

A GUIDE TO WHAKATĀNE DISTRICT COUNCIL

LOCAL GOVERNANCE STATEMENT 2026

Te Whakapuakanga Kāwanatanga a te Kaunihera ā-rohe
o Whakatāne 2026

This Local Governance Statement explains how Whakatāne District Council works and how local decisions are made. It outlines the roles of the Mayor, Councillors and staff, how the Council makes decisions, and how you can be involved in shaping what we do. It's designed to help you understand how local democracy works in our district and how you can take part.



CONTENTS Rārangi Upoko

Local Governance Statement.....	2
A message from the Chief Executive	3
The district at a glance	4
The region	5
Tourism	6
Landscape + environment.....	6
Education	7
Deprivation	7
What we do and why we do it	8
Our vision.....	9
Our priorities.....	10
Our purpose	11
Our role.....	12
What guides us	14
Bylaws.....	15
Key strategies and documents.....	17
Other important documents.....	18
How the Council operates	19
Electoral Representation Review	20
Roles and responsibilities.....	21
Code of conduct	23
Governance structure.....	24
Council and committees.....	25
Governing body – the Council.....	26
Special committees	29
Joint committees.....	31
Joint forums	36
Whakatāne District Community Boards.....	39
Whakatāne District Youth Council	40
Council appointments and endorsements to outside associations.....	41
Delegations held by the Council	42
Council meetings.....	43
Can I attend and speak at meetings?	43
Agendas and minutes	43
Standing Orders.....	44
Listening to and working with our communities	45
Listening to and working alongside with iwi/Māori	46
Management structure and relationships.....	47
Chief Executive and staff	47
Equal employment opportunities	47
Contact us	48
Official information.....	49

LOCAL GOVERNANCE STATEMENT

Te Whakapuakanga Kāwanatanga ā-rohe

A Local Governance Statement is a collection of information about how the Council operates, how it makes decisions, and how members of the community can influence these processes. It supports the purpose of local government by promoting democracy and provides you with information on how to influence local democratic processes.

Section 40 of the Local Government Act 2002 requires the Council to produce a local governance statement within six months of each local government election. This statement must include the following:

- (a) the functions, responsibilities, and activities of the local authority
- (b) any local legislation that confers powers on the local authority
 - (ba) the bylaws of the local authority, including for each bylaw, its title, a general description of it, when it was made, and, if applicable, the date of its last review under section 158 or 159
- (c) the electoral system and the opportunity to change it
- (d) representation arrangements, including the option of establishing Māori wards or constituencies, and the opportunity to change them
- (e) members' roles and conduct (with specific reference to the applicable statutory requirements and code of conduct)
- (f) governance structures and processes, membership, and delegations
- (g) meeting processes (with specific reference to the applicable provisions of the Local Government Official Information and Meetings Act 1987 and standing orders)
- (h) consultation policies
- (i) policies for liaising with, and memoranda or agreements with, Māori
- (j) the management structure and the relationship between management and elected members
 - (ja) the remuneration and employment policy, if adopted
- (k) equal employment opportunities policy
- (l) key approved planning and policy documents and the process for their development and review
- (m) systems for public access to it and its elected members
- (n) processes for requests for official information

A MESSAGE FROM THE CHIEF EXECUTIVE

He kupu nā te Toihautū



E ngā hapori katoa o te rohe nei, tēnā tātau.

Local government can sometimes feel complicated from the outside. This document is designed to make it a bit clearer. It explains how Whakatāne District Council works, how decisions are made, and how you can take part in shaping the future of our district.

The Council plays a practical role in everyday life. We provide essential services such as drinking water, wastewater treatment, roads, parks, libraries, and waste management. We also plan for the district's future, manage development and the environment, and advocate for our communities with central government and other organisations. Behind all of this is a simple purpose: making sure Whakatāne District remains a great place to live, work, raise a family and do business.

Our elected members - the Mayor and Councillors - set the direction for the district and make the key decisions on behalf of our communities. My role, along with the Council's staff, is to provide information and advice, carry out those decisions and deliver the services people rely on every day. Together we manage significant public assets and deliver a wide range of services that support our communities.

Strong local democracy relies on people understanding how decisions are made and having opportunities to be involved. This Local Governance Statement sets out the structure of the Council, the roles and responsibilities of elected members and staff, and the processes we use to make decisions openly and transparently.

If you want to understand how the Council works, how to have your say, or simply how things get done locally, this document is a good place to start.

Ngā mihi,
Steven Perdia
Chief Executive, Whakatāne District Council
March 2026

THE DISTRICT AT A GLANCE

He kōrewaha ki te rohe nei

THE POPULATION

 **37,149** 

Total estimated population (2023)



Total estimated population by 2053

 **46,020** 

51% **49%**
FEMALE MALE
0.2% OTHER GENDERS

EIGHT IWI

in the Whakatāne District

Ngāti Awa

Ngāti Mākinō

Ngāti Manawa

Ngāti Rangitīhi

Ngāi Tūhoe

Ngāti Tūwharetoa ki Kawerau

Te Whakatōhea

Ngāti Whare

72 **81**
MARAE HAPŪ

RESIDENCY DURATION

18%

Have lived in the district less than five years

82%

Have lived in the district for more than five years

* AS AT MARCH 2018

KIWI CAPITAL
OF THE WORLD



WE'RE DIVERSE

People in the district identify themselves as*

62.3% EUROPEAN

48.6% MĀORI

3.9% PACIFIC PEOPLES

4.3% ASIAN

1% OTHER ETHNICITY

0.5% MIDDLE EASTERN, LATIN AMERICAN, AFRICAN



ŌHOPE BEACH
TWICE VOTED NZ'S FAVOURITE BEACH

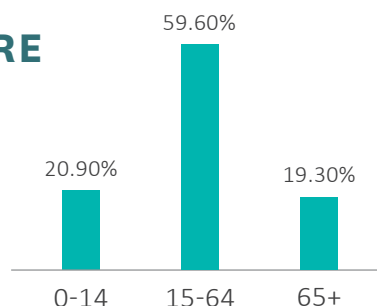
DISTRICT AREA

43,000 HA

AGE STRUCTURE

MEDIAN AGE

40.2
YEARS OLD



2,332
AVERAGE ANNUAL
SUNSHINE HOURS

* 2022 PREVIOUS DATA



THE REGION

Te rohe nei

NATURAL ENVIRONMENT: FORESTS, WETLANDS, RIVERS, PLAINS AND COASTLINE

Whakatāne District is widely recognised for its natural environment, coastal setting and strong connection between people, place and culture.



ECONOMY



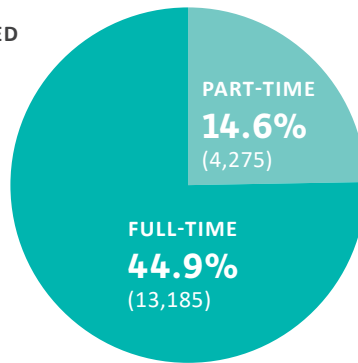
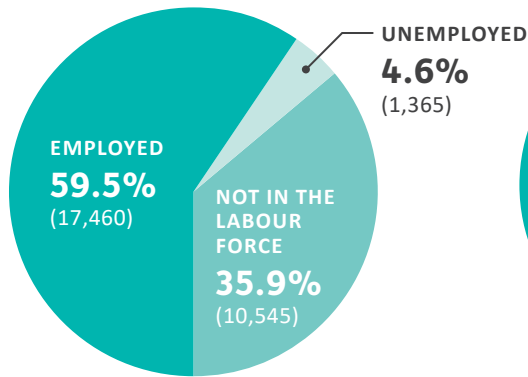
INDUSTRY

- Agriculture and dairy production (including processing)
- Forestry and wood processing
- Electricity, gas, water and waste services
- Health care and social assistance
- Manufacturing and logistics
- Horticulture (kiwifruit and avocado)

EMPLOYMENT STATUS

2023 Census (Census night: 7 March 2023) | Population aged 15 years and over

Total (15+) = 29,373



INCOME

MEAN HOUSEHOLD INCOME

\$116,348

(NZ: \$135,266)



HOUSING

Average house value	\$592,336	2025
Average house sale price	\$671,667	June 2025 quarter
Total dwellings	15,162	Census 2023
Home ownership	Total population: 69.9%	Census 2023
	Māori: 36%	



Tourism

Tāpoi

Tourism spend contributed approximately \$168 million to the district's economy between September 2024 and September 2025, an increase of \$8 million on the previous year.

Landscape + environment

Te horanuku me te taiao

Whakatāne District covers approximately 4,450 square kilometres, stretching from Ōtamarākau in the west to Ōhope in the east, and south into Te Urewera. The district includes a wide range of natural environments, from coastline and plains to rivers, wetlands and extensive forest.

The coastline features sandy beaches at Ōtamarākau, Matatā, Thornton and Ōhope, alongside significant harbours and estuaries such as Ōhiwa Harbour and the Whakatāne River mouth, which are regionally and nationally significant. Major rivers include the Rangitāiki, Tarawera and Whakatāne/Waimana. The Rangitāiki Plains cover around 30,000 hectares and support dairy farming, horticulture and cropping, alongside ongoing flood risk management.

