

Strategy, Planning and Development Committee Agenda

Date: Thursday, 18 June, 2020

Time: 9:00 am

Location: Council Chamber
Forum North, Rust Avenue
Whangarei

Elected Members: Cr Shelley Deeming (Chairperson)
Her Worship the Mayor Sheryl Mai
Cr Gavin Benney
Cr Vince Cocurullo
Cr Nicholas Connop
Cr Ken Couper
Cr Tricia Cutforth
Cr Jayne Golightly
Cr Phil Halse
Cr Greg Innes
Cr Greg Martin
Cr Anna Murphy
Cr Carol Peters
Cr Simon Reid

For any queries regarding this meeting please contact
the Whangarei District Council on (09) 430-4200.

1. Declarations of Interest	
2. Apologies	
3. Confirmation of Minutes of Previous Strategy, Planning and Development Committee Meeting	
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4. Decision Reports	
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7. Closure of Meeting	
<p>Recommendations contained in the agenda are not the decisions of the meeting.</p> <p>Please refer to minutes for resolutions.</p>	

Strategy, Planning and Development Committee – Terms of Reference

Membership

Chairperson Councillor Shelley Deeming

Members Her Worship the Mayor Sheryl Mai
 Councillors Gavin Benney, Vince Cocurullo, Nicholas Connop, Ken Couper, Tricia Cutforth, Jayne Golightly, Phil Halse, Greg Innes, Greg Martin, Anna Murphy, Carol Peters, Simon Reid

Meetings Monthly

Quorum 7

Purpose

To oversee planning, monitoring and enforcement activities, and guide the economic and physical development and growth of Whangarei District.

Key responsibilities

- Regulatory and compliance
 - Environmental health
 - General bylaw administration
 - Animal (dog and stock control)
 - Hazardous substances and new organism control
 - Parking enforcement (vehicles registrations and warrant of fitness)
 - Noise control
 - Food Act
 - Land use consents
 - Building Act
- Building Control
 - Property Information and Land Information Memoranda
 - Consents and inspections
- Resource Consents
 - Subdivision, land use and development control
 - Development contributions
- District Plan
 - Plan changes
 - District Plan administration
- Strategic Planning
 - Place based strategies (city centre), functional strategies (climate change)
 - Growth planning

- Urban design
- Reporting strategic trends and analysis
- Economic Development
 - District marketing and promotions
 - Developer engagement
- Commercial Property
- Marinas
- Airport
- Forestry
- Reporting on service delivery, including operational financial performance.
- Reporting on capital projects.
- Operational reporting for the Strategy and Democracy, Planning and Development, and Corporate groups within Council.
- Procurement – general procurement relating to the areas of business of this committee, within delegations.
- Shared Services – investigate opportunities for Shared Services for recommendation to council.
- Council Controlled Organisations (CCOs) – monitoring the financial and non-financial performance of CCOs whose functions would otherwise fall under the scope of this committee. Includes trading CCOs (CCTOs) and those CCOs exempted under the LGA. Responsibilities include:
 - advising on the content of annual Statement of Expectations to CCOs
 - agreement of the Statement of Intent
 - monitoring against the Statement of Intent
 - for exempted CCOs, monitoring and reporting as agreed between Council and the organisation

CCOs accountable to this committee:

- Whangarei District Airport – CCO
- Local Government Funding Agency (LGFA) - CCO

Delegations

- (i) All powers necessary to perform the committee's responsibilities, including, but not limited to:
 - a) approval of expenditure of less than \$5 million plus GST.
 - b) approval of a submission to an external body
 - c) establishment of working parties or steering groups.

- d) adoption of strategies and policies relating to the key responsibilities of this committee (except for those that cannot be delegated by Council under Clause 32(1)(f) of Schedule 7 of the LGA).
- e) power to establish subcommittees and to delegate their powers to that subcommittee.
- f) the power to adopt the Special Consultative Procedure provided for in Section 83 to 88 of the LGA in respect of matters under its jurisdiction (this allows for setting of fees and bylaw making processes up to but not including adoption).
- g) the power to delegate any of its powers to any joint committee established for any relevant purpose under clause 32, Schedule 7 of the Local Government Act 2002.

