell, Kaiwhakahaere Hua Pūmau Huarahi | Transport Asset Manager

Authoriser: Matthew Lawson, Tumu Whakarae | Chief Executive

Appendices: Nil

PURPOSE

The purpose of this report is to provide Council with information regarding options for legalising part(s) Council owned land as Road, and to seek direction on a preferred option.

RECOMMENDATION

The Kaiwhakahaere Hua Pūmau Huarahi | Transport Asset Manager RECOMMENDS that Council receive the report and provide approval for officers to progress Option 2; Declare all of RT HBA3/363, Lots 1-3 DP10777 as Road.

2. BACKGROUND

- Council owns the following blocks of land between Locke Street and Queen Street:
- RT HBA3/363, shaded orange on the diagram shown in Figure 1 below. Held in fee simple. Currently contains a formed service lane that appears to be generally used by the public as well as adjoining property owners for access. Council is seeking to declare this land Road.
- RT HBA3/365, shaded blue on the diagram in Figure 1 below. Held in fee simple. Currently contains a formed service lane that appears to be generally used by the public as the exit from the carpark.
- GN1965p934, shaded yellow on the diagram in Figure 1 below. Held in gazette notice for the purpose of parking area. The body of the area offers public carparking along with RT HBA3/365. It also includes a (approximately 3m wide) pathway providing pedestrian access through to Marine Parade.

2.2 The formed laneways within Council owned land provide physical access to the rear of 6 properties, being:

- Lot 17 DP 2695, held in HBH1/499 by Sia Park (note this property has opportunity for direct access form Locke Street)
- Lot 1 DP 575683, held in 1057112 by Council (Gemmell's),
- Lot 19 DP 2695, held in HBM2/988 by Age Concern Wairoa Incorporated
- Part Lot 20 DP 2695, held in HBD2/1469 by Angus Gemmell Limited
- Lot 3 and 4 DP 4263, held in HBC3/97 by SG Global Alliance Limited
- Part Lot 13 and 14 Deposited Plan 2695, held in HBC3/719 by A&L Cribb

2.3 These properties have no formal legal right to use of the formed lanes for access.

2.4 A&L Cribb are investigating possible sale of their property and have raised the issue with Council.



3. QUEEN STREET / LOCKE STREET CARPARK AND SERVICE LANES - LAND PARCELS OPTIONS

3.1 Options Identified

The options identified are shown below. Legal access can be achieved by either direct road frontage or a Right of Way easement. In this situation the potential options are:

Option 1 - Do not nothing. Allow all adjoining properties to continue to enjoy physical access without formal authorisation. No costs incurred by Council, but the adjoining owners may be dis-satisfied.

Option 2 - (recommended) Declare all of RT HBA3/363 (shaded orange on the diagram in Figure 1 above) as Road (recommended). This will resolve the query from the Cribb property, as well as rectify legal access for the Age Concern and Sia Park properties, from a legal perspective.

Option 3 - Declaring Council owned land as Road requires notice authorised by Council pursuant to s114 of the Public Works Act and legalisation actions. No adjoining owner input is required. This is the most cost and time efficient option, indicative timeline being 4 months and indicative cost \$6,000.

Option 4 - Note that RT HBA3/365 (shaded blue on the diagram above) can be included in this action with negligible impact to cost and timeframe. This option will require preparation of an easement document and signoff by both Council and adjoining owner(s). To satisfy the Cribb property only, indicative timeline is 4 months and indicative cost \$8,000. Time needed to create Rights of Way for all 6 adjoining owners is largely dependent on the level of engagement by the owners. In addition, cadastral survey will be needed, the indicative overall cost would be in the order of \$20,000.

3.2 Recommended Option

The preferred option is Option 2 - Declare all of RT HBA3/363, Lots 1-3 DP10777 as Road. This will formalise ongoing legal access to the rear of the following properties:

- Lot 17 DP 2695, held in HBH1/499 by Sia Park (note this property has opportunity for direct access form Locke Street)
- Lot 1 DP 575683, held in 1057112 by Council (Gemmell's),
- Lot 19 DP 2695, held in HBM2/988 by Age Concern Wairoa Incorporated, and Part Lot 13 and 14 Deposited Plan 2695, held in HBC3/719 by A&L Cribb

The Angus Gemmell Limited and SG Global Alliance Limited properties are adjoined by land held for Carpark. This ensures a level of protection to these properties, by limiting Councils ability to change the use of the land / develop the land over which they enjoy access.

Due to size and shape, the land held in HBA3/363 and HBA3/365 are unlikely to ever be considered for alternative use or development. The impact of loss of flexibility from declaring these titles as road is negligible.

The preferred option is Option 2 - Declare all of RT HBA3/363, Lots 1-3 DP10777 as Road, this contributes to the following community outcomes:

Cultural wellbeing	Economic wellbeing	Social Wellbeing	Environmental Wellbeing
Valued and cherished community.	Strong and prosperous economy.	Safe, supported and well-led community.	Protected and healthy environment

4. CORPORATE CONSIDERATIONS

What is the change?

Change in classification of asset at minimal cost.

Compliance with legislation and Council Policy

NAWhat are the key benefits?

Rectify legal access for the Age Concern and Sia Park properties, from a legal perspective.

What is the cost?

Indicative cost \$6,000.

What is the saving?

NA

Service delivery review

NA

Māori Standing Committee

Has not been to Maori standing committee

5. SIGNIFICANCE

Impact Minimal

6. RISK MANAGEMENT

In accordance with the Council's Risk Management Policy the inherent risks associated with this matter are:

Human	Financial	Regulatory
LOW	LOW	LOW
Operations	Employees	Image & Reputation
LOW	LOW	LOW

Who has been consulted? NA

Further Information

References (to or from other Committees)

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.

8.3 ROAD NAMING - WHAKAMAHI SUBDIVISION (RM240026)

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Authoriser: Matthew Lawson, Tumu Whakarae | Chief Executive

Appendices: 1. WDC Road Naming and Numbering Policy [↓](#)

PURPOSE

1. This report presents the road naming application submitted by 3 Bears 2020 Limited (the developer) for the new public road to be vested in Council as part of the Whakamahi subdivision (RM240026), off Whakamahi Road, Wairoa. The report assesses the proposed names against the Wairoa District Council Road Naming and Numbering Policy 2012 (the Policy) for Council's consideration and resolution.

RECOMMENDATION

The Pouwhakarae - Whakamahere me te Waeture | Group Manager Planning and Regulatory RECOMMENDS that Council

- A. Receive the report; AND
- B. Resolve to approve a name for the new road to be vested in Council as part of resource consent RM240026, being the road comprising Lot 100 (Stage 1) and Lot 101 (Stage 2) of the subdivision at 68 Whakamahi Road, Wairoa, in accordance with the Wairoa District Council Road Naming and Numbering Policy 2012 (Appendix 1).

EXECUTIVE SUMMARY

This report seeks Council's resolution to approve a name for the new public road being created as part of the Whakamahi subdivision (RM240026) at 68 Whakamahi Road, Wairoa. The road, comprising Lot 100 (Stage 1) and Lot 101 (Stage 2), will form one continuous route from Whakamahi Road to the top of the cul-de-sac and is to be vested in Council as public road. This is the first public road to be created in this part of the Whakamahi Road area.

The developer, 3 Bears 2020 Limited, submitted an application on 20 May 2026 proposing the name Futchys, with three suffix options (Road, Bend, Place). Two further names were provided at Council's request on 29 June 2026, Hawkes Bay Vista Road and Whakamahi Lagoon Vista Road reflecting significant geographical and topographical features of the area. All five options are consistent with the Wairoa District Council Road Naming and Numbering Policy 2012. The options have not been ranked; the decision rests with Council. The developer's preference is Futchys Road. Council is asked to receive this report and resolve to approve one of the names set out in section 7.

2. BACKGROUND

Under sections 319(1)(j), 319A, and 319B of the Local Government Act 1974, local authorities are responsible for naming public roads and assigning property addresses.

The subject site at 68 Whakamahi Road, Wairoa (Lot 1 DP 586536, RT 1110167) was created through an earlier resource consent, RM210041, granted in December 2021, which authorised a seven-lot subdivision of the adjoining Lot 2 DP 398171. Access under that consent was provided by way of private rights of way (Access Lots 8-11) rather than a public road. Those private rights of

way are held under a tenants in common arrangement, with each lot owner holding an undivided proportional share in the relevant access lot. For example, Access Lot 8 is held as to six undivided one-sixth shares by the owners of Lots 1, 3, 4, 5, 6 and 7 as tenants in common. The private rights of way have not been named and are not required to be named under section 3.3 of the Policy.

The use of private rights of way under RM210041 is consistent with clause 3.3.16(g) of the Wairoa District Council Engineering Code of Practice (April 2022), which provides that any private road or lane serving greater than 10 sites shall be offered as public road to be vested by Council. With seven lots served, the RM210041 access lots fell below that threshold. For the same reason, the private rights of way (Easements N, P and Q) serving Lots 10-14 under RM240026 are also below the threshold and are not required to be vested as public road.

The new public road being named under this report (Lots 100 and 101) is separate from and independent of those existing private rights of way. Its vesting in Council marks the first public road to be created in this part of the Whakamahi Road area.

If the owners of the RM210041 lots wished to name their private rights of way in future, this would require agreement among all tenants in common, followed by an application to Council's addressing team. However, any such name would carry no formal status with Land Information New Zealand (LINZ) and would not be entered into the national address database. Private right of way naming is optional and does not generate standalone LINZ-recognised addresses.

Resource Consent RM240026 was granted to 3 Bears 2020 Limited on 5 March 2025 for a two-staged, sixteen-lot subdivision of Lot 1 DP 586536 in the Rural and Coastal Zones. The approved subdivision comprises:

- 13 rural residential lots (Lots 2-9 in Stage 1 and Lots 10-14 in Stage 2)
- 1 residual balance lot (Lot 1)
- Lot 15 (1203m²) to be amalgamated with Lot 7 DP 586536
- Two road lots (Lot 100 and Lot 101) to be vested in Council as public road - refer to section 3 below

No variations to RM240026 have been made.

No Māori names have been proposed as part of this application. Under section 3.2 of the Policy, a Māori name is one of five permissible categories a submitted name may draw on; it is not a mandatory category, and the applicant has instead drawn on category five (personal name for special service). Accordingly, no paper has been taken to the Māori Standing Committee.

3. LOT 100 AND LOT 101 - THE ROAD TO BE NAMED

Lot 100 (7473m²) and Lot 101 (3035m²) together form one continuous road from Whakamahi Road to the top of the cul-de-sac and will carry a single road name. Neither lot has yet been vested in Council, with vesting dependent on deposit of the relevant survey plan as set out below.

Lot 100 is to be constructed and vested in Council as public road on deposit of the Stage 1 survey plan. Lot 101 is to be constructed in Stage 1 but will initially be held as Easement M - a private right of way - until the Stage 2 survey plan is deposited. As a private right of way, Easement M is not required to be named. On deposit of the Stage 2 survey plan, Easement M will be surrendered, and Lot 101 will vest in Council as public road, at which point it will carry the same road name as Lot 100.

The Stage 2 lots (Lots 10-14) are also served by private rights of way (Easements N, P and Q) providing internal access. These are below the 10-site threshold at which vesting as public road is required under clause 3.3.16(g) of the Wairoa District Council Engineering Code of Practice (April

2022) and are not required to be named or vested. The approved subdivision plan is shown below in Figure 1.