In the south, the district includes large areas of indigenous forest within Te Urewera and Whirinaki Te Pua a Tāne, which together form part of the largest remaining tract of indigenous forest in the North Island. Extensive areas of exotic plantation forestry are also located in the southern part of the district, including Kaingaroa Forest.

More than half of the Whakatāne District is identified as Significant Natural Areas under the District Plan, representing areas of the highest ecological value. A 2018 regional assessment estimated that approximately 51% of the district is covered by indigenous vegetation and waterbodies, based on historic mapping and including all vegetation types and waterways.

Whakatāne District has a coastal climate with moderate to high rainfall, which varies across the district depending on location, elevation and distance from the coast. Long term averages indicate annual rainfall typically exceeds 1,200 millimetres, with higher totals recorded inland.

The district's natural environment supports a strong outdoor lifestyle and tourism sector, with activities including surfing, paddling, rafting, fishing, hiking, hunting and ecotourism. Whakatāne District is known as the Kiwi Capital of the World™, reflecting long-term, community led predator control and biodiversity restoration efforts that have increased the local kiwi population from just a handful of birds to well over 350.

The district also hosts a range of sporting and cultural events and provides access to offshore islands such as Motuhourā, a protected wildlife sanctuary. Whakatāne was recognised as the Supreme Winner – Most Beautiful Towns and Cities in 2021, and as Most Beautiful Large Town in 2023 at the Keep New Zealand Beautiful Awards.



Education

Te mātauranga

19.5% of Whakatāne District residents aged 15 years and over have no formal qualification. A further 49.2% hold qualifications at Levels 1–4, while 15.2% hold Level 5–6 diplomas. Bachelor’s degrees and higher qualifications account for 17.9% of the adult population. These figures reflect a qualification profile that is weighted toward school-level and vocational qualifications.

Deprivation

Ngā taumata oranga

The New Zealand Deprivation index ranks areas from zero to 10, with 10 being the highest level of deprivation. Factors that increase the score include low income, high unemployment, no academic qualifications, overcrowding, no access to a car or phone, living in rental accommodation and single parent families. The average deprivation score across the district is 7.1 (on a scale where 1 represents low deprivation and 10 represents high deprivation). This represents a slight improvement from 2018, with a decrease of 0.1. Two of our statistical areas (SA2) have an average deprivation score below 6, indicating that deprivation remains relatively high across much of the district. The highest levels of deprivation are recorded in Whakatāne West, Allandale, Wainui, Trident, Te Teko, Waimana, Galatea, and Murupara. Areas with the lowest level of deprivation include Mokorua and Ōhope. These are the only two SA2 areas in the district with deprivation scores below 6.

WHAT WE DO AND WHY WE DO IT

Ā mātau mahi, ā, he aha mātau e mahi ai

Whakatāne District Council is here to serve our communities. Every day we provide the essential services, facilities, and spaces that make our district a great place to live, work, and play. From parks and libraries to safe roads and clean drinking water, our mahi touches the lives of everyone who calls Whakatāne District home. The district is led by 11 elected representatives who make the big decisions that guide our activities and shape the future of our communities. We deliver more than 30 services and manage around \$1.6 billion worth of community assets.

Our role is set out by the Local Government Act 2002, which gives councils across Aotearoa New Zealand the responsibility to support strong local decision-making and act on behalf of communities. The Act also recognises the principles of Te Tiriti o Waitangi and requires us to provide meaningful opportunities for Māori to take part in shaping local decisions.

We work hard to meet the current and future needs of our district by providing good-quality infrastructure, public services, and regulatory functions in a way that is affordable and sustainable. That includes delivering services that ensure the health and safety of our communities, such as clean drinking water, effective wastewater treatment, and safe transport networks. Beyond these, many other council activities contribute to community wellbeing and lifestyle.

To deliver all of this, our work is organised into 19 groups - including the Corporate Services Group, which supports the delivery of our other activities. A council-controlled organisation (CCO) also operates the Whakatāne Airport in a joint venture agreement with the Ministry of Transport - Te Manatū Waka.

The following are our groups of activities:

 Democracy	 Arts and culture	 District partnerships	 Aquatic centres	 Events and tourism	 Economic development	 Climate change and resilience
 Stormwater	 Wastewater	 Water supply	 Ports and harbours	 Parks and reserves	 Riverside Whakatāne Holiday Park	
 Transportation connections	 Building and resource management	 Waste management	 Community regulation	 Community facilities	 Corporate services	

Everything we do at council, through our different groups of activities - works together to deliver on our shared vision, community outcomes, and strategic priorities.

Our vision

Tō mātau matakite

Our vision - **'More life in life'** is about supporting our communities to flourish, reach their potential, and live life to the fullest. It speaks to the quality of life in the Whakatāne District - a great place to live, work, play, raise a family and do business.

This vision and community outcomes set the high-level direction for the council, helping us focus on community-led progress and making sure we're delivering what matters most for our people.

More life in life

Working together to make living better for our communities, now and in the future



Strong, resilient Council organisation focused on continuous improvement

The four wellbeings set out in the Local Government Act 2002 - social, economic, environmental, and cultural – sit at the heart of our vision and guide the priorities we focus on for our district.

Our priorities

Ngā rautaki matua

Through the Long Term Plan 2024-34, we worked with our communities to identify five strategic priorities. These priorities set the key areas of focus that will help us achieve our vision of 'More life in life'. Each is backed by strategies, programmes of work and key projects that turn our vision into action.



Shaping a green district
Kia toitū te rohe



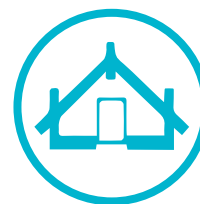
Facilitating economic regeneration and responding to development pressures

Me mātua whakahaere i te tipuranga o te taiōhanga me ngā tonotono whare



Building climate change and natural hazard resilience, including our infrastructure

Me mātua whakakaha i te aumangea ki te huringa āhuarangi me ngā tūraru matepā taiao tae ana ki te hangaroto



Strengthening relationships with iwi, hapū and whānau

Me mātua whakawhanake i ngā kōtuituinga ā-iwi, ā-hapū, ā-whānau anō hoki



Enhancing the safety, wellbeing and vibrancy of communities

Me mātua whakanui i te marutau, te oranga, me te wana o ngā hapori

Our purpose

Tō mātau take

We will lead the Whakatāne District to sustainable economic, social environmental and culture wellbeing.

The Local Government Act 2002 states that the purpose of local government is:

- (a) to enable democratic local decision-making and action by, and on behalf of, communities
- (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.

Our work

Ā mātau mahi

STRATEGIC MĀORI PARTNERSHIPS

YOUR TOURISM & EVENTS

CORPORATE SERVICES

ECONOMIC DEVELOPMENT

YOUR TRANSPORTATION NETWORK

ROADS
FOOTPATHS
STREETLIGHTS
BRIDGES

CEMETERIES AND CREMATORIUM

AIRPORT

DRINKING WATER

Your water, stormwater and sewerage SERVICES

PLAYGROUNDS AND SKATEPARKS

SWIMMING POOLS

STRATEGY POLICIES, BYLAWS & PLANNING
for our future

YOUR PORT

BOAT RAMPS AND HARBOUR ACCESS

Road Safety
EASTERN BAY OF PLENTY

YOUR VISITOR CENTRE

your ANIMAL CONTROL SERVICES

your PARKS AND RESERVES

EMERGENCY MANAGEMENT

YOUR SOLID WASTE SERVICES

Kerbside rubbish and recyclables collection and disposal

Kerbside green waste collection and disposal

Our role

Tā mātau tūranga

We deliver 37 internal and external activities under 19 activity groups and manage approximately \$700 million worth of community assets.

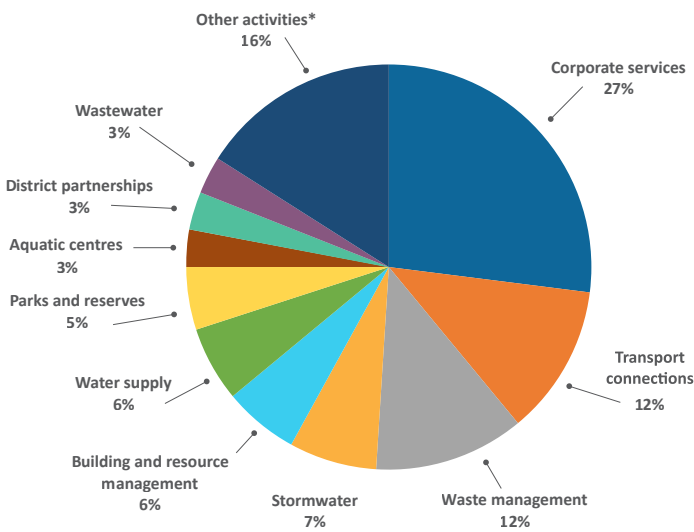
We delivered \$85.5 million worth of essential services, facilities, and support for our communities.