Item 3.1
Strategy, Planning and Development Committee Meeting Minutes

Date: Thursday, 19 March 2020
Time: 9:00 a.m.
Location: Council Chamber
 Forum North, Rust Avenue
 Whangarei

In Attendance

 Cr Shelley Deeming (Chairperson)
 Her Worship the Mayor Sheryl Mai
 Cr Gavin Benney
 Cr Vince Cocurullo
 Cr Nicholas Connop
 Cr Tricia Cutforth
 Cr Jayne Golightly
 Cr Phil Halse
 Cr Greg Innes
 Cr Greg Martin
 Cr Anna Murphy
 Cr Carol Peters
 Cr Simon Reid

Not in Attendance

 Cr Ken Couper

Scribe

 Jennie Thomas (Democracy Adviser)

1. Declarations of Interest

There were no declarations of interest.

2. Apologies

Cr Ken Couper (absent) and Cr Anna Murphy (late arrival)

Moved by Cr Tricia Cutforth

Seconded by Cr Vince Cocurullo

That the apologies be sustained.

Carried

3. Confirmation of Minutes of Previous Planning and Development Committee Meeting

3.1 Minutes Strategy, Planning and Development Committee 20 February 2020

Moved by Cr Vince Cocurullo

Seconded by Cr Greg Martin

That the minutes of the Strategy, Planning and Development Committee meeting held on Thursday, 20 February 2020 having been circulated, be taken as read and now confirmed and adopted as a true and correct record of proceedings of that meeting.

Carried

4. Decision Reports

4.1 Road and Access Naming Application - WFH Properties Ltd - The Landing - SD1800110 - Stages 4-9

Moved by Cr Vince Cocurullo

Seconded by Cr Phil Halse

That the Strategy, Planning and Development Committee:

1. Approve the following road names for Stages 4-9 of SD1800110:
 - a. Beveridge Road
 - b. Wade Drive
 - c. Stack Lane
 - d. Taurangawaka Road
 - e. Te Piriti Road
 - f. Te Taniwha Road

Carried

5. Information Reports

5.1 Local Government Funding Agency - Draft Statement of Intent 2020-21

Moved by Her Worship the Mayor Sheryl Mai

Seconded by Cr Greg Innes

1. That the Strategy Planning and Development Committee notes the Local Government Funding Agency Draft Statement of Intent 2020-21.

2. Authorises the General Manager Corporate / CFO to provide feedback on behalf of Council.

Carried

Cr Murphy joined the meeting at 9.12am during discussion on item 5.1.

5.2 Local Government Funding Agency - Half Yearly Report to 31 December 2019

Moved by Cr Greg Martin

Seconded by Cr Nicholas Connop

That the Strategy, Planning and Development Committee notes the Local Government Funding Agency half yearly report to 31 December 2019.

Carried

5.3 Operational Report - Corporate Group - March 2020

Moved by Cr Vince Cocurullo

Seconded by Cr Greg Innes

That the Strategy, Planning and Development Committee notes the Corporate Group operational report for March 2020.

Carried

5.4 Operational Report - Strategy, Planning and Development March 2020

Moved by Cr Greg Innes

Seconded by Cr Tricia Cutforth

That the Strategy, Planning and Development Committee notes the Operational report for March 2020

Carried

6. Public Excluded Business

There was no business conducted in public excluded.

7. Closure of Meeting

The meeting concluded at 9.47am

Confirmed this 18th day of June 2020

Councillor Shelley Deeming (Chairperson)

4.1 New Road and Private Accessway Names – Barrett Homes – SL1900001

Meeting: Strategy, Planning and Development Committee
Date of meeting: 18 June 2020
Reporting officer: Ricardo Zucchetto – Post Approvals Officer – RMA Consents

1 Purpose

To name 3 public roads and 1 private accessway in the Whangarei District to assign unique addresses to properties to be readily locatable by emergency services and service delivery providers.

2 Recommendation:

That the Strategy, Planning and Development Committee:

1. Approve new public road #1 (Lot 201) off Corks Rd to be named Tiaki Rise.
2. Approve new public road #2 (cul-de-sac) to be named Kekewai Place.
3. Approve new public road #3 (Stage 3) off Vinegar Hill Rd to be named Parera Crescent.
4. Approve a private accessway "ROW C" to be named Tupeia Lane.

3 Background

An approved subdivision by Barrett Homes – SL1900001 requires approval of 3 public road names and 1 private accessway name to clearly identify related addresses along future roads around this development.

4 Consultation

Consultation has been undertaken between the developer and local Iwi (Pehiaweri Marae Management Committee) through Mike Kake, correspondence attached. Several alternative names were proposed which have been utilised and presented by the developer.

No wider consultation was undertaken as the developer owns the land.

