

The Strand / Cass Street Workshop 1 - Group Minutes

Location: Haratu Kororāreka Marae

Date: 9.00am to 11.00am, 3 November 2025

Attendees

FNDC

Guy Holroyd	FNDC Chief Executive Officer
Roger Ackers	Chair – FNDC Group Manager, Planning and Policy
Tammy Wooster	FNDC Manager, Integrated Planning
Jaye Michalick	FNDC Team Leader, Growth Planning and Placemaking
Janine Worrall	FNDC Support Officer, Integrated Planning
Jane Hindle	FNDC Member Bay of Islands Whangaroa Community Board

Roading Working Group Members

Debra Rewiri	Chairperson of Kororāreka Marae (Tangata Whenua)
Katarina Lavender	Disability
Shane Madden	Business
David McKenzie	Russell Protection Society
Adam Davey	Community
Jacqui Madelin	Community
Emily Rust	Disability
Adam Cooper	Business (
Bruce Mitchinson	Russell Wharf Trust
Marsha Davis	Tangata Whenua

Minutes

Item	Topic	Discussion
Karakia		Led by Debra Rewiri.
Introductions and Communications Protocol		All attendees introduced themselves.
1.	Project Recap	<ul style="list-style-type: none"> A discussion was held on the temporary traffic calming measures that were unlawfully removed from Cass Street on 05 October 2025 and whether there was a level of community support for these actions. (Guy, Adam D) Emphasis on ensuring the community's voice is heard throughout this process. The Placemaking Steering Committee was established from a variety of community groups (Resilient Russell, Kororāreka Marae, Russell Protection Society, Russell Wharf Trust, Russell Museum). Project specific working groups were established for the play trail, seating, trial on The Strand, and beach access. Russell businesses (The Gables, The Duke, Russell Mini Tours) were representing the working group for The Strand trial. (Jane). Concerns about exclusion from decision-making. Dissatisfaction with the consultation process and lack of consultation about changing Cass Street. No mention of Cass Street on the survey and no diagrams showing Cass Street involvement included on the survey. (Adam D, Emily) Council confirmed Cass Street was included in consultation material-and that the public were given several opportunities to make their views known to the decision makers, being our elected members. (Jaye) The working group's role is to represent diverse community voices and future consultation steps should be considered once we know the draft design (Tammy).

		<ul style="list-style-type: none"> Concerns about planter boxes blocking disability parking. (Emily) Suggestions for traffic calming measures on The Strand (Jane) Adam Cooper arrived at approximately 10am. Proposal needs to redesign Cass Street and create shared space to support The Strand (Jackie) Debate over keeping or removing trial infrastructure (Shane, Adam D) A recommendation to move forward as a group to arrive at a solution or other methods for changing the way Cass St operates will be considered (Guy). Need for disabled parking (disabled and elderly) and in the right location. (Katarina) Calls for harmony, goodwill, and compromise (Guy, Roger) CEO raised concerns that if the working group could not function, as the CEO he would start making decisions on temporary traffic control measures. This statement raised some concerns with Emily and Adam D. (Guy) Guy left the meeting at approximately 10am. Reminder that disagreement is part of the process (Jackie) Need to choose a Chair and follow the code of conduct (Roger) Trial items required moving/uplifting, for them to be placed back permanently – gardens will require concrete dug up or better design. There are several planters that are clear safety hazards and needed to be removed. The removal of trial infrastructure enables us to look at the bigger picture and provided us with the opportunity to create something more fitting for Kororareka Russell - a blank slate to build up from (Shane) Highlighted was the differences in speed presented, previously in place, and that this speed was not highlighted on The Strand before the trial (Shane)
2.	Working Group Outcomes	<p>Only members of the Road Working Group have voting rights. Jane's attendance is in her role as a Community Board member (observer).</p> <p>Vote 1 – Add further round of consultation in the TOR purpose? (raised by Emily)</p> <p>Adam D– Agree Bruce – Agree Deb – Disagree David – Disagree Emily – Agree Jackie – Disagree Adam C – Agree Marsha – Disagree Shane – Agree Jane – Agree Katrina – Agree 6/10 Agree - passed</p> <p>Vote 2 – Does the group want to include The Strand in this Working Group? (raised by Jane)</p> <p>Adam – Agree Bruce – Disagree Deb – Agree David – Disagree Emily – Disagree Jackie – Agree Adam – Agree Marsha – Agree Shane – Disagree Jane – Agree</p>