We invested \$48.4 million in delivering new or improved assets for our communities

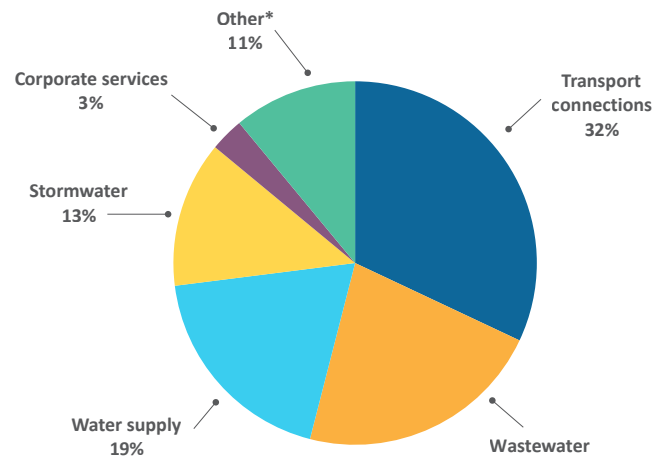
Our operating expenditure funds the day to day running costs of activities, services and facilities. The following graph provides a breakdown of how this funding was allocated.

The following graph provides a breakdown of what we invested this money on. Capital expenditure is the money we invest to build or buy something new, renew or upgrade something we already have, or improve services for our communities.

Operating expenditure



Capital expenditure



Council activities make an important contribution to our communities, providing essential services and recreational opportunities that are used every day.

Many Council functions are guided by legislation, including the Local Government Act 2002, the Resource Management Act 1991 and the Local Government Rating Act 2002. Within these frameworks, there is a considerable degree of flexibility in deciding what activities are undertaken and how they are carried out. In addition, the Mayor and Councillors are responsible for making the key policy decisions that guide our activities and provide the direction for our district's future.

Here's a snapshot of the current functions, responsibilities and activities we carry out:

- Constructing, managing and maintaining local infrastructure, including roads, water supply, sewage disposal, refuse collection and disposal, and stormwater drainage
- Providing and maintaining recreational facilities and community amenities including, parks and gardens, reserves, libraries, community halls, museum, cemeteries, crematorium, swimming pools, public conveniences, airport and harbours
- Planning for the future needs of the district
- Managing the environment for present and future residents and visitors
- Undertaking a regulatory role to ensure that residents have a safe, desirable and healthy environment to live in

- Advocacy on behalf of our local communities with central government and other local authorities and agencies
- Promoting and facilitating development of the district that will benefit residents and providing a comprehensive information service

The local government operating environment continues to change as central government progresses reform initiatives. These changes may impact the Council's governance arrangements, policies, and processes over time, and are monitored to ensure ongoing legislative compliance and effective decision-making.



WHAT GUIDES US

He aha e ārahi nei i a mātau

Our work is guided by a number of key legislation that set out what we're responsible for and how we must do our work. The key legislation is outlined below; however, this list is not exhaustive.

- **The Local Government Act 2002** sets out why local government exists in Aotearoa New Zealand and what councils are responsible for. It provides the framework that guides what the Council does, how decisions are made, and how we are accountable to our communities. The Act states that the Council's role is to support democratic local decision making on behalf of the community, and to meet the current and future needs of people for good quality infrastructure, public services and regulatory functions in a way that is cost effective for households and businesses. At the time of writing, a number of central government reforms are underway that may significantly change the powers, responsibilities and overall role of local government.
- **The Resource Management Act 1991 (RMA)** is Aotearoa New Zealand's main legislation for managing the natural environment. It guides how councils prepare plans and policies, including the District Plan, which sets the rules for how land can be used, subdivided and developed in the district. At the time of writing, the RMA is undergoing significant reform. While it is still in force, it is expected to be replaced by new planning and natural environment legislation, which will change how councils manage land use and environmental matters in the future.
- **The Local Government Rating Act 2002** sets the rules for how councils set, assess and collect rates to fund their work. It requires councils to be transparent about how rates are set and to provide clear information so ratepayers can understand what they are being charged and why.
- **The Local Electoral Act 2001** sets out how local elections and polls are run. It provides a consistent framework for voting and election processes, while allowing councils some flexibility in areas such as electoral systems and voting methods, including the use of new technology.
- **The Local Government Official Information and Meetings Act 1987 (LGOIMA)** supports openness and transparency in local government. It is based on the principle that official information should be made available unless there is a good reason to withhold it, and it ensures the public can access council meetings and decision-making processes.

The following local Acts give Whakatāne District Council specific powers and responsibilities.

- Whakatāne County Act 1899
- Whakatāne Harbour Act 1921-22
- Whakatāne Borough Empowering Act 1924
- Whakatāne County Council Empowering and Loan Money Diversion Act 1927
- Whakatāne Harbour Board Vesting Act 1933
- Whakatāne District Council Empowering Act 1987
- Whakatāne District Council (Rates Assessment Validation) Act 1995
- Whakatāne District Council (Rates Assessment Validation) Act 1995

BYLAWS

Ngā ture ā-rohe

Certain Acts of Parliament, including the Local Government Act 2002 and the Bylaws Act 1910, allow the Council to make bylaws to manage and regulate activities across the district.

The table below summarises our bylaws as at January 2026, including what each bylaw is for and when it was introduced. Bylaws must be reviewed at least every ten years to make sure they remain relevant and fit for purpose.

Full copies of all current bylaws are available on our website.

Bylaw title	Description	Date established
Alcohol Control	Promote a safe environment for the use and enjoyment of the public by reducing the incidence of alcohol related offences, particularly those of a violent and/or destructive nature, by providing for alcohol control in specified public areas of the Whakatāne District.	7 June 2018
Beaches	Protect the beach environment from damage, and to control activities that may impact adversely on public use and safety.	7 June 2018
Cemeteries and Crematorium	Regulate the use of cemeteries and crematoria, and in particular to provide for the purchase of plots, internment, erection of structures and the maintenance of cemeteries and crematoria.	24 June 2020
Combined Waters	Manage, regulate and protect from misuse or damage the Council's water supply, wastewater, trade waste and stormwater systems. Protect the public from nuisance and ensure effective health and safety.	1 September 2017
Control of Animals (excluding Dogs) Bees and Poultry	Outline the requirements for the keeping of animals, poultry and bees; to ensure these do not become a nuisance to people in the community, and for the protection and maintenance of public health and safety.	8 March 2018
Dog Control	Regulate the control of dogs so they do not cause danger, distress or nuisance to the community.	7 June 2018
Ports and Wharves	Regulate and control the use of all port structures owned by the Council, generally within the Whakatāne Port Zone, Rangitāiki River mouth, and the Ōhiwa Harbour, and all Council owned assets contained within the Bay of Plenty Regional Council: Harbour Development Zone.	7 June 2018
Public Places	Protect the public from nuisances, to promote and maintain public health and safety and to minimise the potential for offensive behaviour in public places.	17 December 2015

Bylaw title	Description	Date established
Traffic and Speed Limit	Set the requirements for parking and control of vehicular and other traffic on all roads under the control or ownership of the Whakatāne District Council.	7 June 2018
Waste Management and Minimisation	Promotion and implementation of effective and efficient waste management and minimisation plan in Whakatāne; regulation of the collection, transport, and processing of waste; health and safety of waste collectors, waste operators and the public; management of litter and nuisance in public places.	8 March 2018
Parks and Reserves	Regulate the use of parks and reserves in the Whakatāne District to ensure that they can be used for their intended purpose without users being subject to hazard, annoyance or activities affecting health, safety or wellbeing; provide for the protection of all Council infrastructure associated with parks and reserves from damage or loss.	12 December 2018
Freedom Camping	To define local authority areas in the district where freedom camping is prohibited or restricted and, where restricted, the restrictions that apply.	17 October 2024

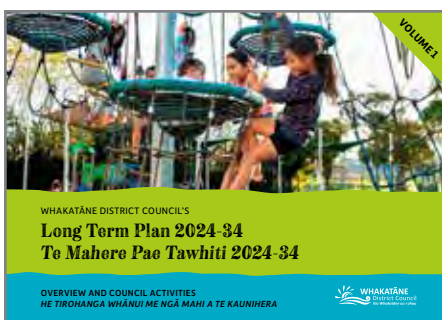


KEY STRATEGIES AND DOCUMENTS

Ngā rautaki me ngā tuhinga matua

Many of our key strategies and planning documents are closely linked to the Acts and Bylaws outlined earlier. These include the Long Term Plan, the Annual Plan and the District Plan.

These planning and policy documents are developed and reviewed with input from the community, in line with our consultation policy.



Long Term Plan

The Long Term Plan provides an overview of the Council's direction, priorities and work programme for 10 years. It sets out the projects and services the Council intends to deliver for our communities, the cost of undertaking that work, how it will be paid for, how finances will be managed and how performance will be monitored. The current Long Term Plan covers the period 2024-34. To ensure it stays up to date, the Long Term Plan is reviewed every three years.



Annual Plan

In each of the two intervening years between Long Term Plan reviews, an Annual Plan is produced along with the Annual Budget. This allows for any adjustments which need to be made to the Long Term Plan and provides an updated programme of work for the year ahead.



District Plan

The District Plan sets out the rules that the Council will apply to control the way land is used, subdivided and developed in the district. It identifies where activities can take place (e.g. zones), what land can be developed and what features (such as landscapes) should be protected. The Plan became operative in 2017 and is scheduled for review by 2027, subject to any legislative changes.