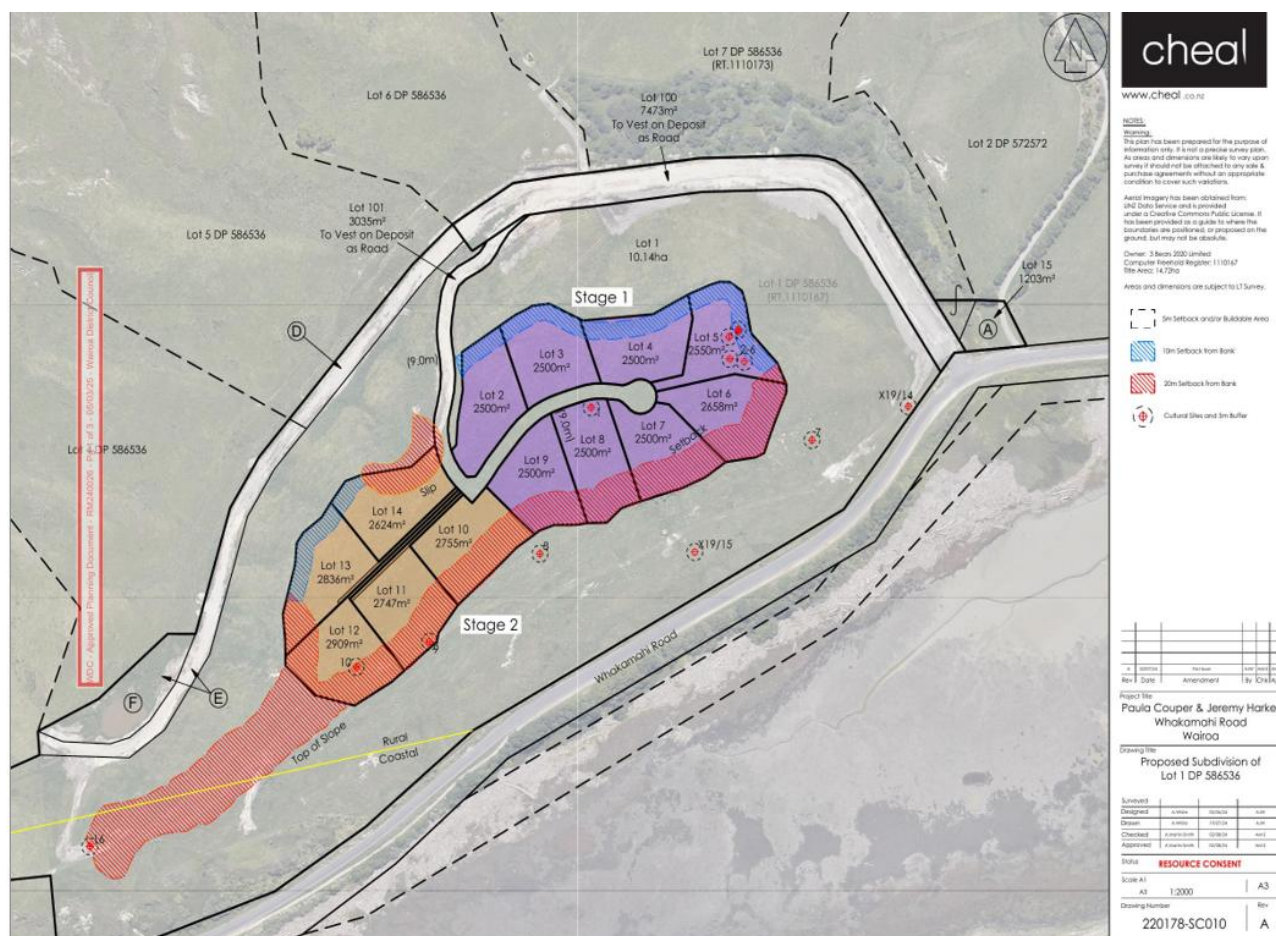


Figure 1: RM240026 Approved Plan

4. ROAD NAMING POLICY

The Wairoa District Council Road Naming and Numbering Policy 2012 (the Policy) guides the naming of roads in the Wairoa District, read in conjunction with AS/NZS 4819:2011 Rural and Urban Addressing (the Standard).

Section 3.1 of the Policy requires that all formed legal roads must be named. As set out in section 3 above, Lot 100 and Lot 101 will together form one continuous public road once vested in Council and must be publicly named. A single road name will apply across both lots.

Section 3.2 of the Policy requires applicants to submit a minimum of three name options, each reflecting at least one of the following local characteristics: a traditional or appropriate Māori name; a common or established theme; a historical figure or event; a significant geographical or topographical feature; or a personal name acknowledging special service.

Section 3.3 of the Policy sets out guiding principles for name selection. Road names must be unique, concise, and unambiguous; shorter names are preferred and must generally be no longer than 15 characters; names must not duplicate or closely resemble existing names in the district; and names must be easy to pronounce and spell. The Policy also provides that road names must not include an apostrophe unless forming part of an eponymous name.

Section 3.4 requires that each road name include a suffix reflecting the function and character of the road, selected from the list in Appendix 3 of the Policy.

Sections 3.5-3.7, relating to state highway naming, name changes, and existing unnamed roads, do not apply to this application.

5. SUBMITTED APPLICATION FOR ROAD NAMING

3 Bears 2020 Limited submitted a road naming application on 20 May 2026 proposing one name with three suffix options:

- Futchys Road
- Futchys Bend
- Futchys Place

The developer has confirmed that no apostrophe is intended in the name Futchys. This is consistent with section 3.3 of the Policy, which prohibits apostrophes unless forming part of an eponymous name, and with the Standard (AS/NZS 4819:2011), which similarly discourages the use of punctuation in road names on the basis that it creates ambiguity in addressing databases and emergency services systems. The version without an apostrophe is used throughout this report and is the form that would be submitted to LINZ for inclusion in the national address database.

At Council's request, the developer provided two further name options on 29 June 2026, based on significant geographical and topographical features of the area in accordance with section 3.2.4 of the Policy. Both names have also been assessed against the Standard's guidance that road names should be readily identifiable, place-specific, and meaningful to the local community:

- Hawkes Bay Vista Road
- Whakamahi Lagoon Vista Road

All five names have been assessed against the Policy and the Standard in section 6 below.

6. ASSESSMENT OF NAMES AND OPTIONS

6.1 Futchys Road / Futchys Bend / Futchys Place

Section 3.2.5 of the Policy provides for a personal name recognising special service to the community. The developer submits that the name 'Futchys' meets this test, honouring Wairoa local Futch Couper. In support, the developer states that Mr Couper:

- has advocated for Whakamahi Road as a place to live, fish, and hunt since purchasing land there in 2003;
- is a local kaumātua with knowledge of the area's precolonial, early settler, and recent history;
- has assisted several people in difficulty crossing the Wairoa Bar;
- regularly shares fish with local kaumātua and Wairoa whānau; and
- showed vision in building at Whakamahi when others considered it a poor investment.

On the evidence submitted, this amounts to a sustained, community-recognised contribution consistent with section 3.2.5. The name 'Futchys' is unique within the district and meets the section 3.3 criteria for length, practicality, pronunciation, and non-duplication. The developer has confirmed no apostrophe is intended, consistent with section 3.3 and with AS/NZS 4819:2011, which discourages punctuation in road names on addressing-ambiguity grounds.

Of the three suffix options, 'Road' is considered the most appropriate: it is a broad, versatile suffix suited to the road's function as the primary access route, whereas 'Bend' and 'Place' are more typically associated with a specific curved alignment or urban cul-de-sac form respectively, neither

of which best reflects this rural route's primary character. The decision on suffix, as with name, rests with Council.

6.2 Hawkes Bay Vista Road

This name reflects the elevated views of Hawke's Bay available from the road and provides geographic orientation for residents and visitors. It aligns with section 3.2.4 of the Policy (significant geographical or topographical features).

It is noted that the name is 20 characters, exceeding the 15-character guideline in section 3.3, though the Policy acknowledges longer names may be permitted in exceptional circumstances. The name is also broad in its geographic reference and could apply to a number of roads in the wider coastal area.

6.3 Whakamahi Lagoon Vista Road

This name directly references the Whakamahi Lagoon, a locally significant topographical feature. It provides place-specific geographic clarity, reflects the scenic and elevated character of the road's setting, and aligns with section 3.2.4 of the Policy.

It is noted the name is 28 characters, which exceeds the Policy guideline. A shortened form such as 'Whakamahi Lagoon Road' may be considered if Council prefers a more concise option while retaining the place-specific reference.

6.4 Summary of Options

All five names are consistent with the Policy. They are not ranked as the decision on both name and suffix rests with Council. The developer has indicated a preference for Option A.

Table 1: Road Name Options

Option	Name	Notes
A	Futchys Road	Developer's preferred option. Personal name acknowledging special service (s3.2.5). No apostrophe. 'Road' considered the most suitable suffix for the rural context.
B	Futchys Bend	As above. Suffix reflects curved alignment; less typical for cul-de-sac roads.
C	Futchys Place	As above. Suffix reflects cul-de-sac form; more typically urban in character.
D	Hawkes Bay Vista Road	Significant geographical feature (s3.2.4). Broad regional reference; exceeds 15-character guideline.
E	Whakamahi Lagoon Vista Road	Significant topographical feature (s3.2.4). Place-specific; exceeds 15-character guideline. Council may consider 'Whakamahi Lagoon Road' as a shorter form.
F	Request further options	Council may seek additional names from the developer if none of the above are satisfactory.

1. 6.5 Community Outcomes

2. The option selected will contribute, where applicable, to the following community outcomes:

Cultural wellbeing	Economic wellbeing	Social Wellbeing	Environmental Wellbeing
Valued and cherished community.	Strong and prosperous economy.	Safe, supported and well-led community.	Protected and healthy environment

7. ADDRESSING AND GIS

Following Council's resolution to approve a road name, the approved name will be notified to Land Information New Zealand (LINZ) and the Registrar-General of Land as required under section 319A of the Local Government Act 1974.

Once the road name is approved and the survey plan deposited, properties accessed via the private rights of way (Easements N, P and Q serving Lots 10-14) will be addressed off the named public road using a sub-address bar numbering format, consistent with section 4.4 of the Policy and AS/NZS 4819:2011. Under this system, each lot is assigned an address in the format [sub-address number]/[base road number] - for example, 1/14 Futchys Road - reflecting its position along the private right of way relative to the public road frontage. This ensures all lots in the subdivision carry a unique, unambiguous address accessible to emergency services, postal services, and utilities, regardless of whether they front the public road directly. The example address above is illustrative only; actual addresses will be confirmed by Council's GIS team prior to title issue.

It is noted that the LINZ Guidelines for Addressing In-fill Developments (LINZ OP G 01245, November 2019) provide updated guidance on sub-address numbering that post-dates the WDC Road Naming and Numbering Policy 2012. Council's GIS team will confirm the addressing approach for all lots in accordance with the 2019 guidelines and will notify LINZ as required under section 319B(3) of the Local Government Act 1974.

8. CORPORATE CONSIDERATIONS**What is the change?**

Approval of a road name for the new public road (Lots 100 and 101) to be vested in Council as part of resource consent RM240026.

Compliance with legislation and Council Policy

This report and the proposed decision are consistent with sections 319(1)(j), 319A, and 319B of the Local Government Act 1974, the Wairoa District Council Road Naming and Numbering Policy 2012, AS/NZS 4819:2011, the LINZ Guidelines for Addressing In-fill Developments (LINZ OP G 01245, November 2019), and clause 3.3.16(g) of the Wairoa District Council Engineering Code of Practice April 2022).

What are the key benefits?

Approval of a road name enables addressing to be issued for all lots in the RM240026 subdivision, ensuring emergency services, postal services, and utilities can locate properties, and enabling titles to be issued.

What is the cost?

There is no direct cost to Council associated with this decision. Road signage costs are the responsibility of the developer under the consent conditions.

What is the saving?

Nil.

Consultation

This matter was not consulted on as part of the Annual Plan or Long Term Plan process. Road naming is a statutory function of Council under the Local Government Act 1974. The road naming application process has been carried out in accordance with the Wairoa District Council Road Naming and Numbering Policy 2012.

Service delivery review

No service delivery review triggers apply to this decision.

Māori Standing Committee

No Māori names have been proposed as part of this application. Accordingly, no paper has been taken to the Māori Standing Committee.

Separately from the Policy's consultation requirements, Condition 13 of the RM240026 land use consent requires the consent holder to notify mana whenua, via Council's iwi liaison officer, once a name has been considered for the development, this condition alongside all consent conditions must be met before applying for the s224 application required for new record of titles for the subdivided residential lots to be issued. This notification is administered as part of ongoing consent compliance and is not a Naming Policy requirement, but is noted here for completeness.

9. SIGNIFICANCE

This decision is not significant under the Wairoa District Council Significance and Engagement Policy. It is an operational matter relating to the naming of a single road within an approved subdivision. No engagement beyond the developer consultation already undertaken is required.

10. RISK MANAGEMENT

In accordance with the Council's Risk Management Policy the inherent risks associated with this matter are:

Human	Financial	Regulatory
L	L	L
Operations	Employees	Image & Reputation
L	L	L

The primary operational risk is failure to resolve a road name at this meeting, which would continue to defer addressing for the RM240026 lots, with potential implications for record of title issue timelines. This risk is managed by bringing the matter to Council with sufficient information to resolve.

Further Information

[Addressing standards and guidelines](#) | [Property addressing Guidance](#)

References (to or from other Committees)

Ordinary Council 2nd June 2026 - ROAD NAMING - WHAKAMAHI SUBDIVISION (RM240026). The report was received at that meeting and Council requested further information. This report provides that additional information and presents two further name options provided by the developer at Council's request.

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.

WDC Road Naming and Numbering Policy 2012



Policy Name:	Wairoa District Council Road Naming and Numbering Policy	File Reference:	B03.02.10.02
Person Responsible:	Policy Analyst	Date Policy Adopted:	12 June 2012
Review Period:	Tri-annually	Status:	FINAL
Next Review Due By:	10 June 2014	Revision Number:	4
Supersedes:	Previous Policies	Date Last Revised:	10 June 2008

WDC Road Naming and Numbering Policy 2012

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WDC Road Naming and Numbering Policy 2012

1.0 INTRODUCTION

The naming of public roads and allocation of property addresses is the responsibility of Local Authorities as assigned under section 319(1)(j), 310A, and 319B of the Local Government Act 1974.

The purpose of the Road Naming and Addressing Policy ('Policy') is to ensure that new road names and addresses are allocated consistently throughout the Wairoa District whilst meeting legislative, Land Information New Zealand (LINZ), New Zealand Post and emergency services requirements.

Emergency services, postal services and the community at large rely on accurate and unambiguous property identification. It is important that addresses are issued correctly in the first instance, as badly assigned addresses can cause severe problems and are costly to rectify.