		<p>Katrina – Agree 7/10 Agree – passed</p> <p>Vote 3 deleted as per David's email</p> <p>Quorum – please note as in draft TOR that 75% of attendance by Rooding Working Group Members is required to constitute a Quorum.</p>
3.	TOR – Confirm code of conduct and voting method	<ul style="list-style-type: none"> • Roger – Feedback will be handed to the new Chair. • The group agreed that decisions will be made through a voting process.
4.	Council Expectations	<ul style="list-style-type: none"> • Council aims for a community-led project with FNDC in an advisory role. • Emphasis on respectful communication and keeping discussions within the group. • Traffic Management and Play Trial initiatives were implemented based on the consultation. • Traffic trial was extended to gather more information. • Administrative support will be provided by Council. • Any further feedback or additional information should be sent to the Council to be added to future agenda items. • Council emphasised budget constraints and impact on timeframes when considering decisions • Katrina requested that a poster be printed and put up around Town for the community to see when the draft was completed. • It will be beneficial for the group to have Bill Edwards from Heritage NZ and a transport engineer present when the working group is considering the permanent options for Cass Street and The Strand, as they can indicate what can be and cannot be done. But that should only occur when the group is ready to work on the design due to budget implications
5.	Vote to Appoint Chair	<ul style="list-style-type: none"> • Chair nominations underway; email vote to be completed by Friday 7 November. • Debra suggested Robert Adams and will send through CV. • David suggested Mike Pratt and will get back to the group. • A question was raised as to any concern about the Chair potentially being from Russell and whether that would impact impartiality. The group discussed the skill set that a mediator has, which includes being trained in impartiality. As a result of that discussion the group agreed for Deb to obtain Robert's CV and David to ask Mike if he would be willing to put forward his CV. Adam Davies requested that it was someone not from Russell, but the majority indicated they were comfortable if the person could be impartial. • A discussion was also held around whether anyone from the BOIWCB could be appropriate as Chair however it was agreed that as members aren't formally trained in mediation, this would not be an option, nor would they likely to have the availability. • Roger invited any other group members who may wish to nominate a potential Chair to do so by Wednesday 05 November.
6.	Discuss and vote on reinstating items in Cass Street	<p>Vote 3 – To have signs put back temporarily. Sign indicating no left turn, campervans, safety signs. To have the signs relocated fixed, rather than on a barrel for example. This would be arranged by Council and funded from the budget allocated to implementation on the final design.</p> <p>10/10 Unanimous Agreement</p>

		No further discussion was held on the other temporary traffic calming measures that were unlawfully removed from Cass Street on 05 October 2025.
7.	Scheduling Next Meeting	Monday, 12 November 2025 at 8.30am. Agenda: Meet the new Chair, Sign the TOR, site visit to Cass Street and if time allows high level discussion on how to achieve the outcome (e.g design). Agree date for next workshop to which the transport and heritage subject matter experts will be invited. Roger advised Tammy would chair if required as he was not available.
	Closing Karakia	Led by Debra Rewiri.

Actions and Timeframes

Item	Task	Lead	Due By
1.	Revise Terms of Reference (TOR) as voted on during the workshop and send to the Russell Roding Working Group (RRWG) for agreement prior to 10 November.	Jaye	7/11
2.	Submit feedback or additional items for next agenda.	Group	10/11
3.	Contact Robert Adams for chair nomination (CV submission).	Debra	Done
4.	Contact Mike Pratt for chair nomination (CV submission).	David	Done
5.	Group to vote on Chair nominations, e-mail vote in time for new Chair to be in place for 10 November hui. Further nominations for the Chair to be provided by Wednesday 5 November.	Jaye	6/11
6.	Send trial objectives and information on traffic measuring devices.	Jane	Sent via email
7.	Send all three CVs to group.	Jane	Sent via email
8.	Send actual traffic counts on the North and South Strand.	Jane	Sent via email
9.	Next meeting scheduled, 12 November 2025, 8.30am-10am	Jaye	10/11