Other important documents

Ētahi atu tuhinga whakahirahira

A number of other strategies, plans and policies outline the Council’s position, direction and priorities in relation to specific matters. These include but are not limited to:

Documents	Documents
Active Whakatāne Strategy	Revenue and Financing Policy
Arts, Culture and Creativity Strategy	Significance and Engagement Policy
Asset Management Plans	Te Toi Waka Whakarei Strategy
Climate Change Strategy and Action Plans	Waste Management and Minimisation Plan
Infrastructure Strategy	Water Supply-Water Safety Plans
Financial Strategy	Whakatāne Airport Plans
Our Climate Pathway	Whakatāne District Youth Strategy
Open Spaces Strategy	Whakatāne Town Vision Plan
Ports Operational Plan	

Full details of these and other strategies, plans and policies, are available from our offices and on our website.

HOW THE COUNCIL OPERATES

Ngā whakahaerenga a te Kaunihera

How are councillors elected?

I pēhea ngā kaikaunihera i kōwhiri?

Every three years a local body election is held, with voting concluding on the second Saturday of October. We currently operate our elections under the 'first past the post' (FPP) electoral system. Electors vote by indicating their preferred candidate(s). The candidates (depending on the number required) who receive the most votes are declared the winner(s), regardless of the proportion of votes those candidates have obtained.

The alternative option permitted under the Local Electoral Act 2001 is the 'Single Transferable Vote' (STV) system. This system is used by some local authorities. Under the Local Electoral Act 2001, the Council can resolve to change the electoral system used. Once changed, an electoral system must be used for at least the next two elections.

The STV system involves voters ranking the candidates in their order of preference. Votes are then reallocated from the least successful candidates until all seats are filled. STV can be introduced as an alternative to FPP if the Council resolves to do so, or it could conduct a binding poll of electors who would choose their preference of either STV or FPP. For information on how the STV electoral system works, refer to the Department of Internal Affairs website (stv.govt.nz).



Electoral Representation Review

Te Arotake Whakaahuatanga pōti

A Representation Review is required to be undertaken by the Council at least once every six years. The review must decide:

- the total number of councillors
- the number of wards, their boundaries, names and number of councillors elected to each
- Community boards – how many, names, boundaries, subdivisions, number elected or appointed to each

The Council must follow a legal process set out in the Local Electoral Act 2001 when conducting representation reviews, that includes the opportunity for residents to make a written submission to the Council on an initial representation proposal and the right to be heard in support of their written submission.

The Council undertook a Representation Review in 2021 to determine the representation for the 2022 Triennial Elections.

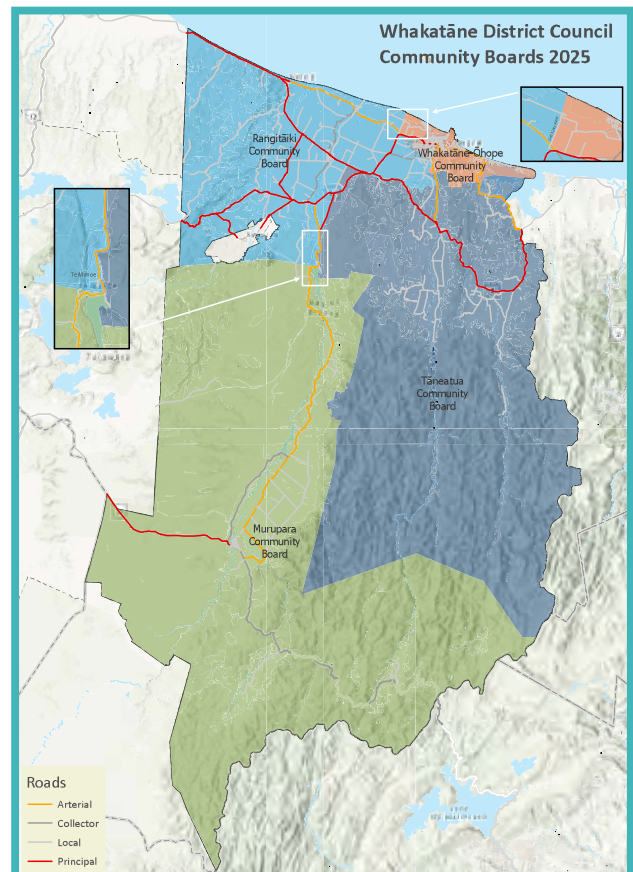
As part of its Representation Review considerations, in May 2021 the Council decided unanimously to establish Māori wards. This requires the Council to make changes to its representation structure and consider new design options. After weighing up some design options the Council undertook a public consultation process on an initial representation proposal for a total of ten councillors comprising three Māori ward and seven general ward Councillors (plus the Mayor) and maintaining its four community boards. The key changes from the previous representation structure were:

- Separate general wards (3) and Māori wards (3)
- General ward boundary adjustments
- Seven general ward councillors elected from three general wards
- Three Māori ward councillors elected from three Māori wards
- Six councillors for each community board

Legislative changes required councils that established Māori wards after 2020 to hold a binding poll alongside the 2025 local elections. In August 2024, Whakatāne District Council resolved to retain its Māori wards for the 2025 triennial elections and to comply with the statutory requirement to hold a binding poll on their future.

Whakatāne District voters, as part of the local body elections in 2025, supported the retention of Māori wards at that poll. As a result, Māori wards will continue to form part of the Council's representation arrangements beyond the 2025 elections, including for the 2028 and 2031 triennia, and will be reflected in future representation reviews.

The following ward and community board representation structures were implemented for the 2022 Triennial Election





ROLES AND RESPONSIBILITIES

Ngā tūranga me ngā takohanga

The Whakatāne District Council consists of the Mayor, elected by the district at large, and ten Councillors, elected from six wards, including three Māori wards. The Mayor and Councillors are elected to govern, make decisions and manage the interests of our district on behalf of all residents and ratepayers.

Mayor *Te Koromatua*

Mayor Nándor Táncoz was elected in October 2025 for the 2025-2028 triennium. The Mayor shares the same responsibilities as other members of the Council with additional duties as outlined in Section 41A of the Local Government Act 2002. These state that the role of a Mayor is to:

- Provide leadership to other members of the Council and to the people in the Whakatāne District
- Lead the development of the Council's plans (including the Long Term Plan and the Annual Plan), policies, and budgets for consideration by the members of the Council

The Mayor also has the authority to:

- Appoint the Deputy Mayor
- Establish committees of the Council and their terms of reference

- Appoint the chairperson of each committee, and do so prior to the other members of the committee being determined

The Mayor is a member of each committee. The Mayor may also decline to exercise the powers outlined above. The Mayor acts as the ceremonial head of the Council and is responsible for:

- Chairing Council meetings and ensuring the conduct of meetings is in accordance with Standing Orders
- Keeping the Council informed of matters brought to his/her attention and formally presenting to Council those matters which need to be considered
- Advocacy on behalf of the community. This role involves promoting the community and representing its interests; such advocacy will be most effective where it is carried out with the knowledge and support of the Council
- Providing leadership and feedback to other councillors on teamwork, information sharing and chairpersonship

Deputy Mayor *Te Kahika Tuarua*

The Deputy Mayor may either be appointed by the Mayor or, if the Mayor declines to use the powers to appoint, the Members of Council shall then elect the Deputy Mayor. This must occur at the first meeting of the Council.

At its inaugural meeting for the 2025-2028 triennium, Mayor Nándor Tánczos appointed Councillor Julie Jukes as Deputy Mayor.

The Deputy Mayor exercises the same role as any other member. If the Mayor is on a leave of absence or incapacitated, the Deputy Mayor must perform all of the responsibilities and duties of the Mayor and may exercise the powers of the Mayor. The Deputy Mayor may be removed from office by resolution of the Council.



Councillors *Ngā Kaikaunihera*

Councillors, acting as the Council, are responsible for:

- The development and adoption of Council policy
- Monitoring the performance of the Council against its stated objectives and policies
- Prudent stewardship of Council resources
- Employment and appraisal of the Chief Executive's performance and monitoring the implementation of policy by him/her
- Representing the interests of the residents and ratepayers of the entire Whakatāne District
- Ensuring overall compliance by the Council with its obligations and responsibilities under the Local Government Act 2002 and all other legislation which prescribe statutory duties for territorial authorities
- Promoting good relationships with neighbouring local authorities

Refer to the Council's website for contact details of the Mayor and Councillors.

Committee Chairpersons *Ngā Tiamana Komiti*

A Committee Chairperson exercises the same role as any other member but has additional responsibilities and abilities. These include to:

- Preside over all meetings of the relevant Committee
- Ensure that the Committee acts within the powers delegated to it by the Council (as set out in the Council's Delegations Register)
- Ensure that agreed Standing Orders of meetings are adhered to
- Ensure that technology is available and suitable if required
- Decide all procedural questions if these are not provided for in Standing Orders
- Determine speaking order and points of order at meetings
- Give permission for any person wishing to speak at the Public Forum
- Make recommendations regarding any item on the agenda
- Convene additional meetings if required

Community Boards *Ngā Poari Hapori*

Supporting the Council, there are four Community Boards covering the whole district, having been established within the provisions of the Local Government Act 2002.

The four community boards – Whakatāne-Ōhope, Murupara, Rangitāiki and Tāneatua are represented by six councillors, one councillor representative, and one alternate councillor representative.