The New Zealand Standard "AS/NZS 4819:2011 – Rural and urban addressing" (Standard) provides guidelines for assigning road names and addresses. This Standard replaces the 2000 and 2003 Standards.

The Council has chosen to voluntarily adopt this Standard and apply it, along with additional guidelines provided in this policy. Where the Standard and the Policy conflict, the Policy takes precedence.

For the avoidance of doubt this Policy should be read in conjunction with AS/NZS 4819:2011.

The following information is contained in this Policy:

- A description of the legislative framework that empowers territorial local authorities to provide road names and numbers in the District.
- Additional procedures for road naming and road numbering in the Wairoa District not referred to in the AS/NZS 4819:2011 standard.
- Information regarding the naming of roads and streets.

In addition the policy also provides (in the appendixes attached):

- Application for Road Name Form
- Process followed by Council for New Road Names
- List of Road Types

2.0 LEGISLATION

Local Government Act 1974 – Sections not repealed by the Local Government Act 2002

Sec 319 – General powers of councils in respect of roads

“(1) The Council shall have the power in respect of road ...
... (j) to name and to alter the name of any road to place on any building or erection on or abutting on any road a plate bearing the name of the road:..”

Sec 319A - Naming of Roads

If the Council names any road for the first time, or alters the name of a road, the Council must as soon as practicable send a copy of the relevant resolution to the Registrar-General of Land and the Surveyor-General.

History

Section 319A was inserted, as from 19 January 1981, by s 37 Local Government Amendment Act 1980 (1980 No 82). Section 319A was substituted, as from 7 July 2004, by s 5 Local Government Amendment Act 2004 (2004 No 64).

Sec 319B - Allocation of property numbers naming

- 1) For electoral, postal, and other purposes the Council may allocate a number to any area of land or building or part of a building within its district and may change the number allocated to any such area of land or building.
- 2) The Council shall comply with any request from a Chief Surveyor to allocate a number to or change the number of any area of land or building or part of a building in its district.
- 3) The principal administrative officer shall advise the Chief Surveyor of the land district in which the land or building is situated of the numbers allocated under subsection (1) or subsection (2) of this section.

History

Section 319B was inserted, as from 30 March 1985, by s 29 Local Government Amendment Act 1985 (1985 No 60).

3.0 ISSUING OF RURAL & URBAN ROAD NAMES

3.1 Roads to be named

Roads are named to ensure ease of identification for the Council, public and private services such as emergency, postal and courier services.

All formed legal roads must be named.

An unformed road should not be named unless an address needs to be issued along that road.

Private roads and private right-of-ways are not required to be named. (see 3.3 for explanation)

3.2 Road Naming Process

The process followed by Council for assigning a new road name is summarised in (see Appendix 1).

An 'Application for Road Name' (Appendix 2) should be submitted with the Resource Consent application documents. The application must suggest at least three names for the new road. The name should reflect one of the following local characteristics:

1. Traditional or appropriate Māori name
2. Common or established theme
3. Historical Person or Event
4. Significant geographical or topographical features
5. Personal name for special service

The applicant/developer could consult with a local historian, local community group, or local marae if they are having difficulty choosing a road name.

The 'Application for Road Name' form along with supporting information should be submitted to the Chief Executive Officer. The Chief Executive Officer will consider the suggested road names and recommend a road name for consideration by Council.

A report presenting the application for a road name is submitted to the Council for its consideration.

In some situations the Chief Executive Officer may suggest to Council that it would be prudent to consult more widely with the affected community on the suggested road names. When Council agrees that consultation is appropriate a consultation strategy will be prepared.

Once the road name is referred to Council it has the ability to accept or decline the road name. In determining a suitable road name, Council may take into account any additional relevant factors outside its stated policy as may arise on a case by case basis

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3.3 Road Name Selection

The following provides some guiding principles to inform the process of choosing new street names.

Road names need to be unique, clear and unambiguous. Short names that consist of a single word are preferred.

A road name must:

- be shorter, rather than longer, especially where the road itself is short.
- be less than 15 characters in length, however in exceptional circumstances longer road names may be allowed.
- be of a practical length in comparison to the length of the road, to enable the name to be easily displayed on a road map.
- share a common theme if more than one road needs to be named, for example, naming roads in a new subdivision.
- be easily pronounced and spelt, or in the instance of a Maori name, become familiar and easy to use over time.
- be spelt with characters from the standard alphabet.
- if containing a number, have the number written in full.

A road name must not:

- duplicate or closely resemble, in either spelling or pronunciation, another existing road name in the Wairoa District (please refer to the current Wairoa District Plan for a list of street names).
- duplicate or closely resemble a proposed road name that has been submitted to Council for consideration.
- duplicate the name of a park or reserve unless the road is in close proximity to the park or reserve in question. Close proximity means adjacent to, parallel with or adjoining the road.
- include an apostrophe, unless forming part of an eponymous name (eg O'Connor), or a full stop.
- be an abbreviation or contain an abbreviation eg 'Mount' not 'Mt', except that 'St' shall be used for 'Saint'.

A list of road names in the district is provided in the Wairoa District Council's Geographic Information System – please contact Council for a current list of street names.

- i. Road names may be chosen to give special recognition to the Tangata Whenua of the Wairoa District. (If a name is chosen in Te Reo then local Iwi must be consulted).
- ii. Road names may be chosen in memory or honour of local residents who have made a significant contribution to the community.
- iii. Road names may be chosen in memory and honour of other events which have had a significant impact on the community.
- iv. Road names may be chosen to reflect the nature of topographical features in the vicinity.

In all cases road names are required to be consistent with other road names in the vicinity. If more than one road needs to be named for example, naming roads in a new

WDC Road Naming and Numbering Policy 2012

subdivision, then road names suggested in the subdivision should share a common theme.

Private roads and private right-of-ways are not required to be named, however if developers or residents choose to name the private road or right-of-way then signage is the responsibility of the residents. The private road or right-of-way name will not be included in the Council's road name database nor will it be recognised by Land Information New Zealand. All named private right of ways will use the road type Way, Lane, Mews or Court. Where private roads and private right-of-ways have no name, in this instance Council will utilise a bar numbering system whereby address numbers are assigned from the road onto which the private road or right-of-way connects.

Note: Wairoa District Council has no responsibility for the signage, maintenance or upkeep of any private road or private right-of-way.

3.4 Road Type

A road name must consist of a name followed by a road type.

Terms such as "road", "avenue", etc must reflect the functions and characteristics of the road.

The road type must be selected from the list in Appendix 3.

Council reserves the right to require the use of a different term if it believes that the term suggested is not suitable.

3.5 Road Names for State Highways

Although State Highways (SH) are owned and managed by NZ Transport Agency (NZTA), Council is still responsible for addressing properties off State Highways.

Where possible, State Highways have been given appropriate local names. In some instances, particularly State Highway 2 due to its length, the road has been broken into several sections for easier management and administration purposes.

Where a property along a State Highway falls into an urban area, it will be numbered in accordance with the Urban Address allocation rules. Similarly, where the property falls in the rural area, it will be numbered in accordance with the RAPID numbering rules.

3.6 Changing Road Names

Council does not generally encourage the changing of road names because of the cost of the procedure and the inconvenience caused to the public. A name change will only be made if Council considers that there is a very good reason to change the name, that the change will result in a clear benefit to the community and the owners of land fronting the road are generally in agreement with the proposal

WDC Road Naming and Numbering Policy 2012

Reasons for changing road names may include;

- spelling correction
- preventing duplication of a name in spelling or sound
- preventing confusion arising from major layout changes to roading which has caused a road to no longer be continuous and the resultant segments need to be renamed.
- geographical corrections
- issues of cultural sensitivity

Council will only institute a name change if a budget is available to meet the costs or suitable arrangements have been made by private parties to meet the costs. These costs include

- providing property owners of the affected road with reasonable costs for replacement letterbox numbers (a maximum dollar value will be set by Council at the time of the road name change taking effect).
- providing residents of the affected road with change of address forms.
- notifying emergency services and other affected organisations with the change of road name.

Where an owner or occupier of a property in a particular road, a member of the public or a group within the community seek to have a road name changed in addition to the above criteria Council will only consider initiating the change if:

- a request takes the form of a petition signed by at least 80% of the owners whose properties front the road.
- The name suggested by the applicants must be acceptable to Council in terms of the criteria for naming new roads.
- The applicant or petitioners agree to meet all costs and disbursements incurred by Council (including costs of signs, renumbering and administration role).

Decisions to change road names will be made by Council. Consequential changes to property numbers (where necessary) will be undertaken by Council in line with the arrangements laid out in the Policy.

3.7 Existing Roads Found to be Unnamed

If Council becomes aware that an existing road in the District does not have a name Council will first investigate that the road is in fact unnamed by checking with Land Information New Zealand.

The procedure that follows will depend on the situation.

- (a) If there is a commonly used name then the local residents and other affected parties will be invited to comment on the suitability of the commonly used name.
- (b) If there is no commonly used name or disagreement about the commonly used name then the Chief Executive Officer will be invited to develop a list of suggested names and ask for community feedback or comment to determine the community's preference.

In situation a) or b) above the Chief Executive Officer will, after taking into account the views of residents, affected parties and the wider community, suggest a name to Council. Council staff will check the suggested name for duplication with other road names in the district.

Council will decide if the name is suitable and may adopt this name as the commonly used name for the road.

4.0 ASSIGNING ADDRESS NUMBERS

The following provisions for address numbering apply regardless of whether the area is urban or rural unless otherwise dealt with in a special provision.

The address numbering is generally carried out in accordance with the guidelines listed in AS/NZS 4819:2011. However there are times where this Policy takes precedence over the procedures listed in AS/NZS 4819:201.

4.1 Application of Address Numbering

The Council assigns an address number to any area of land, building or part of a building within the District. When combined with the road name and locality (eg suburb, town) the address should be unique.

- Address number ranges are discouraged in New Zealand therefore Council will not allocate an address range. An address range may be held on the Councils electronic files but, a principal address will be allocated to the property and primarily used.
- Additional urban address numbers, based on the frontage allowed for normal house block properties, will be allocated or reserved for larger address sites in accordance with their development potential. A reasonable surplus of unused address numbers is a more manageable outcome than a shortfall.
- ☐ Address numbers are issued according to the convention of assigning odd numbers on the left, even numbers on the right in the direction of measurement.

4.2 Address Based on Access

Addresses are assigned based on the main access to the site.

Refer to Diagrams in 5.1 and 5.4.

Particular attention must be paid when numbering corner sites, sites that boundary a private road or private right-of-way or when numbering a new subdivision.

If some flats use a different entrance, especially a different street, then it is acceptable to assign a different number and street name within the same group of properties or the same parcel.

4.3 Assigning an Address Number

Address numbers are issued in accordance with the conventional numbering method of **odd numbers on the left** and **even numbers on the right**.

WDC Road Naming and Numbering Policy 2012

In an urban area and where practicable, numbering shall occur from the end of the road closest to the town's centre. Where this is not practical ie where the road runs parallel to the town centre, roads will be numbered from north to south or east to west.

In a rural area numbering shall commence from the end of the road that is closest to the nearest emergency services depot. Refer to section 4.8 for specific provisions on numbering in rural areas.

For numbering around a cul-de-sac refer to Diagram in 5.3.

4.4 Shared Access – Bar Numbering

Address sites that share access, for example properties accessed from a private right-of-ways or a multi-unit development, will be numbered utilising a bar numbering system.

- The number before the bar will depict the location of the property along the shared access, while the number after the bar will depict the location of the private road or right of way in relation to the public road.
- The number before the bar will be assigned in the direction of the road numbering, therefore the conventional numbering method of **odd** numbers on the **left** and **even** numbers on the **right** will not apply.
- Where the bar number system is used the base number cannot be assigned singularly.

For example, 37, 1/37, 2/37 is not permissible; the correct numbering would be 1/37, 2/37, 3/37. However, an address site that is already using the base number on its own may retain the number provided it is in order.

For more detail on addressing multi-unit and multi-level sites refer to section 5.10 of the Standard AS/NZS 4819:2011.

Note: Wairoa District Council has no responsibility for the signage, maintenance or upkeep of any private right of way.

4.5 Numbers Unavailable

Where there is no available number and providing the main access to the site is not shared, an alpha suffix will be used. Alpha suffixes shall start at A and shall not extend beyond E. Only when there is no other logical numbering alternative and to avoid renumbering existing sites should alpha suffixes extend beyond E.

For more detail on use of alpha suffixes refer to clause 5.4.8 of the Standard AS/NZS 4819:2011.

Like the bar numbering system it is not permissible to use the base number singularly if

WDC Road Naming and Numbering Policy 2012

the same number is being used with an alpha suffix. For example 29, 29A, 29B is not permissible; the correct numbering would be 29A, 29B, 29C. However, an address site that is already using the base number on its own may retain the number provided it is in order.

Refer to Diagram in 5.4.

4.6 Other Numbering Rules

Address number ranges will not be allocated. An address range may be held on the Council's electronic files but a principal address will be allocated to the property and primarily used.