Community Boards provide a link between the Council and the Community and are required to:

- Represent and act as advocates for the interests of their community
- Consider and report on all matters referred to it by the Council or any matter of interest or concern to the Community Board
- Consider making an annual submission to the Council on expenditure in its community
- Maintain an overview of services provided by the Council within the community
- Act as a channel of communication between the community and Council
- Undertake any other responsibilities delegated by the Council

CODE OF CONDUCT Tikanga whanonga

The Councillor and Community Boards Code of Conduct sets out the standards of behaviour expected of the councillors of Whakatāne District Council. It applies to councillors and community board members and guides how they work with each other, the Chief Executive, council staff, contractors, the media and the wider public.

The objectives of the Code are to enhance:

- The effectiveness of the Council as an autonomous local authority with statutory responsibility for good local government in the Whakatāne District
- The credibility and accountability of the Council within its community
- Mutual trust, respect and tolerance among elected members as a group, and the people that councillors and staff may deal with in the course of their duties

The Code is also used as:

- An orientation tool for new councillors
- A guide to prospective candidates
- A support resource for existing councillors
- An aid for the public to evaluate appropriate behaviour in any interaction with the Council

The Council's Code of Conduct is available on our website.



GOVERNANCE STRUCTURE

Te whakatakotoranga kāwanatanga

The governance structure, membership and delegations are determined by the Mayor and/or the Council at the beginning of each new triennium.



COUNCIL AND COMMITTEES

Te Kaunihera me ngā Komiti

The Council has established committees and advisory groups to advise the Council on specific issues and areas of work. These committees and boards make recommendations for consideration and approval by the full Council but are also delegated the power to make decisions. See the description of each Committee below and refer to the Governance Structure diagram above. Full details of delegations of each Committee can be found in the Delegations Register on the our website.

Governing Body – the Council

Te Mana Whakahaere – Te Kaunihera

Overview

Title	Whakatāne District Council
Chair	Mayor Nándor Tánczos
Deputy Chair	Deputy Mayor Julie Jukes
Membership	Full Council (Mayor and 10 Councillors)
Quorum	6
Meeting frequency	<ul style="list-style-type: none">• 8 weekly• Extraordinary meetings as required
Purpose	<ul style="list-style-type: none">• To broadly monitor wellbeing of the Whakatāne District and set the vision and strategic direction for the Council• To consider matters of strategic significance• To monitor and participate in relationships of strategic significance• To otherwise undertake functions, and consider matters, required of the governing body, and that have not been delegated

Standing Committees

Ngā Komiti e tū nei

General Delegations to all Standing Committees

All Committees have the delegated power to:

1. Approve the transfer of expenditure to other estimates within the same activity
2. Receive correspondence and reports
3. Make decisions that have the effect of furthering investigations or obtaining information that will assist or enable the Committee to decide on a substantive course of action at a later date
4. Appoint a sub-committee

Strategy and Policy Standing Committee

Overview

Title	Strategy and Policy Committee
Chair	Councillor Toni Boynton
Deputy Chair	Councillor Lesley Immink
Membership	Committee of the whole (Mayor and 10 Councillors)
Quorum	6
Meeting frequency	<ul style="list-style-type: none">• 8 weekly• Extraordinary meetings as required
Purpose	<ul style="list-style-type: none">• To oversee development of strategies and plans that reflect and implement the Council's vision• To monitor and advise on the strategy, policies, bylaws and direction of the district

Projects and Services Committee

Overview

Title	Projects and Services Committee
Chair	Councillor Andrew Iles
Deputy Chair	Councillor Wilson James
Membership	Committee of the whole (Mayor and 10 Councillors)
Quorum	6
Meeting frequency	<ul style="list-style-type: none"> • 8 weekly • Extraordinary meetings as required
Purpose	<ul style="list-style-type: none"> • To oversee the implementation of the Council’s Infrastructure Strategy, capital works programme and operational service delivery • To oversee the implementation of the Council’s community wellbeing strategies, policies and services, and facilities and programmes that enhance and support community health and wellbeing

Finance, Performance, and Risk Standing Committee

Overview

Title	Finance, Performance and Risk Committee
Chair	Councillor Lesley Immink
Deputy Chair	Deputy Mayor Julie Jukes
Membership	<p>Committee of the whole (Mayor and 10 Councillors)</p> <p>External appointees (maximum of two):</p> <ul style="list-style-type: none"> • Petra Lucioli
Quorum	6
Meeting frequency	<ul style="list-style-type: none"> • Quarterly • Extraordinary meetings as required
Purpose	<ul style="list-style-type: none"> • To oversee the effectiveness of the Council’s financial performance, risk management, health and safety, internal control environment, legal responsibilities, statutory compliance, and external auditing process • The Committee has the authority to appoint up to two independent persons who are not elected members, who can assist the Committee to meet its obligations and responsibilities

Hearings Panel

Overview

Meeting frequency	A Hearings Panel will be formed in relation to specific matters defined below as and when required
Purpose	<ul style="list-style-type: none">• To hear and decide resource consent applications when a hearing is required• To consider and resolve changes to the Whakatāne District Plan and all other issues associated with or arising from the implementation of the District Plan, except that only Council can approve a proposed plan change or a change to the District Plan under clause 17 of the first schedule of the Resource Management Act 1991• To consider and resolve all issues arising from or related to the Council’s regulatory functions, except for the sale and supply of alcohol which is dealt with by the District Licensing Committee.



Special Committees

Ngā Komiti motuhake

Established by the Council to focus on specific areas of work and make decisions within delegated authority.

Community Grants and Funding Committee

Overview

Title	Community Grants and Funding Committee
Chair	Councillor Gavin Dennis
Deputy Chair	Councillor Tu O'Brien
Membership	Councillors (minimum three): <ul style="list-style-type: none"> • Councillor Gavin Dennis • Councillor Tu O'Brien • Councillor Wilson James
Quorum	No fewer than two members of the Committee which must include at least one member of the local authority
Meeting frequency	<ul style="list-style-type: none"> • Quarterly or as required
Purpose	<ul style="list-style-type: none"> • To administer and allocate funds that the Council manages as part of its Grants and Funding Portfolio in accordance with the Community Grants and Funding Policy 2023, and to incorporate additional funding streams as they arise. This includes external funds that Council manages, such as the Creative Communities Scheme and Sport NZ Rural Travel Fund • To consider applications for grants and funds that are part of the Council's Grants and Funding Portfolio and to make allocations within approved budgets in accordance with the Community Grants and Funding Policy 2023 • To proactively identify and explore additional funding opportunities that align with Council priorities, including external grants, philanthropic sources, and partnership-based funding

Chief Executive Performance and Support Committee

Title	Chief Executive Performance and Support Committee
Chair	Mayor Nándor Tánczos
Deputy Chair	Deputy Mayor Julie Jukes
Membership	Membership of the Committee is the Mayor, Deputy Mayor, and only the chairs of the Standing Committees, and Community Grants and Funding Committee
Quorum	4
Meeting frequency	Quarterly
Purpose	<p>The purpose of this sub-committee is:</p> <ul style="list-style-type: none"> • To provide guidance and support to the Chief Executive to deliver on their role • To consider and prepare correspondence and address other matters relating to performance and remuneration associated with the Chief Executive • To be responsible for addressing performance issues as they arise as well as making recommendations to the Council for wider consideration • The committee is further established to exercise the powers delegated under clauses 33, 34, and 35 of Schedule 7 of the Local Government Act 2002. Its purpose is to oversee the appointment, terms of employment, and performance review of the Chief Executive. This includes ensuring compliance with statutory requirements for appointment terms, entering into a performance agreement, and conducting a comprehensive review of performance and future capability prior to the expiry of the first term of employment

Joint committees

Ngā komiti hononga

Formal committees with other councils or organisations to make decisions on shared responsibilities.

Bay of Plenty Civil Defence Emergency Management Group

Title	Bay of Plenty Civil Defence Emergency Management Group
Administering Entity	Bay of Plenty Regional Council
Membership	<p>The Membership of this Joint Committee is one representative from each of the following:</p> <ul style="list-style-type: none"> • Bay of Plenty Regional Council • Kawerau District Council • Ōpōtiki District Council • Rotorua District Council • Tauranga City Council • Western Bay of Plenty District Council • Whakatāne District Council <p>The Whakatāne District Council representative is:</p> <ul style="list-style-type: none"> • Mayor Nándor Tánczos • Deputy Mayor Julie Jukes (alternate)
Meeting frequency	Quarterly
Purpose	<p>The purposes of this Committee are to oversee the identification, assessment and management of relevant hazards and risks in accordance with the 4R's (reduction, readiness, response, and recovery)</p> <p>The Emergency Management Group Constitution is available from the Bay of Plenty Regional Council</p>

Regional Transport Committee

Title	Regional Land Transport Committee
Administering Entity	Bay of Plenty Regional Council
Membership	<p>The membership of this Committee is as follows:</p> <ul style="list-style-type: none"> • Bay of Plenty Regional Council • Kawerau District Council • Ōpōtiki District Council • Rotorua District Council • Tauranga City Council • Western Bay of Plenty District Council • Whakatāne District Council • New Zealand Transport Agency <p>The Whakatāne District Council representative is:</p> <ul style="list-style-type: none"> • Mayor Nándor Tánczos • Deputy Mayor Julie Jukes (alternate)
Meeting frequency	Quarterly
Purpose	<p>The primary purpose of this Committee is to oversee preparation of the regional Land Transport plan or any significant variation to it</p> <p>The Regional Land Transport Committee Terms of Reference are available from the Bay of Plenty Regional Council</p>

Eastern Bay of Plenty Joint Committee

Title	Eastern Bay of Plenty Joint Committee
Administering Entity	Determined annually in keeping with the selection of the chair
Chair	Determined annually – shared between member entities
Membership	<p>This is a joint committee of the Bay of Plenty Regional Council, Kawerau District Council, Ōpōtiki District Council and the Whakatāne District Council. Membership comprises of two elected members appointed by, and representing, each participating Council, with the provision for the appointment of an alternate</p> <p>The Whakatāne District Council representatives are:</p> <ul style="list-style-type: none"> • Mayor Nándor Tánczos • Deputy Mayor Julie Jukes (alternate)
Meeting frequency	By agreement of members
Purpose	<p>To form, explore and make recommendations for strategic collaborative initiatives between the partner councils</p> <p>The Eastern Bay of Plenty Joint Committee Terms of Reference are available from the Whakatāne District Council</p>

Public Transport Committee

Title	Public Transport Committee
Administering Entity	Bay of Plenty Regional Council
Membership	<p>The membership of this Committee is as follows:</p> <ul style="list-style-type: none"> • Bay of Plenty Regional Council • Tauranga City Council • Rotorua Lakes Council • Western Bay of Plenty District Council • Whakatāne District Council • New Zealand Transport Agency/Waka Kotahi (non-voting representative) <p>The Whakatāne District Council representative is:</p> <ul style="list-style-type: none"> • Councillor Andrew Iles • Councillor Dennis (alternate)
Quorum	Six members, consisting of more than half the number of voting members of which four must be Bay of Plenty Regional Council members
Meeting frequency	Quarterly
Purpose	Set the strategic and operational direction for approved Regional Council Public Transport Policy and Strategy, and monitor how it is implemented

Eastern Bay District Licensing Committee

Title	Eastern Bay District Licensing Committee
Administering Entity	Whakatāne District Council
Membership	<p>The shared Eastern Bay of Plenty District Licensing Committee membership is set out as follows:</p> <p>Commissioner: Russell Orr Commissioner: Alan Sciascia (alternate)</p> <p>List members:</p> <ul style="list-style-type: none"> • Alan Sciascia • Aaron Rangihika • Shone Browne • John Hillman • Malcolm Harison • Glenn Smith
Meeting frequency	Subject to application or at the Commissioner’s discretion
Purpose	<p>The Eastern Bay District Licensing Committee is a Shared Committee of the Kawerau, Ōpōtiki and Whakatāne District Councils set up under the Sale and Supply of Alcohol Act 2012 to make decisions on all licences and managers certificates</p> <p>The Eastern Bay District Licensing Committee Terms of Reference are available on the Council’s website.</p>

Eastern Bay of Plenty Road Safety Operations Group

Title	Eastern Bay of Road Safety Operations Group
Administering Entity	Whakatāne District Council
Membership	<p>The Eastern Bay of Plenty Operational Road Safety Group ('the Group') is a collaborative and inter-organisational forum that monitors and responds to the coordinated delivery of road safety in the area. The Group shall comprise of at least the following member organisations:</p> <ul style="list-style-type: none"> • ACC • NZ Police • NZ Transport Agency (Waka Kotahi) Whakatāne District Council (staff) • Ōpōtiki District Council (staff) • Kawerau District Council (staff) • Bay of Plenty Regional Council (staff) <p>Elected-member representation:</p> <ul style="list-style-type: none"> • One elected member from each of Bay of Plenty Regional Council, Kawerau District Council, Ōpōtiki District Council, Whakatāne District Council • Eastern Bay of Plenty Road Safety Co-ordinator <p>The Whakatāne District Council representative is:</p> <ul style="list-style-type: none"> • Councillor Gavin Dennis
Quorum	<ul style="list-style-type: none"> • Four member organisations – in person or online • Two of these must be Council organisations
Meeting frequency	Quarterly or as required
Purpose	<ul style="list-style-type: none"> • To provide oversight, strategic leadership and pragmatic solutions to ensure that Eastern Bay of Plenty roads are increasingly free of death and serious injury • Focus on safer drivers, safer roads, safer speeds and safer vehicles

Joint forums

Ngā wānanga hononga

Forums that support collaboration and information-sharing with partner organisations on specific kaupapa.

Bay of Plenty Mayoral Forum

Title	Bay of Plenty Mayoral Forum
Administering Entity	The Administering Authority for the Bay of Plenty Mayoral Forum is the Bay of Plenty Regional Council
Chair	Tania Tapsell
Deputy Chair	Nándor Tánczos
Membership	<p>Bay of Plenty Regional Council</p> <ul style="list-style-type: none">Chair Matemoana McDonald <p>Kawerau District Council</p> <ul style="list-style-type: none">Mayor Faylene Tunui <p>Ōpōtiki District Council</p> <ul style="list-style-type: none">Mayor David Moore <p>Rotorua Lakes Council</p> <ul style="list-style-type: none">Mayor Tania Tapsell <p>Taupō District Council</p> <ul style="list-style-type: none">Mayor John Funnell <p>Tauranga City Council</p> <ul style="list-style-type: none">Mayor Mahé Drysdale <p>Western Bay of Plenty District Council</p> <ul style="list-style-type: none">Mayor James Denyer <p>Whakatāne District Council</p> <ul style="list-style-type: none">Mayor Nándor TánczosDeputy Mayor Julie Jukes (alternate)
Quorum	The Chair and four voting members. It is strongly encouraged that all members attend in-person
Meeting frequency	Quarterly or as required by the need for decision
Purpose	<p>For member councils to work together on agreed strategic matters to shape a stronger, more connected Bay of Plenty region, for the benefit of our communities</p> <p>Terms of Reference for Bay of Plenty Mayoral Forum</p>

Iwi Chairs Forum

Forums that support collaboration and information-sharing with partner organisations on specific kaupapa.

Title	Whakatāne District Iwi Chairs Forum
Administering Entity	Hosting of meetings is shared between member entities Whakatāne District Council provides governance meeting advisory support to the Forum
Membership	The Chairpersons of the Rūnanga and post settlement governance entities in the Whakatāne District The Whakatāne District Council representatives are: <ul style="list-style-type: none"> • Mayor Nándor Tánczos • Deputy Mayor Julie Jukes (alternate) The Chief Executive of the Whakatāne District Council, the Rūnanga and post settlement governance entities in the Whakatāne District are also invited to attend
Meeting frequency	Quarterly or as required
Purpose	To raise awareness and consider matters of mutual interest to the Council and Iwi

Ōhiwa Harbour Implementation Forum

Title	Ōhiwa Harbour Implementation Forum
Administering Entity	Bay of Plenty Regional Council
Chair	Elected by the Committee at its first meeting each Triennium
Deputy Chair	n/a
Membership	The Ōhiwa Harbour Implementation Forum is made up of politicians or elected representatives from each of the partner organisations. The Ōhiwa Harbour Implementation Forum specifically invite attendance by organisations/groups which they believe will be interested such as the Department of Conservation, Ministry of Fisheries, Nukuhou Salt Marsh Care Group. The partnership includes: <ul style="list-style-type: none"> • Ōpōtiki District Council • Whakatāne District Council • Bay of Plenty Regional Council • Four appointees (Tangata Whenua) representing Te Whakatōhea, Te Ūpokorehe, Ngāti Awa and Ngāi Tūhoe The Whakatāne District Council representatives are: <ul style="list-style-type: none"> • Councillor Andrew Iles • Councillor Malcolm Whitaker (alternate)
Quorum	4
Meeting frequency	Every six months or as required
Purpose	To oversee implementation of the Ōhiwa Harbour Strategy by the Ōhiwa Harbour Strategy Coordination Group - an operational group made up of staff representatives from the Ōhiwa Harbour Strategy partner organisations The Ōhiwa Harbour Implementation Forum Terms of Reference are available from the Bay of Plenty Regional Council who administers this group

Rangitāiki River Forum

Title	Rangitāiki River Forum
Administering Entity	Bay of Plenty Regional Council
Chair	In accordance with Rangitāiki River Forum Model Standing Orders
Deputy Chair	In accordance with Rangitāiki River Forum Model Standing Orders
Membership	<p>The Forum is a joint committee of the Bay of Plenty Regional Council, Whakatāne District Council and Taupō District Council. Membership includes representatives from:</p> <ul style="list-style-type: none"> • Te Rūnanga o Ngāti Whare • Te Rūnanga o Ngāti Manawa • Te Rūnanga o Ngāti Awa • Ngāti Tūwharetoa (Bay of Plenty) Settlement Trust • Ngāti Hineuru • Tūhoe Te Uru Taumatua • Bay of Plenty Regional Council • Whakatāne District Council • Taupō District Council <p>The Whakatāne District Council representatives are:</p> <ul style="list-style-type: none"> • Councillor Tu O’Brien • Councillor Wilson James (alternate)
Quorum	Six members - including three members appointed by the iwi appointers; and three members appointed by the local authority appointers; and must include a member appointed by Ngāti Whare and a member appointed by Ngāti Manawa
Meeting frequency	In accordance with Rangitāiki River Forum Model Standing Orders
Purpose	<p>The Rangitāiki River Forum (the Forum) is a statutory joint committee set up under the Ngāti Whare Claims Settlement Act 2012 and the Ngāti Manawa Claims Settlement Act 2012. The Forum has been established to protect and enhance the environmental, cultural, and spiritual health and wellbeing of the Rangitāiki River and its catchments, for the benefit of present and future generations</p> <p>The Rangitāiki River Forum Terms of reference are available from the Bay of Plenty Regional Council who administers this group</p> <p>The Tarawera Awa Restoration Group terms of reference is being developed</p>

Whakatāne District Community Boards

Ngā Poari Hapori o te rohe o Whakatāne

Represent local communities, advocate on local issues, and exercise delegated decision-making functions.