Additional urban address numbers, based on the frontage allowed for normal house block properties, will be allocated or reserved for larger address sites in accordance with their development potential. A reasonable surplus of unused address numbers is a more manageable outcome than a shortfall.

Corner address sites (clause 5.3.8 of the Standard *AS/NZS 4819:2011*) re addressed depending upon which road provides the main access to the dwelling. An address number on the other road will be reserved for that site if future development is likely.

Numbers shall be allocated to the full expected potential development of each site.

Reserves ie green spaces may be allocated a street number for administrative purposes.

4.7 Renumbering

Existing street numbering anomalies may be corrected to conform with this policy where practicable. Council will inform all identified affected parties prior to modifying any street numbers.

When Council chooses to renumber a street the residents affected by the renumbering will be given at least 90 days' notice before the renumbering takes place. Residents affected by the renumbering will also be provided with mail redirection forms and Council will pay reasonable costs associated with the renumbering.

(A maximum dollar value will be set by Council at the time the renumbering takes place.)

4.8 Special Provisions for Rural Address Numbering

Refer to Clause 5.9 of the Standard *AS/NZS 4819:2011*.

The **R**ural **A**ddress **P**roperty **I**dentification system (RAPID) is used when issuing rural addresses. This system assigns a number using the distance measured from the start of the road to the main vehicle access of the property.

WDC Road Naming and Numbering Policy 2012

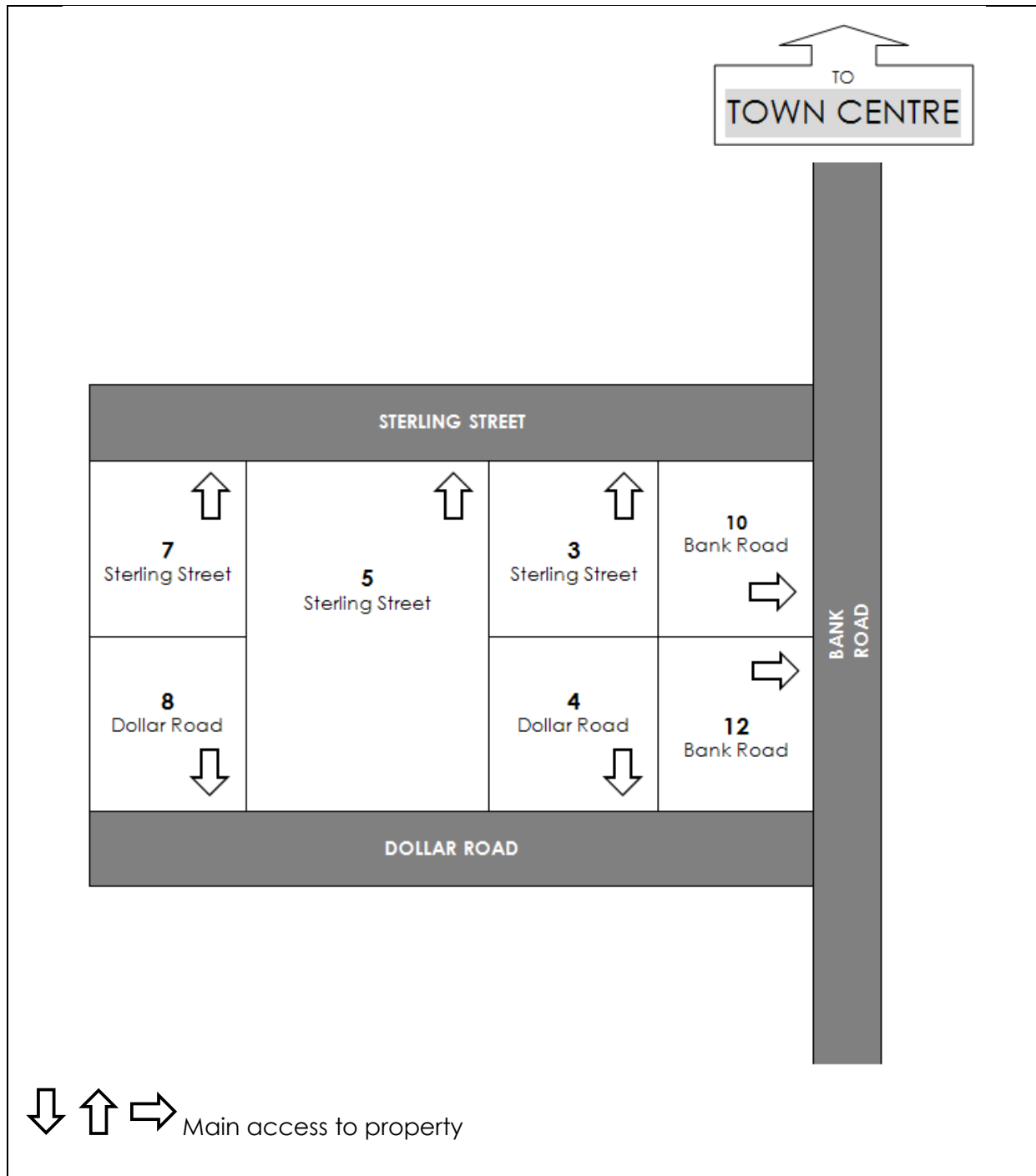
General numbering rules still apply such as odd numbers on the left, even numbers on the right, bar numbering etc.

- RAPID numbers will only be allocated to rural properties as defined in the Wairoa District Plan.
- RAPID numbers shall be calculated by dividing the distance in metres from the datum point (generally the start of the road) to the main vehicle access, by ten (10) and rounding to a whole number, and adjusting that number by one (1) to obtain an even or odd number, whichever is required.
- Where a site does not have a main vehicle access the same method can be applied, except that the distance is from the datum point (generally the start of the road) to any point along the road frontage of the site can be measured. When an access point is created a new rural number should be assigned to replace the previous number.
- The start of the road is the end that is closest to the nearest emergency services depot. This way, emergency services will find it less difficult to find and locate rural properties.
- RAPID numbers will only be allocated to rural properties outside of the urban boundary of townships as defined in the Wairoa District Plan.
- Changes to RAPID numbers are discouraged as it reflects the distance along the road and any changes to the number may compromise the integrity of the numbering system.

Rural Delivery (RD) numbers are assigned by New Zealand Post and are used for postal purposes only. The RAPID number is independent of the RD number.

5.0 DIAGRAMS

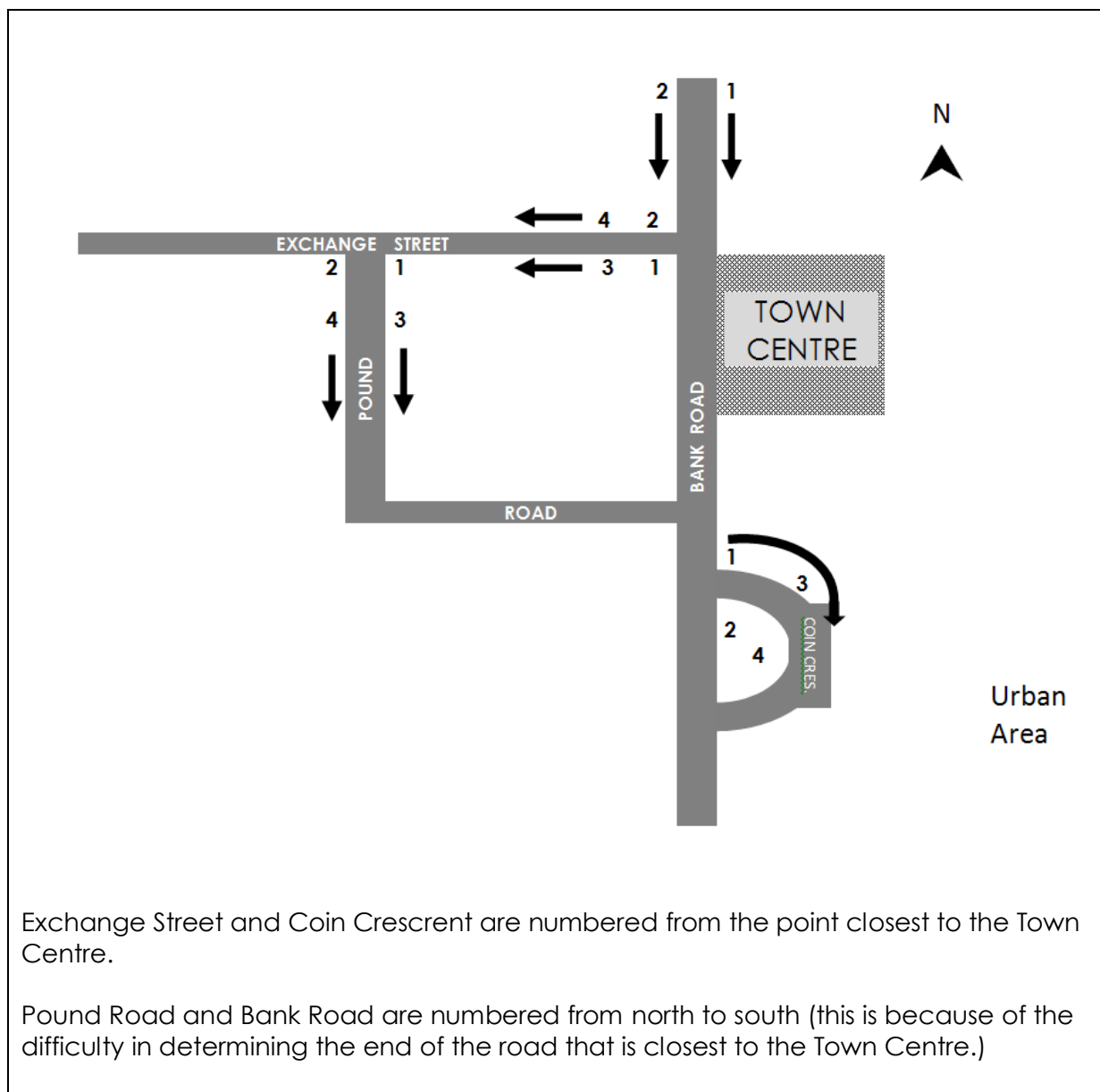
5.1 Address Numbering by Access



Key point to remember:

- Addresses are assigned based on the main access to the property

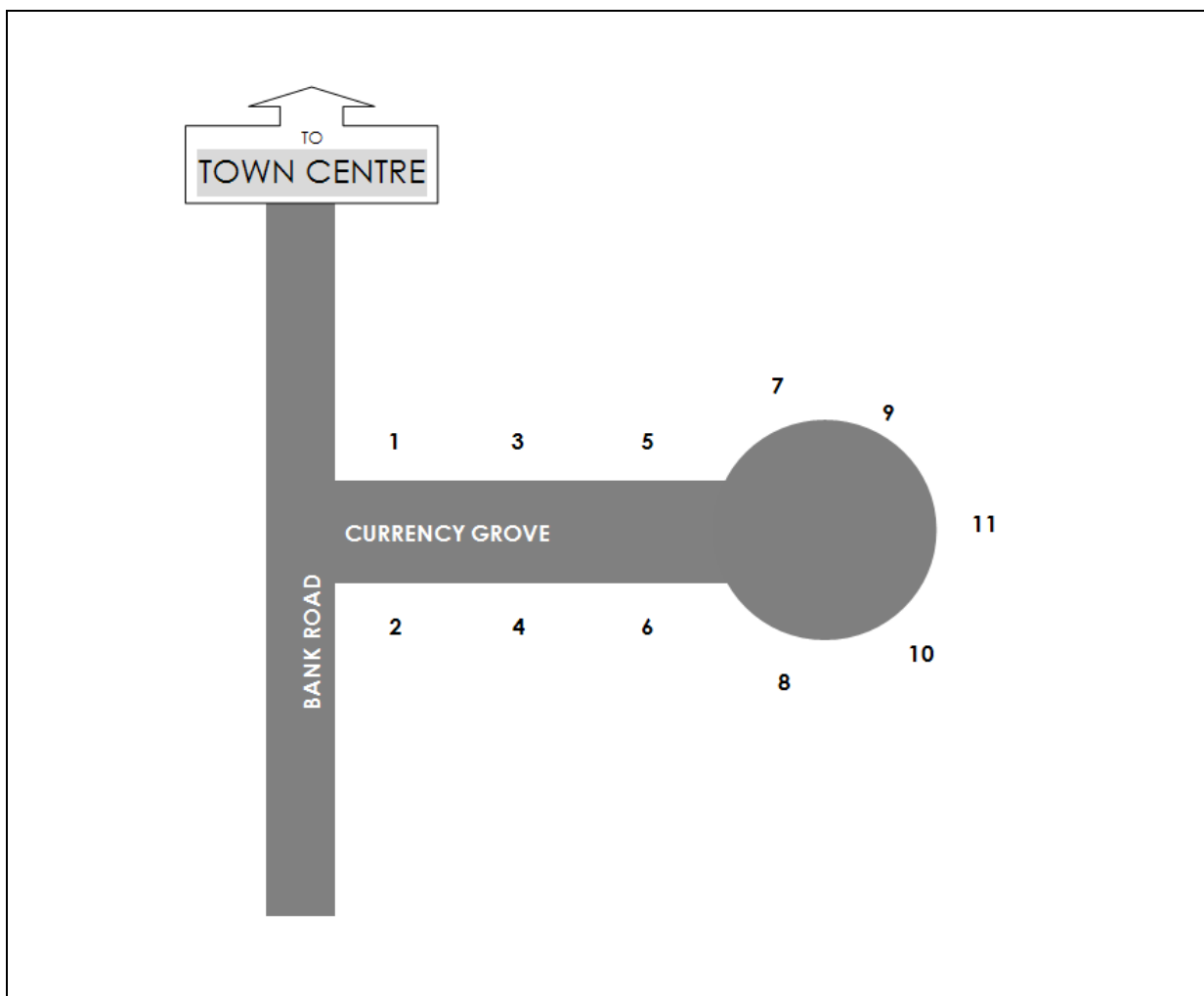
5.2 Assigning an Address Number



Key points to remember:

- Begin numbering closest to the Town Centre
- If impractical, north to south or east to west
- Odd numbers on the left
- Even numbers on the right

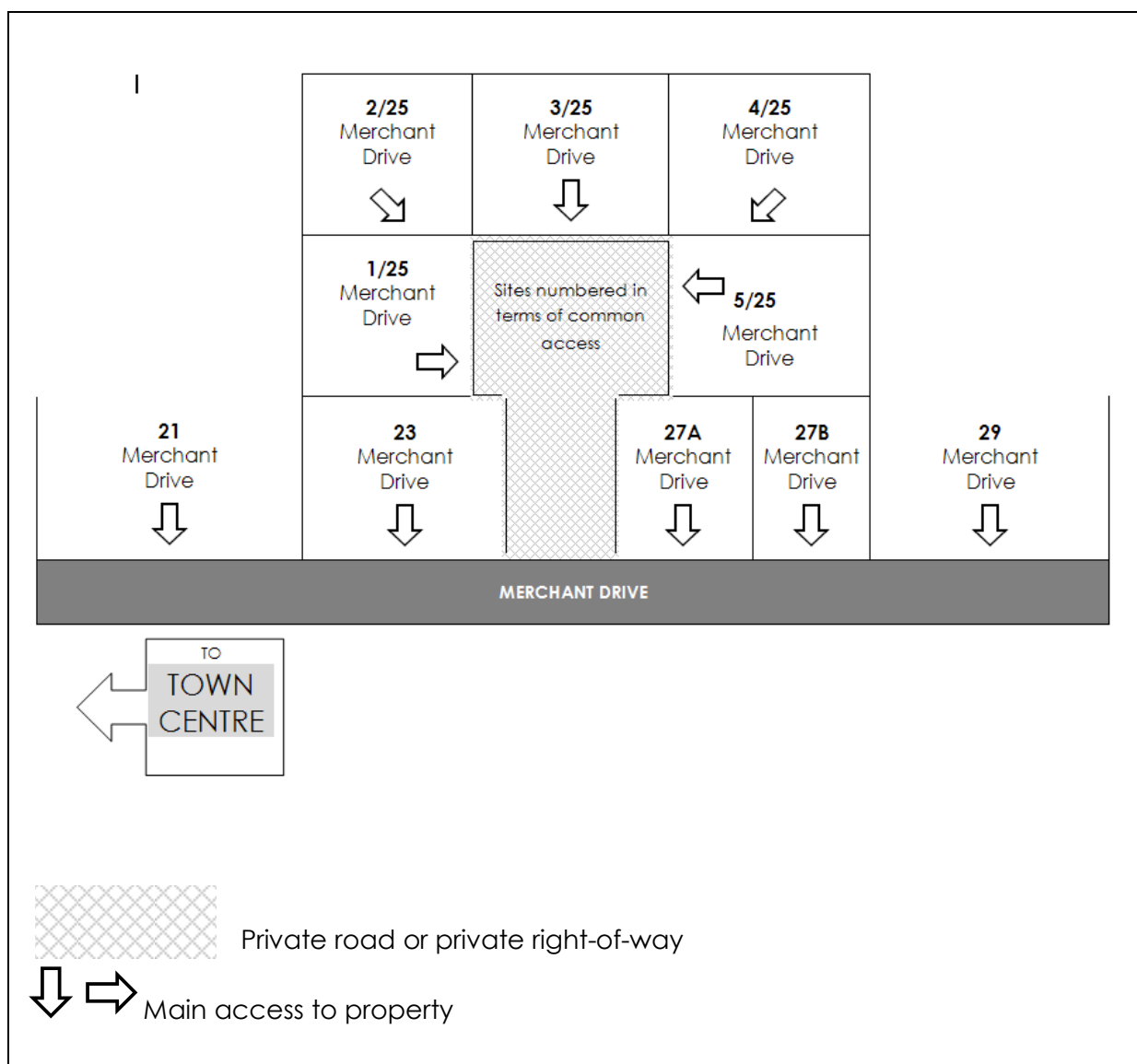
5.3 Address Numbering around a Cul-de-Sac



Key points to remember:

- Begin numbering closest to the Town Centre
- If impractical, north to south or east to west
- Odd numbers on the left
- Even numbers on the right

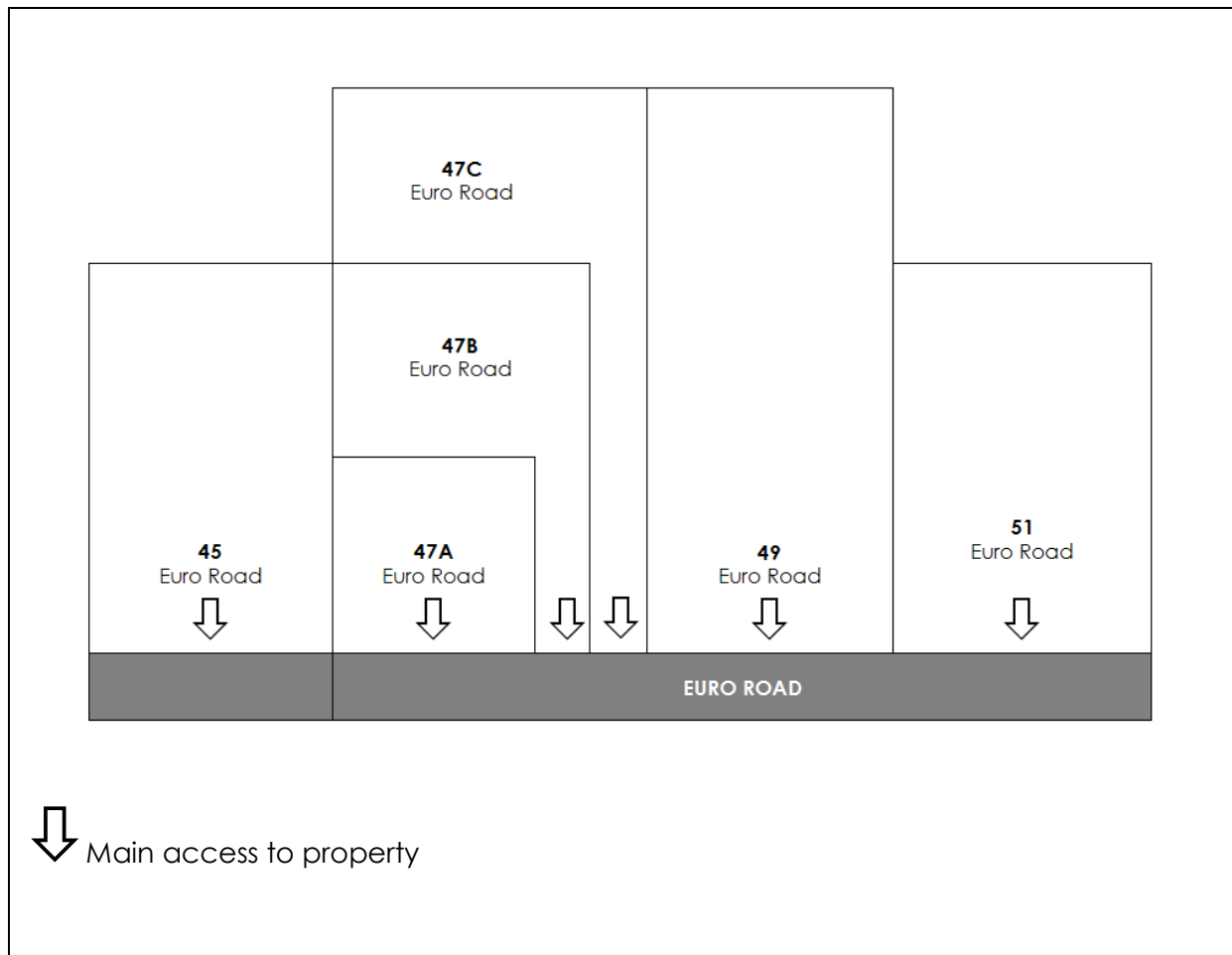
5.4 Shared Access – Bar Numbering



Key points to remember:

- Private roads and private right-of-ways are not required to be named
- Properties that share a private right of way are numbered from the public road to which the private road or private right-of-way connects
- Numbering is allocated based on the main access to the property
- Bar numbering is assigned in the direction of the road numbering
- All named private right of ways will use the road type Way, Lane, Mews or Court.

5.5 Address Numbers Unavailable



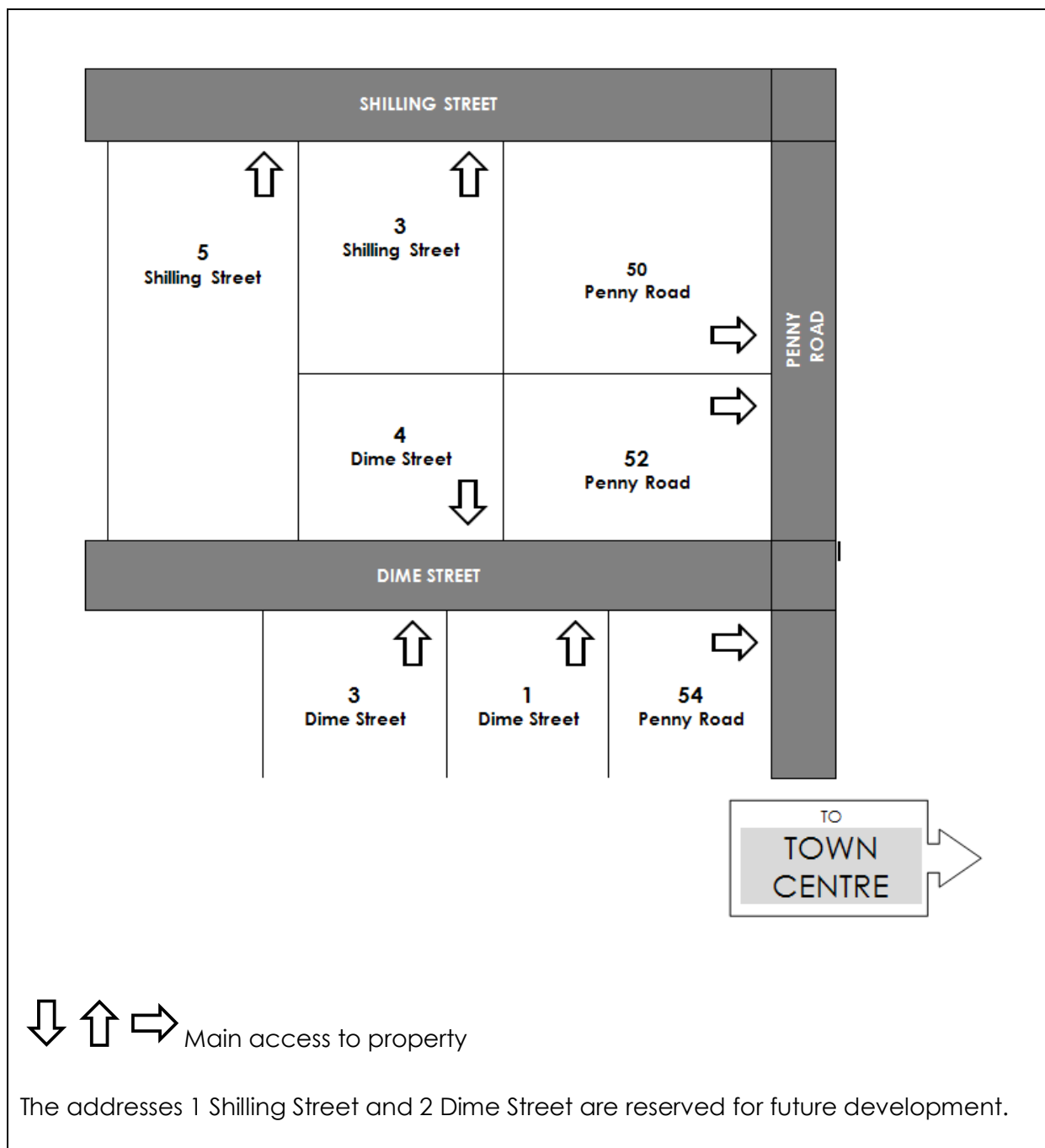
Key points to remember:

- Use alpha-suffixes when there are no available numbers
- Do not use the base number singularly – for example:

47, 47A and 47B **must be** 47A, 47B, 47C –

Unless an address site is already using the base number, provided it is in order.