Title	<p>Whakatāne District Council has four Community Boards covering the entire district. In addition to the elected members of each Community Board the following councillors are appointed pursuant to section 50 (b) of the Local Government Act 2002:</p> <p>Murupara Community Board</p> <ul style="list-style-type: none"> • Councillor Jesse Morgan-Ranui • Councillor Andrew Iles (alternate) <p>Rangitāiki Community Board</p> <ul style="list-style-type: none"> • Councillor Gavin Dennis • Councillor Wilson James (alternate) <p>Tāneatua Community Board</p> <ul style="list-style-type: none"> • Councillor Andrew Iles • Councillor Jesse Morgan-Ranui (alternate) <p>Whakatāne-Ōhope Community Board</p> <ul style="list-style-type: none"> • Councillor Carolyn Hamill • Councillor Malcom Whitaker (alternate)
Chair	Selected by each Community Board at their inaugural meeting of the triennium
Deputy Chair	As above
Membership	<p>Membership includes:</p> <ul style="list-style-type: none"> • Those elected to each Community Board, plus • One Council elected member appointed to each Community Board and an alternate (as outlined above)
Meeting frequency	<ul style="list-style-type: none"> • 8 weekly • Extraordinary meetings as required
Purpose	<ul style="list-style-type: none"> • To receive applications for funding and issue funding grants from the respective Community Board funds • To support Council engagement and consultation processes where required, and act as an advocate for the interests of the Council • To engage with their constituent communities and provide information to the Council on matters of importance to those communities as they arise

Whakatāne District Youth Council

Te Kaunihera Taiohi o te rohe o Whakatāne

Provides advice to Council from a youth perspective and supports young people’s participation in local democracy.

Title	Whakatāne District Youth Council
Chair	Determined annually at the inaugural meeting of the group
Deputy Chair	As above
Membership	<p>Membership is by application with appointments made for a one-year (calendar year) term. Membership includes:</p> <ul style="list-style-type: none"> • Between 12–20 young people aged between 14–24 representing various geographic areas, ethnicities, age, gender, and experience • One elected member representative <p>The Whakatāne District Council representative is:</p> <ul style="list-style-type: none"> • Councillor Toni Boynton
Quorum	Greater than 50% of membership
Meeting frequency	<ul style="list-style-type: none"> • Two-weekly • Additional meetings as required
Purpose	The Whakatāne District Youth Council provides a youth perspective to what the Council does, advocates more broadly on behalf of youth priorities and provides opportunities to learn about local government. It also allows members to gain valuable skills, leadership opportunities and to deliver the Whakatāne Youth Strategy. The Whakatāne District Youth Council is supported by Council’s Community Development Advisor.

Council appointments and endorsements to outside associations

Ngā hononga o ngā Kaikaunihera ki ohu kē atu

The Mayor and Councillors are likely to have numerous memberships, connections and affiliations to associations external to the Whakatāne District Council. Those that have been formally appointed by, or endorsed by, the Council are listed below:

Organisation	Appointee
Keep New Zealand Beautiful National Board	Councillor Andrew Iles
Arts Whakatāne	Councillor Toni Boynton
Rangitāiki-Tarawera Rivers Scheme Advisory Group	Councillor Tu O'Brien Councillor Wilson James
Whakatāne-Tauranga Rivers Scheme Advisory Group	Councillor Andrew Iles
Tarawera Awa Restoration Strategy Group (TARSG)	Mayor Nandor Tánczos Councillor Lesley Immink (alternate)
Rex Morpeth Redevelopment Steering Group	Councillor Wilson James (Chair) Councillor Carolyn Hamill
Global Cities	Councillor Andrew Iles Deputy Mayor Julie Jukes
ERP Project	Deputy Mayor Julie Jukes
Rotorua Lakes and Eastern Bay of Plenty (REBoP) Waters Council Controlled Organisation (CCO) Working Group	Mayor Nándor Tánczos Councillor Tu O'Brien Councillor Wilson James
Matatā Wastewater Project Group	Councillor Gavin Dennis Councillor Wilson James

DELEGATIONS HELD BY COUNCIL

Ngā whakataunga o te Kaunihera

Most Council committees can make decisions without having to take them to the full Council.

However, there are some decisions that need to be made at full Council meetings. These are:

- Making a bylaw
- Setting rates
- Borrowing money, or purchasing or disposing of assets, other than in accordance with the Long Term Plan
- Adopting a Long Term Plan, Annual Plan or Annual Report
- Adopting a plan or plan change under the Resource Management Act 1991
- Appointing a Chief Executive
- Adopting policies required to be adopted and consulted on under the Local Government Act 2002 in association with the Long Term Plan, or developed for the purpose of the Local Governance Statement
- Adopting a remuneration and employment policy
- Approving or amending the Council's Standing Orders
- Approving or amending the Council's Code of Conduct for Councillors
- Discharging the Deputy Mayor appointed by the Mayor
- Establishing and determining the structure, areas of responsibility and delegated authorities of committees and appointing and discharging members of committees
- Establishing a joint committee with another local authority or other public body
- Making any resolution where in a bylaw the Council has reserved any matter to be regulated, controlled, or prohibited by the Council, by resolution either generally, or for any specified case
- Making the final decision on a recommendation from the Ombudsman, where it is proposed that Council not accept the recommendation (sections 32 & 42 Local Government Official Information and Meetings Act 1987)
- Any other matters which, from time to time may not legally be delegated to a committee by the Council

Refer to the Council's Delegation Register on our website which sets out the delegations to the Council, Committees and Advisory Groups in detail.

COUNCIL MEETINGS

Ngā hui Kaunihera

The Council meets every eight weeks and has a number of committees and joint committees to help it make decisions. The Mayor or Chairperson is responsible for maintaining order at meetings and may, at his or her discretion, order the removal of any member of the public for disorderly conduct, or remove any member of the Council who does not comply with Standing Orders (see Standing Orders below).

The legal requirements for Council meetings are set down in the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987. Minutes of meetings must be kept as evidence of the proceedings of the meeting. These must be made publicly available, subject to the provisions of the Local Government Official Information and Meetings Act 1987.

For a meeting (other than an extraordinary meeting) of the Council, at least 14 days' notice of the time and place of the meeting must be given. Extraordinary meetings can generally be called on three working days' notice, although there is provision for meetings to be called with less notice. However, at least 24 hours' notice has to be given to Members.

Can I attend and speak at meetings?

Ka āhei au ki te haere, ki te kōrero anō hoki i ēnei hui?

All Council and committee meetings must be open to the public unless there is reason to consider agenda items with the public excluded. Members of the public do not have speaking rights unless prior arrangements have been made with the Council.

We strongly encourage people attend our meetings, either in person, or by watching the live stream via YouTube. Time is set aside near the beginning of each meeting (of Council and its Standing Committees) for a public forum. If, as a member of the public you wish to speak at a meeting, you must first get permission from the Mayor or Chairperson of the relevant committee or community board. This can be done by sending an email request to governance@whakatane.govt.nz stating the topic you wish to speak on and who will be presenting.

Agendas and minutes

Ngā rārangi take me ngā meneti hui

The Council agenda is a public document that sets out what will be discussed at a meeting and includes information about these topics. Agendas are made publicly available at least two working days before the meeting. Minutes of meetings must be kept and made publicly available, subject to the Local Government Official Information and Meetings Act 1987. Copies of our agendas and minutes are available on our website.

Standing Orders

Ngā tikanga hui

Standing Orders are a set of rules that provide formal guidelines about the way that a Council conducts its meetings. They also record the Council's agreed principles of behaviour within meetings.

Using Standing Orders helps to promote teamwork by:

- Allowing structured discussion of topics
- Ensuring respect for the opinions of others
- Ensuring tact and appropriate language are used to resolve conflict
- Promoting the use of persuasion and influencing skills to gain consensus

All councils are required by the Local Government Act 2002 to adopt a set of Standing Orders that control the way the Council's meetings are conducted. The Mayor and Councillors must abide by the Standing Orders adopted by the Council.

Our Standing Orders are available on our website.





LISTENING TO AND WORKING WITH OUR COMMUNITIES

Te uiuinga me te whakapānga atu ki ngā hapori

The Council offers various opportunities for our communities to have their say in decision-making processes, including via our:

- Long Term Plan (every three years)
- Annual Plan (where there are substantial changes from the Long Term Plan)
- Representation Review
- District Plan Review

Our Significance and Engagement Policy explains when and how the Council will involve the community in its decision making. It helps us decide whether consultation is needed, how it should happen, and how much engagement is appropriate, based on how important the issue is and how much community input is needed to make a good decision.

The policy aims to ensure people have a meaningful opportunity to share their views, that those views are considered when decisions are made, and that the community is informed about decisions and what they mean. It also helps people understand what they can reasonably expect to influence through consultation.