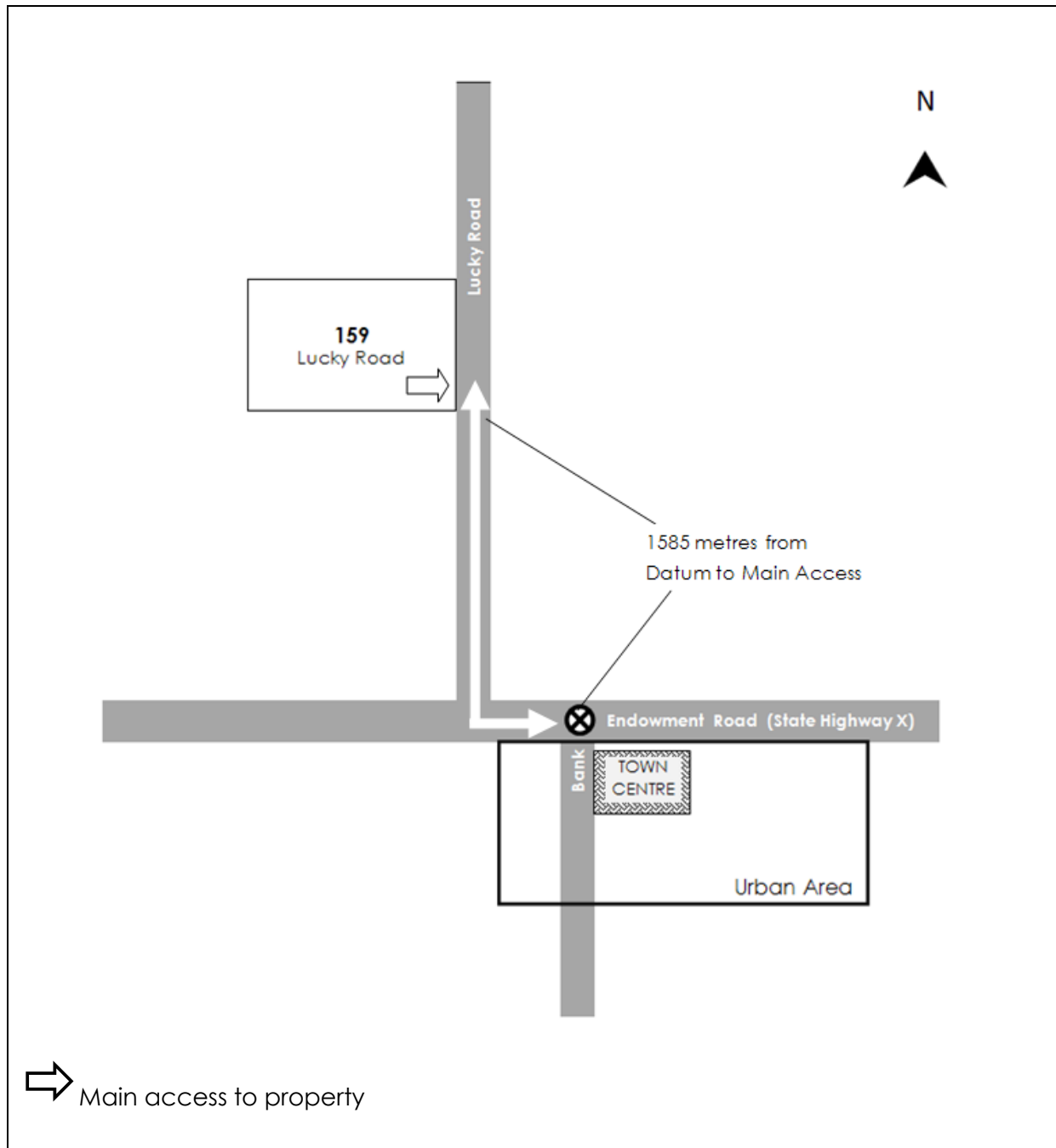
5.6 Address Numbering Corner Sites



Key points to remember:

- Reserve address numbers for future development

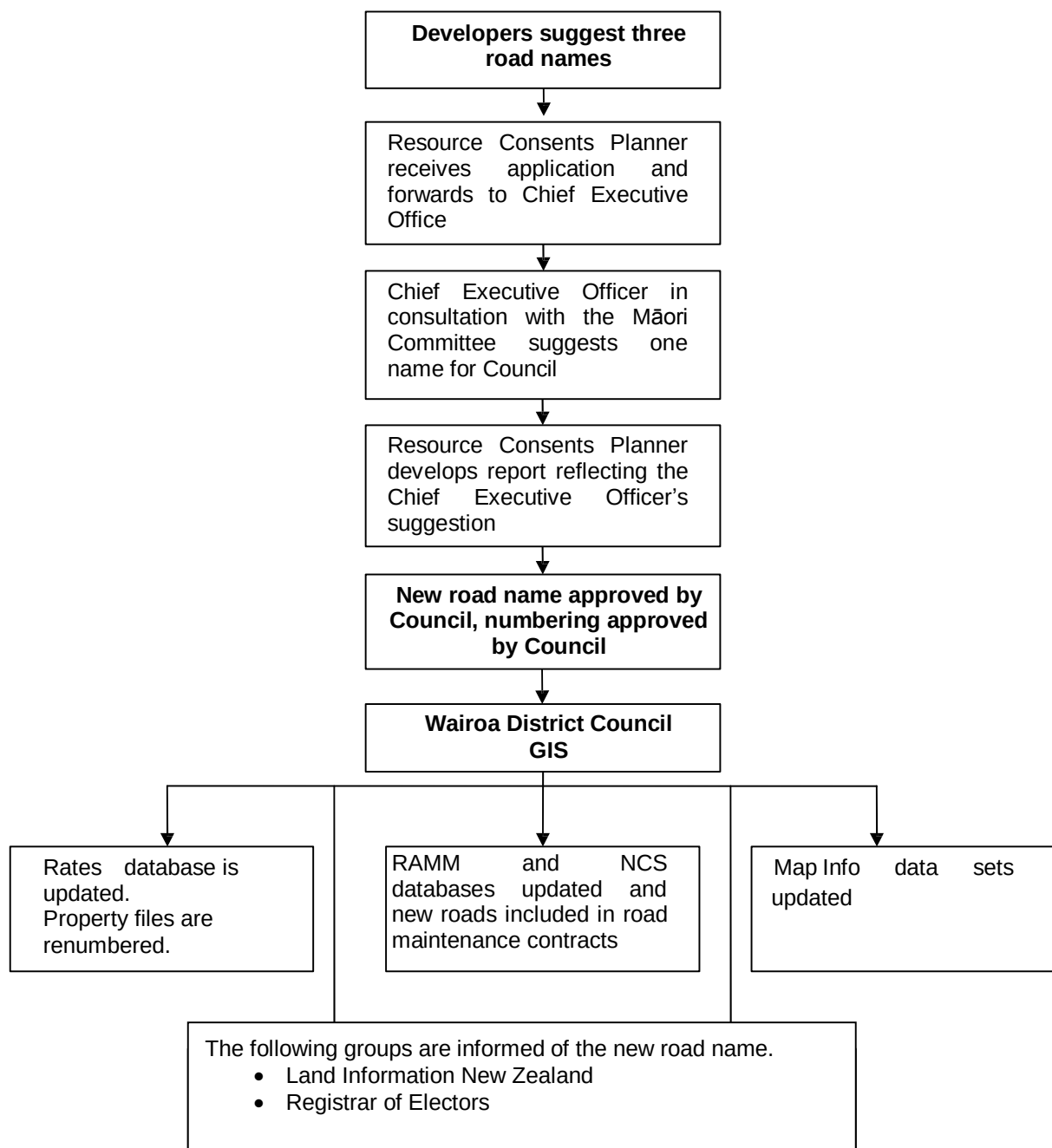
5.7 RAPID NUMBERING



Key points to remember:

- Begin measuring from the start of the datum at the point closest to the Town Centre
- Impractical, north to south or east to west
- Measure in metres to main vehicle access and divide by 10
- Odd numbers on left – adjust number by one if necessary
- Even numbers on right – adjust number by one if necessary

Appendices

Appendix 1– Process followed by Council for New Road Names

WDC Road Naming and Numbering Policy 2012

Appendix 2 –Application for Road Name Form

WAIROA DISTRICT COUNCIL
APPLICATION FOR NEW ROAD NAME OR CHANGE OF ROAD NAME
Section 319 of the Local Government Act 1974



Application received (office use):

Subdivision File Reference (office use):

Please state if a new road name is required or an existing road name requires changing

If an existing road name requires changing, please state the current name of the road and the reason/s for requesting a change

For New Road Names**SUBDIVISION DETAILS**

Address:

Legal Description:

APPLICANT/CONSULTANT DETAILS

Address:

Phone:

Fax:

Email:

PROPOSED ROAD NAMES (for new or existing road names)

Road Names:

Reasons for choice of name:

WDC Road Naming and Numbering Policy 2012

If names are in Te Reo (Māori) have you consulted with local Iwi?

Have you check with Council to ensure property numbers have been allocated?

Note: For Council to make an informed decision full information must be provided. Each application must include a plan of the roads that require new names or a change of name. This plan must include the proposed road(s) location.

Please include and attach on separate sheets any information that is pertinent to the names that have been chosen. Then return this form and any supplementary information to:

Wairoa District Council
PO Box 54
Wairoa 4108

WDC Road Naming and Numbering Policy 2012

Appendix 3 – Road Types

The road type shall be selected from those specified as suitable for either open ended roads, culs-de-sac, or pedestrian only roads, as applicable.

Refer to Clauses 4.3; 4.6.2 of the Standard AS/NZS 4819:2011

Road Type	Abbreviation	Description	Road Type Suitability		
			Open Ended	Cul-de-sac	Pedestrian only
Alley	Aly	Usually a narrow roadway in a city or towns.	✓	✓	
Arcade	Arc	Covered walkway with shops along the sides			✓
Avenue	Ave	Broad roadway, usually planted on each side with trees.	✓		
Boulevard	Blvd	Wide roadway, well paved, usually ornamental with trees and grass plots.	✓		
Circle	Cir	A roadway that generally forms a circle; or a short enclosed roadway bounded by a circle.	✓	✓	
Close	Cl	Short enclosed roadway.		✓	
Court	Crt	Short enclosed roadway, usually surrounded by buildings.		✓	
Crescent	Cres	Crescent shaped roadway, especially where both ends join the same thoroughfare.	✓		
Drive	Dr	Wide main roadway without many cross streets.	✓		
Esplanade	Esp	Level roadway along the seaside, lake or a river.	✓		
Glade	Gld	Roadway usually in a valley of trees	✓	✓	
Green	Grn	Roadway often leading to a grassed public recreation area.		✓	

WDC Road Naming and Numbering Policy 2012

Road Type	Abbreviation	Description	Road Type Suitability		
			Open Ended	Cul-de-sac	Pedestrian only
Grove	Grv	Roadway that features a group of trees standing together.		✓	
Highway	Hwy	Main thoroughfare between major destinations	✓	✓	✓
Lane	Lane	Narrow roadway between walls, buildings or a narrow country roadway.	✓		
Loop	Loop	Roadway that diverges from and rejoins the main thoroughfare.	✓		
Mall	Mall	Wide walkway, usually with shops along the sides.			✓
Mews	Mews	Roadway in a group of houses.		✓	
Parade	Pde	Public roadway or promenade that has good pedestrian facilities along the side.	✓		
Place	Pl	An open space in a town.		✓	
Promenade	Prom	Wide flat walkway, usually along the water's edge.			✓
Quay	Qy	Roadway alongside or projecting into water.	✓	✓	
Rise	Rise	A roadway going to a higher place or position	✓	✓	
Road	Rd	Open roadway primarily for vehicles.	✓		
Square	Sq	Roadway which generally forms a square shape, or an area of roadway bounded by four sides.	✓	✓	
Steps	Stps	Walkway consisting mainly of steps.			✓
Street	St	Public roadway in an urban area, especially where paved and with footpaths and buildings along one or both sides.	✓		

WDC Road Naming and Numbering Policy 2012

Road Type	Abbreviation	Description	Road Type Suitability		
			Open Ended	Cul-de-sac	Pedestrian only
Terrace:	Tce	Roadway on a hilly area that is mainly flat.	✓	✓	
Track	Trk	Walkway in a natural setting.			✓
Walk	Walk	Thoroughfare for pedestrians			✓
Way	Way	Short enclosed roadway		✓	✓
Wharf	Whrf	A roadway on a wharf or pier	✓	✓	✓

8.4 HAWKE'S BAY REGIONAL SPACES AND PLACES / AQUATIC FACILITIES PLANS - UPDATE

Author: Hinetaakoha Viriaere, Pouwhakarae - Whakamahere me te Waeture | Group Manager Planning and Regulatory

Authoriser: Matthew Lawson, Tumu Whakarae | Chief Executive

Appendices: 1. Briefing Paper Hawke's Bay Regional Aquatics Plan [↓](#)
2. Briefing Paper Hawke's Bay Regional Spaces and Places Plan [↓](#)

PURPOSE

1. This report updates the Committee on two regional strategic planning matters: the Hawke's Bay Regional Spaces and Places Plan, and the Hawke's Bay Regional Aquatic Facilities Plan.

RECOMMENDATION

The Pouwhakarae - Whakamahere me te Waeture | Group Manager Planning and Regulatory RECOMMENDS that Council receive the report.

2. BACKGROUND

2.1 The Hawke's Bay Regional Spaces and Places Plan and the Hawke's Bay Regional Aquatic Facilities Plan are both being developed through a five-partner regional arrangement: Wairoa District Council, Hastings District Council, Napier City Council, Central Hawke's Bay District Council, Sport Hawke's Bay (coordinating), and Sport New Zealand.

2.2 The two plans sit alongside a third regional priority project - a Regional Sportfield Review - agreed by the five regional bodies in 2024. The Spaces and Places Plan is the over-arching document guiding further strategic planning; the Aquatic Facilities Plan addresses swimming pools and aquatic provision specifically.

2.3 The Terms of Reference for this regional planning approach were signed by the Chief Executives of all seven parties (Hastings DC, Napier CC, Central Hawke's Bay DC, Wairoa DC, Hawke's Bay Regional Council, Sport Hawke's Bay and Sport NZ) on 26 February 2024. Ngāti Kahungunu is also a named party to the Terms of Reference. A Steering Group made up of each party's senior leadership oversees the regional planning approach; the Terms of Reference confirm no party is obligated to provide funding or resource to a specific project unless it separately agrees to do so.

2.4 Next steps: further updates on timing will be provided as the draft plan progresses.

2.5 Wairoa's local space and place development projects are represented within the draft regional plan under regional strategic priorities for Play, Bike and Skate. Regional plans carry notable weight with central government and funding trusts. Inclusion in the Regional Spaces and Places Plan (and the associated Aquatic Facilities Plan) may improve the competitiveness of Wairoa's local projects for external and central government funding sources that prioritise regionally coordinated proposals, which may not otherwise be as accessible to a single TA acting alone. It also supports more efficient use of resources across the region - helping avoid duplication, enabling shared infrastructure or facilities where appropriate, and ensuring Wairoa's needs are considered alongside those of neighbouring districts rather than in isolation. For a smaller council

with limited capacity, being part of a coordinated regional approach also means access to shared expertise, data, and planning support that would be harder to resource independently.

Hawke's Bay Regional Spaces and Places Plan

2.6 Partnership: WDC, Hastings DC, Napier CC, Central Hawke's Bay DC, Sport Hawke's Bay (coordinating) and Sport NZ (50% funder); Thrive Spaces and Places engaged to complete the analysis and draft the plan.

2.7 Purpose: an overarching regional plan guiding further strategic planning for play, active recreation and sport facilities - one of three regional priority projects agreed in 2024, alongside the Regional Aquatic Facilities Plan and a Regional Sportfield Review.

2.8 Key drivers: historically district-only planning overlooks regional interconnections; limited funding (no regional licensing trust); mixed ownership (TAs, trusts, clubs, schools); financial sustainability pressure on rates; population cross-over between districts; ageing facilities; Cyclone Gabrielle recovery costs; and two contextual issues - local government reform and a potential future rates cap.

2.9 Progress to date: started April 2025 - provider survey, engagement with major asset owners and mana whenua, demographic analysis, and analysis of strategic direction from national sport organisations and district plans.

2.10 Key findings: participation remains strong but is shifting toward informal/self-directed activity (walking, running, cycling, gym, swimming); an oversupply of pools not designed for leisure/hydrotherapy demand; organised sport remains important for rangatahi via schools and clubs; usage and capacity pressures vary across the network; asset maintenance (changing rooms, toilets, playing surfaces, accessibility, lighting) ranks among participants' highest priorities.

2.11 Draft high-level recommendations: no significant new expansion of the regional network; focus on retaining/renewing/optimising existing assets through collaboration; improve transparency and regional advocacy; establish an ongoing Regional Steering Group for leadership and oversight.

2.12 Next steps: Further updates on timing will be provided as the draft plan progresses.

Hawke's Bay Regional Aquatics Plan

2.13 Partnership: same four councils, Sport Hawke's Bay (coordinating) and Sport NZ (50% funder); Visitor Solutions engaged to complete the analysis and draft the plan.

2.14 Why: the 2023 National Aquatic Facilities Strategy found Hawke's Bay has an oversupply of aquatic provision with an imbalance in pool types (insufficient warm/leisure/hydrotherapy water); significant upcoming decisions include the planned replacement of Napier Aquatic Centre and the role/funding of the Hawke's Bay Regional Aquatic Centre; most facilities require a ratepayer subsidy and face growing financial-sustainability pressure.

2.15 Scope: 10 public aquatic facilities funded/operated by the four councils, 5 private/community facilities, and 86 school facilities; natural water bodies and private/retirement/hospital pools are excluded.

2.16 Progress to date: started November 2025 - a substantial community survey and broad stakeholder engagement, including private facility providers, mana whenua engagement, site visits to all 10 public facilities, demographic and financial/condition analysis. Councillor workshops are being held across the other participating councils, alongside Facility Manager and Stakeholder workshops and updates to Mana Whenua and community-survey respondents; this report serves as Wairoa's equivalent briefing to Elected Members.

2.17 **Key findings:** 101 aquatic facilities region-wide; users travel across district boundaries, confirming a functioning regional network; water provision is currently 40m² per 1,000 people (above the 27m² national benchmark) and projected to remain above benchmark (33m²) by 2048; utilisation is average overall, with some peak-time pressure; the region has roughly the right learning water and more than enough structured/fitness water, but insufficient warm water for leisure and hydrotherapy; six of the ten public facilities need substantial investment just to maintain the status quo; cost recovery is low to average.

2.18 Wairoa's current provision (49m² per 1,000 people) is above the national benchmark, though the mix of water - how existing pool space is allocated between structured/lap swimming, learning, and leisure/play - does not fully align with community need; the community centre currently has more capacity for structured/lap swimming than for leisure and play. Given Wairoa's demographic profile, ensuring any future facility changes remain affordable and fit for local needs will be an important consideration.

2.19 **Core problem statements:** reduce the financial load of the aquatic network; optimise facilities for efficiency and community return; rebalance the network's composition to meet core aquatic needs.

2.20 **Next steps:** a discussion document is being finalised summarising findings and the three problem statements; stakeholder engagement follows in late July 2026; the regional aquatic facilities plan is expected to be presented for consideration around September 2026.

3. Feedback Sought from Elected Members

3.1 Feedback is sought from the Committee to help inform how the regional Steering Group engages with Council going forward, noting the partnership is still in its establishment phase. Specifically, the Committee is invited to consider:

- Whether members have any questions on the briefing material and findings provided to date;
- Whether the material adequately explains the significance of this work, and whether there is anything further members would like to know;
- How the Committee would like to be engaged on the draft plan, given further feedback will be sought once it is ready for review;
- What information or assurance will be required for the final plan to be adopted by Council (the final plan is anticipated to be ready around October 2026).

3.2 Feedback provided by the Committee on these points will be conveyed back to the regional Steering Group following this meeting.

4. OPTIONS

Not applicable. This report is for information only; no decision is sought from the Committee (see Recommendation), so no options are presented.

5. CORPORATE CONSIDERATIONS

What is the change?

None. This report provides a progress update on two regional plans already agreed to in 2024; it does not propose any change to Council operations, policy, or service levels.

Compliance with legislation and Council Policy

- District Plan - not directly relevant; no District Plan change is proposed.
- Economic Development Strategy - regional collaboration on shared facilities supports efficient use of public investment across the sub-region.
- Other Council Policies - not directly triggered by this report.
- Relevant legislation - Local Government Act 2002 (collaborative regional arrangements); Reserves Act 1977 may become relevant for specific sites once either plan's recommendations are considered.

What are the key benefits?

Being part of the regional plans may give Wairoa's own projects a stronger evidence base when applying for external funding. It may also reduce the risk of Wairoa facilities being planned in isolation from - or duplicating - provision already available nearby.

What is the cost?

WDC's cost for both plans is \$3,386.01 excl GST combined (\$1,564.71 for the Aquatic Facilities Plan, \$1,821.30 for the Spaces and Places Plan), via Sport Hawke's Bay's partnership funding breakdown.

What is the saving?

Not quantified at this stage; both plans are still at the findings/discussion-document stage rather than a funded delivery stage.

Who has been consulted?

Major asset owners (Councils, Community Trusts, Regional Sports Organisations); mana whenua via Te Kupenga Māori Partnership Advisers; a wide-reaching community survey and stakeholder/private facility engagement undertaken for the Aquatic Facilities Plan; active recreation and sport providers (Spaces and Places Plan). Further engagement is planned before either plan is finalised.

Community views

- The Aquatic Facilities Plan drew a substantial community survey response, plus broad stakeholder and private facility engagement.
- The Spaces and Places Plan included an online survey of active recreation/sport providers and engagement with major asset owners (Councils, Community Trusts, Regional Sports Organisations).
- Both plans have engaged mana whenua; further engagement (July workshops, late-July stakeholder sessions) is planned before either plan is finalised.

- Consideration given to community views to date is reflected in each plan's key findings (Section 5); further consultation is anticipated before Council is asked to adopt either final plan (Aquatic Facilities Plan, September 2026; Spaces and Places Plan timing to be confirmed as the draft progresses).

Significance to tangata whenua

Mana whenua engagement on both plans to date has been directed through Te Kupenga Māori Partnership Advisers at a regional level; the specific relevance and implications for Māori in Wairoa are still to be confirmed. Sport Hawke's Bay had approached WDC to present these plans to the Māori Standing Committee, but timing did not align with the 23 June 2026 meeting (agenda already full, and new Committee members only sworn in on 28 May 2026); as a result, the plans have not yet been presented to that Committee.

SIGNIFICANCE

- Impact: regional in scope (affects four districts), but this report itself makes no decision - significance is assessed as Low at this stage.
- History of public interest: moderate - The Aquatic Facilities Plan drew a substantial community survey response, plus broad stakeholder and private facility engagement.
- Impact on council budget or capacity: limited to WDC's confirmed contribution to the co-funded analysis phase (\$3,386.01 excl GST combined) - could increase materially once either plan's recommendations come forward, given findings such as six of ten public aquatic facilities needing substantial investment.
- Reversibility: not applicable - no decision is being made.
- Alteration of service levels: none proposed by this report.
- Impact on strategic assets: none proposed by this report; potential future impact on Council-owned aquatic/recreation facilities once the plans are finalised.
- Change to delivery of a significant activity: not by this report; a possible future consideration once recommendations are before Council.

6. RISK MANAGEMENT

6.1 In accordance with the Council's Risk Management Policy the inherent risks associated with this matter are:

Human	Financial	Regulatory
L	M	L
Operations	Employees	Image & Reputation
L	L	M

Further Information

See Appendices.

References (to or from other Committees)

Nil.

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) 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.

HAWKE'S BAY REGIONAL AQUATIC FACILITIES PLAN

PURPOSE

The purpose of this paper is to brief elected members on the development of the Hawke's Bay regional aquatic facilities plan, including the background and progress so far. These headline findings are being shared with elected members ahead of the next phase of stakeholder engagement. At council workshops in July, elected members will have the opportunity to ask questions and provide feedback. No decisions are sought at this point.

BACKGROUND

The regional aquatic facilities plan is being developed through a partnership between Central Hawke's Bay District Council, Hastings District Council, Napier City Council, Wairoa District Council, Sport Hawke's Bay, and Sport New Zealand. Sport New Zealand is funding 50% of the project, with the remaining costs shared proportionally by the four local authorities. Sport Hawke's Bay is coordinating the process, while Visitor Solutions has been engaged to complete the analysis and draft the plan.

WHY DEVELOP A REGIONAL AQUATIC FACILITIES PLAN

The purpose of a regional aquatic facilities plan is to facilitate regional collaboration and analysis across four local authorities and to guide the provision of a **sustainable, efficient and complementary network of aquatic facilities**. The need for a regional plan has been driven by the following:

1. **The 2023 National Aquatic Facilities Strategy** indicates the Hawke's Bay Region has an oversupply of aquatic provision and, like many regions, an imbalance in the types of pools, with insufficient water allocated for leisure and hydrotherapy. Regional analysis is required to assess this finding.
2. **Upcoming aquatic decisions:** Significant decisions are forthcoming, particularly the planned replacement of Napier Aquatic Centre, the role and funding of the Hawke's Bay Regional Aquatic Centre, and the need for substantial renewals of some facilities across each district.
3. **Financial sustainability:** Councils are facing significant financial pressures to minimise the cost of rates. Most aquatic facilities require a ratepayer subsidy to bridge the gap between revenue and expenditure, and there is growing pressure to improve their financial sustainability.
4. **Benefits of aquatic facilities:** The ability to swim is considered a vital life skill, and tackling drowning statistics is important. Aquatic facilities offer numerous community benefits, so it is important that provision is affordable, accessible and fit for purpose to achieve desired outcomes.
5. **Regional thinking:** Historically, Hawke's Bay local authorities have focused their aquatic facility planning on their individual districts. This approach is no longer sustainable or holistic, as it overlooks the reality of regional interconnections and implications between the districts.