By following this policy, the Council takes a consistent and transparent approach to engagement. Our communities will be involved when key plans and policies that require public input are being developed or reviewed.

LISTENING TO AND WORKING ALONGSIDE WITH IWI/MĀORI

Te uiuinga me te whakapānga atu ki ngā iwi, otirā ki a Ngāi Māori

The Local Government Act 2002 and the Resource Management Act 1991 require Council to have processes and policies in place for working with Māori. These laws also require Council to ensure Māori are involved in decision making that affects the wider Whakatāne District.

Iwi in the district include:

- Ngāti Awa
- Ngāti Māhino
- Ngāti Manawa
- Ngāti Rangitahi
- Ngāi Tūhoe
- Tūwharetoa ki Kawerau
- Te Whakatōhea

Whakatāne District has a higher Māori population than many other parts of the country. Because of this, we have placed ongoing focus on building our cultural awareness and improving te reo Māori capability. This helps support more meaningful engagement with Māori and encourages stronger Māori involvement in decision making at all levels.

The Iwi Chairs Forum was established in May 2014 to provide a way for iwi and the Council to work together on shared priorities. The Forum includes iwi chairs from across the district, with the Mayor representing Council. Chief Executives of iwi mandated organisations also attend in an advisory role.

The Forum provides a space to share information and knowledge, discuss strategic issues of mutual interest, and work together to advocate to central government and Mataatua iwi for the benefit of Whakatāne District communities. The Council values its involvement in the Forum, which has strengthened relationships and helped identify opportunities where working together can lead to better outcomes.

We also work directly with tangata whenua on matters of specific relevance to individual iwi or hapū. This includes engagement on planning and resource management matters such as the District Plan and individual resource consent applications.

A Mana Whakahono ā Rohe agreement has been signed with Te Rūnanga o Ngāti Manawa. This agreement supports meaningful iwi involvement in environmental decision making within their rohe. Mana Whakahono ā Rohe agreements, introduced through changes to the Resource Management Act in 2017, allow councils and tangata whenua to formally agree how they will work together on resource management matters. Other iwi and hapū have expressed interest in similar arrangements, and further agreements may be developed in the future.

The Council also participates in co governance and partnership arrangements, including the Rangitāiki River Forum, established through the Ngāti Manawa and Ngāti Whare Claims Settlement Act 2012, and the Tarawera Awa Restoration Strategy Group (TARSG), a co governance partnership established under the Ngāti Rangitahi Claims Settlement Act 2022.

MANAGEMENT STRUCTURE AND RELATIONSHIPS

Te Whakatakotoranga Whakahaere me ngā hononga

Chief Executive and staff *Te Toihautū me ngā kaimahi*

The Mayor and Councillors appoint a Chief Executive (CE) in accordance with Section 42 and Clauses 33-34, Schedule 7 of the Local Governance Act 2002. The CE leads the Council's administration and operations to fulfil the direction set by the Council and within the budgetary constraints established by governance. The CE, in addition to implementing the decisions of the Council, also provides advice to the Council and community boards, manages the Council's activities, and provides leadership for staff.

The CE is responsible for the staff employed by the Whakatāne District Council (approximately 383 individuals in February 2026). The Council delivers a wide range of services to the community through six departments, each led by a General Manager.

These departments are:

- Planning, Regulatory & Infrastructure
- Strategy & Growth
- Community Experience
- People & Partnerships
- Finance
- Strategic Māori Partnerships & Commercial Services

The Chief Executive and the six General Managers make up our Executive Team and these provide the link between the Mayor and Councillors and staff. The Chief Executive is the only person who may lawfully give instruction to a staff member, therefore any complaint about individual staff members should be directed to the Chief Executive rather than to the Mayor or a Councillor.

Refer to our website for photos and details of the Chief Executive and General Managers.



Equal employment opportunities *Whakaōrite whiwhinga mahi*

The Council is committed to the principles of Equal Employment Opportunities and has continued to maintain the related policies and programmes over the past term. These seek to eliminate discrimination and ensure its continued absence in the workplace, as well as promote equal opportunity in all aspects of employment, including recruitment, selection and appointment, education, training and development, career path planning and promotions. Full details are set out in the Council's Personnel Policy. Related policies include the Council's Code of Conduct and Diversity, Equity and Inclusion Policy.

CONTACT US

Whakapā mai

Whakatāne District Council

14 Commerce Street
Whakatāne

P 07 306 0500

Hours

Monday, Tuesday, Thursday, Friday: 8am–5pm
Wednesday 9am–5pm

POSTAL ADDRESS

Whakatāne District Council

Private Bag 1002
Whakatāne 3158
New Zealand

Murupara Service Centre

Civic Square, Pine Drive,
Murupara, New Zealand

P 07 366 5896 **After Hours** 07 306 0500

Toll free 0800 306 0500

(Murupara, Te Urewera and Galatea residents only)

Hours

Monday–Friday: 10am–5pm



info@whakatane.govt.nz



whakatane.govt.nz

 [whakatanedistrictcouncil](https://www.facebook.com/whakatanedistrictcouncil)  [whakatanedistrictcouncil](https://www.instagram.com/whakatanedistrictcouncil)  [whakatane-district-council](https://www.linkedin.com/company/whakatane-district-council)

Requesting Council services

Requests for service can be lodged in several different ways including:



Over the Counter at Whakatāne Civic Centre, Commerce Street, Whakatāne or Murupara Service Centre, Civic Square, Murupara;



By **phone**



By **email**



Via the **website**

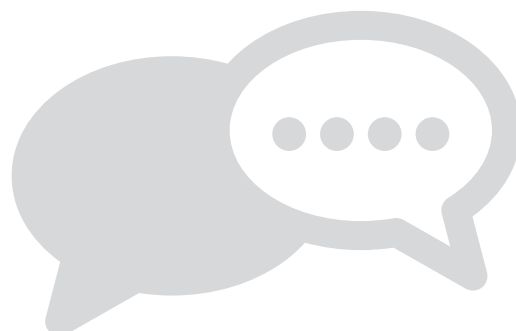


In **writing**

Where possible, all requests should be directed through either of our Customer Service Centres in Whakatāne or Murupara. All requests will be logged into our system, which will be used to progress the request. A service request number will be issued and can be used to request an update.

If you have information to contribute or areas of concern you wish to discuss, the Mayor, Councillors, the Chief Executive and Council staff may be contacted through the contact details listed above.

Over the counter at Whakatāne Civic Centre, Commerce Street, Whakatāne or Murupara Service Centre, Civic Square, Murupara.



OFFICIAL INFORMATION

Ngā pārongo ōkawa

The Local Government Official Information and Meetings Act 1987 gives anyone the right to ask the Council for official information. It sets clear rules for how the Council must handle these requests.

The Council must make a decision on a request and respond within 20 working days. When doing so, the Council must decide whether the information will be released, how it will be provided, and whether a charge applies. Any charges are set out in the Council's Fees and Charges Schedule, which is available on our website.

In some cases, the Act allows the Council to withhold information or refuse a request. When this happens, the Council must explain the reasons. If a requester is not satisfied with the Council's response, they can make a complaint to the Office of the Ombudsman.

The Local Government Official Information and Meetings Act 1987 states that information may be withheld for the reasons set out in section 6 and 7 of that Act. The reasons include where the release of the information would:

- Endanger the safety of any person
- Prejudice maintenance of the law
- Compromise the privacy of any person
- Reveal confidential or commercially sensitive information
- Cause offence to tikanga Māori or would disclose the location of wāhi tapu.;
- Prejudice public health or safety
- Compromise legal professional privilege
- Disadvantage the Council while carrying out negotiations or commercial activities
- Allow information to be used for improper gain or advantage

A request for information may also be refused for reasons set out in section 17 of the Act:

- Making the information available would be contrary to an enactment.
- Making the information available would constitute contempt of Court or of the House of Representatives.

- The information is, or will soon be, publicly available
- The request is made by or on behalf of a defendant, for information that could be sought under the Criminal Disclosure Act 2008.
- The document does not exist or cannot be found, despite reasonable efforts to locate it.
- The information cannot be made available without substantial collation or research.
- The information is not held by the agency, and there are no grounds to believe the information is held by another agency or more closely connected with the functions of another agency.
- The request is frivolous or vexatious, or the information requested is trivial.

For more information

If you want to request information under the Act, you can make a request by:

- Submit an online form
- Email your request to: info@whakatane.govt.nz or LGOIMA-Administrators@whakatane.govt.nz
- Call us on: 07 306 0500
- Post your request to:
LGOIMA Administrators
Whakatāne District Council
Private Bag 1002
Whakatāne 3158
- Or in person at the Civic Centre, 14 Commerce Street, Whakatāne

Personal information

An individual has the right to access personal information held about them, subject to the Privacy Act 2020. In some circumstances, an agency may charge a reasonable fee for providing access. The Act sets out specific rules governing access to personal information and regulates the collection, use, storage, and disclosure of personal information.

WHAKATĀNE DISTRICT COUNCIL

Commerce Street, Private Bag 1002,
Whakatāne 3158, New Zealand
P 07 306 0500

MURUPARA SERVICE CENTRE

Civic Square, Pine Drive,
Murupara, New Zealand
P 07 366 5896

info@whakatane.govt.nz
whakatane.govt.nz

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