A proactive regional approach, underpinned by robust analysis, is essential to guiding future decisions on aquatic facilities. It offers the best opportunity to shape and optimise aquatic provision, given the major decisions that lie ahead. Without a regional framework, decisions risk being reactive and focused on individual facilities, neglecting broader network implications and/or opportunities.



**HERETAUNGA
HASTINGS** DISTRICT COUNCIL



**SPORT
HAWKE'S BAY**



SCOPE OF THE PLAN

The scope focuses on aquatic facilities, including swimming pools accessible to the community:

- 10 public aquatic facilities supported, funded or operated by the four local authorities.
- 5 private or community-owned aquatic facilities that provide learn-to-swim or fitness.
- 86 school facilities that support school aquatic activity and some community activity.

The plan recognises the relationship between aquatic facilities and natural water environments like oceans, rivers, and lakes. However, broader environmental, ecological, and cultural considerations mean the natural environment is out of scope. Swimming pools in retirement villages, hospitals, spas, resorts, and private homes are also excluded since they're not accessible to the general community.

PROGRESS SO FAR

The project started in November 2025, and progress so far includes:

- Open community survey which received 638 respondents. There was a relatively balanced regional and demographic profile, although predominantly completed by aquatic facility users.
- Engagement with 19 aquatic stakeholder clubs/groups and 5 private facilities in the network.
- Engagement with mana whenua to share information and open the door for receiving input.
- Site visits to the 10 public aquatic facilities and engagement with facility managers.
- Demographic analysis incorporating future population projections.
- Analysis of provision, participation, facility visits, condition and financial costs.

KEY FINDINGS TO DATE

- Hawke's Bay has 101 aquatic facilities, which is substantial.
- It is evident aquatic users travel across the districts to access aquatic facilities to meet their needs, confirming a functioning regional network and hierarchy. Therefore, changes in one district will likely have impacts across the region, including on those living in neighbouring districts.
- Considering water availability (seasonal and school-based), the region has 40m² of water per 1,000 people, which is well above the national benchmark of 27m² per 1,000 people.
- Applying growth forecasts, current provision will provide 33m² per 1,000 people in 2048, still above the national benchmark.
- Due to the oversupply, utilisation of the 10 public facilities is assessed as average and does not exhibit high demand pressures, acknowledging some peak time pressures at particular facilities.
- Applying national indicators for demand and considering the design and allocation of pools:
 - The region has about the right amount of 'learning water', although not all in the right place.
 - The region has more than enough 'structured water' for fitness and sports.
 - The region has insufficient provision of 'warm water' for leisure and hydrotherapy.
- Six of the 10 public facilities will need substantial investment just to maintain the status quo.
- While public facilities appear to be operating well, there is low to average cost recovery.
- Engagement feedback shows users and stakeholders agree on the importance of aquatic provision, supporting learn-to-swim, enhancing facility appearance, and promoting wellbeing. Opinions vary more about the importance of provision for leisure, hydrotherapy, and sports.

There are also three crucial contextual issues that the plan will need to respond to:

1. Local government reform is likely to change the organisations and may influence priorities.
2. Immediate financial constraints, at least in Hastings District, mean the status quo is challenging.
3. Potential future rates cap could significantly impact future budgets for aquatic facilities.

CORE PROBLEM STATEMENTS

Work so far has identified three problem statements, with the opportunity to consider bold responses:

1. **Reduce the financial load of the aquatic network.**
2. **Optimise the aquatic facilities to be efficient and maximise community return from investment.**
3. **Address the composition of the network to be more balanced to meet core aquatic needs.**

NEXT STEPS

We are finalising a discussion document to summarise the analysis findings, outline the three problem statements, and pose questions about potential responses. In late July, we plan to engage with stakeholders and provide an update for survey respondents. We will be exploring the following:

- Core aquatic outcomes – if we can't do it all, what is most critical?
- An optimal regional aquatic network with potential options for local authorities to consider.
- Decision-making criteria to help local authorities make investment and divestment decisions.
- Roadmap for decision-making and implementation.

Elected members will have the opportunity to ask questions at July workshops. It is expected the regional aquatic facilities plan will be presented for consideration around September 2026.

EXPLANATION OF STAKEHOLDER CATEGORIES

As there are a range of organisations involved in Hawke's Bay aquatic provision, the following table provides an explanation of the different categories.

Facility Owners	Four local authorities: Wairoa District Council, Napier City Council, Hastings District Council and Central Hawkes Bay District Council. Community Trusts: Hawkes Bay Community Fitness Centre Trust, Central Hawkes Bay District Community Trust Private facilities: Complex Forme Swim School, Hilton Brown Swimming, Splash Swim School and Jilly Fish Swim School. Community-owned facility: Patoka Swimming Club
Facility Managers	Council management, Community Leisure Management (CLM), Aqua Management, Taradale Community Pool Trust, Dolphin Academy
Stakeholder Groups	Swimming clubs, water polo, canoe polo, dive clubs, underwater hockey, IronMāori, Masters swim groups, aquatic recreation groups.
Community / Users	Respondents to the community-wide survey, regular/casual users, participants in learn to swim, fitness or other programmes.
Schools	Schools with pools
Mana whenua	Engagement has been directed through the Te Kupenga Māori Partnership Advisers to the following: Ngā Mānukanuka o te Iwi Heretaunga Takoto Noa Māori Standing Committee Central Hawkes Bay hapū and marae Wairoa Māori Standing Committee

Hawke’s Bay Regional Spaces and Places Plan

Briefing Paper

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Purpose

The purpose of this paper is to brief elected members on the development of the Hawke's Bay Regional Spaces and Places plan, including the background and progress to date.

This paper is being shared with elected members ahead of finalising the plan for socialisation amongst the wider community, and ultimately endorsement by the project owners – Wairoa District Council, Hastings District Council, Napier City Council, Central Hawke's Bay District Council.

Background

In 2024, the five Hawke's Bay regional bodies, together with Sport Hawke's Bay and Sport NZ, signed the terms of reference for a regional planning approach bringing together those who can actively address challenges and plan for future needs of spaces and places for play, active recreation, and sport in the region.

The benefit of a regional planning approach is realised when willing partners develop a shared purpose so that their "collective thinking" delivers better value for each of the partners, strengthens the region, and provides benefits for the widest cross section of communities in a region.

The agreement identified three regional priority projects:

1. Regional Spaces and Places Plan
2. Regional Aquatic Facilities Plan
3. Regional Sportfield Review

The regional Spaces and Places Plan is the over-arching document that identifies and guides further strategic planning requirements.

Who is funding the plan?

The regional Spaces and Places plan is being developed through a partnership between Central Hawke's Bay District Council, Hastings District Council, Napier City Council, Wairoa District Council, Sport Hawke's Bay, and Sport New Zealand.

Sport New Zealand is funding 50% of the project, with the remaining costs shared proportionally by the four local authorities. Sport Hawke's Bay is coordinating the process, while Thrive Spaces and Places has been engaged to complete the analysis and draft the plan.

What are the drivers for a Regional Spaces and Places Plan?

- **District focus / Regional focus:** Across Hawke's Bay, planning for sport and recreation facilities has historically been based on TA boundaries and there has been little regional understanding when it comes to planning how facilities can work efficiently together to provide for the needs of all people living in the region. The 'District Only' approach is no longer sustainable or holistic, as it overlooks the reality of regional interconnections and implications between the districts.
- **Limited resources:** There are limited resources for funding to maintain the existing play, active recreation, and sport facilities, let alone plan for renewals or any new developments. Unlike other regions in New Zealand, there is no major licensing trust in Hawke's Bay to provide funding for sports code facility maintenance and development. At present local Power Trusts distribute dividend pay-outs rather than invest into capital projects.
- **Seeking best value:** Funding agencies are increasingly asking for guidance on where and how their investment in community facilities can be applied that adds the best value and has the most impact. There is a need for an improved regional approach for facility planning, funding facility developments and for maintaining existing facilities.
- **Mixed ownership:** There is a mixed-ownership model for sport and recreation facilities in Hawke's Bay where some facilities are owned by TA's, some significant regional assets are owned by Charitable Trusts, some are owned by Clubs, and many facilities are owned by Schools. The network is now competing for funds regionally and nationally.
- **Financial sustainability:** Councils are facing significant financial pressures to minimise the cost of rates. Many facilities require a ratepayer subsidy to bridge the gap between revenue and expenditure, and there is growing pressure to improve financial sustainability.
- **Population changes:** There is now more cross over between regions and districts. Evidence confirms that people travel to use and participate at facilities throughout the district. What one district does, has an effect those living in other districts. There is a need for spaces, places and facilities to be considered in the context of each other so that people living in the region can have their needs met at a local, district and regional level.
- **Ageing facilities:** Each district has spaces and places that are ageing and require renewal or modernisation, with a growing proportion of infrastructure no longer aligned with current participation needs or expectations.
- **Environmental sustainability:** Damage to key infrastructure from Cyclone Gabrielle, in particular water, and transport including the loss of multiple bridges throughout the region has meant significant share of the cost to rebuild infrastructure has fallen on local government to cover rather than private insurers. The scale of the recovery is substantial, and Councils are having to re-prioritise their spending over the next five to ten years. Regional partners have a greater requirement now to factor in environmental sustainability. Climate change will affect planning of facilities and open spaces. Going forward, environmental sustainability needs to be factored into regional planning. More than ever, decisions on investment in facilities needs to be planned to ensure facilities are located where they can best meet the needs of the communities they serve.
- **Contextual issues:** At the time of writing the plan, there are two crucial contextual issues that the region will need to consider:
 1. Local government reform which may influence priorities.
 2. Potential future rates cap could significantly impact future budgets for facilities.

What will the benefits be?

The aim is for a high-level plan that will guide decision making among strategic partners including funding organisations to enable better investment outcomes across Hawke's Bay.

The plan will support facilities to be considered as part of an interconnected network complimentary with one another. When facilities are considered the context of an identified hierarchy, regional leaders will be able to respond better to demand.

A proactive regional approach offers the best opportunity to shape and optimise spaces and places where all people can enjoy being physically active in ways that are meaningful to them. Without a regional framework, decisions risk being reactive and focused on individual facilities, neglecting broader network implications and/or opportunities.

Progress so far

The project started in April 2025, and progress so far includes:

- Online survey of active recreation and sport providers.
- Engagement with the major asset owners in the district including Councils, Community Trusts, and Regional Sports Organisations.
- Engagement with mana whenua to share information and open the door for receiving input.
- Demographic analysis incorporating future population projections.
- Analysis of strategic direction from national sport organisations and local district plans.

Findings to date

- Participation in play, active recreation and sport remains strong in Hawke's Bay but the way people participate is changing.
- Highest participation levels in informal and self-directed activities – walking, running, cycling, gym-based activities and swimming.
- The region has an oversupply of pools that are not designed to meet the growing demand for play, leisure and hydrotherapy, and emerging activities such as aqua fitness, water polo.
- Organised sport remains an important contributor to rangatahi participation through schools and clubs.
- Facility usage and performance varies across the network.
- Capacity and utilisation challenges with peak-time demand pressures in some locations and underutilisation in others
- Access and sustainability issues include equitable access, affordability, quality experiences and long-term sustainability
- Asset maintenance plays an important role in reducing barriers to participation. Changing rooms and toilets ranked amongst the highest priorities for participants, along with playing surfaces, accessibility and lighting to extend the playing time.

Draft high-level recommendations

- **No expansion:** No significant additional new expansion of the regional spaces and places network
- **Existing assets:** Focus on retaining, renewing, optimising and improving the use of existing assets through collaboration.
- **Transparency:** Improve transparency and strengthen regional advocacy.
- **Leadership:** Establish an ongoing Regional Steering Group to provide leadership and oversight of the regional planning approach and to implement the ongoing regional strategic planning priorities and priority facility projects right across the region.

Key Planning concepts

- **Regional network:** consider assets as part of a regional network rather than individual assets to ensure widest possible long-term benefit. 'District Thinking' aligned with 'Regional Thinking'
- **Use existing before new:** Optimising and adapting existing assets before pursuing new provision or expansion.
- **Shared use of same space:** improved scheduling, governance or partnership arrangement to improve utilisation of spaces.
- **Multi-use spaces:** Adapt and design spaces to support multiple activities, user groups, or functions either at the same time or across different times to improve flexibility, utilisation and overall value.
- **Data:** Improve the quality of data to enable evidence-based decisions
- **Decision making framework:** Test any facility development proposals through a regional framework to identify needs vs wants, test viability, identify whole-of-life costs, and ensure long-term sustainability

Next steps

- The project steering group expects to receive the final draft plan during July 2026
- Work with each Council to schedule a presentation of the final draft Plan to Elected Members
- Anticipated participating Councils will endorse the Plan at a similar time with the support of Sport Hawke's Bay and Sport New Zealand.

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 - 3313 Lake Road	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial 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)	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 - Transport & Procurement Updates	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 - Potential Solar Farm Opportunity.	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)	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