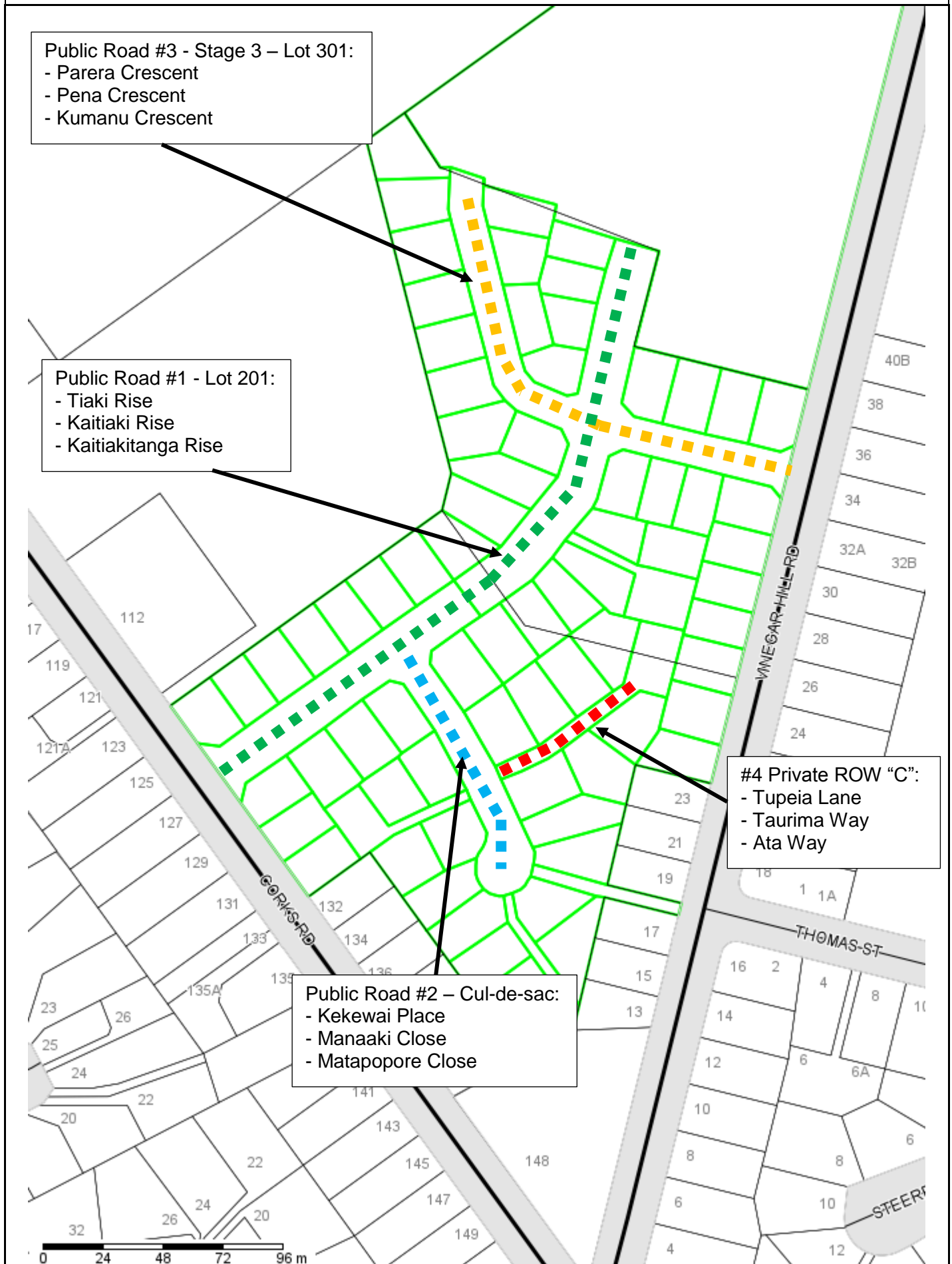
5 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.

6 Attachments

- Barrett Homes – SL1900001 – Location Map
- Barrett Homes – SL1900001 – Road Naming Applications 1-4 Lot 201; Cul-de-sac; Stage 3 and ROW C.

Barrett Homes – SL1900001 – Road Name Location Map



Application for Road Naming

Thank you for making an application to name a proposed road.

Points to remember when making an application

- ❖ Please print clearly to ensure the form is easy to read.
- ❖ We will respond in writing to every application received. Please ensure that you provide appropriate contact details so that our response gets back to you.
- ❖ Your application will not be returned to you once it is lodged with Council. Please keep a copy for your reference.

Important Considerations

- ❖ Please refer to the **Road Naming Policy** and **Road Naming Index** prior to making your application. These documents will be helpful when proposing road names. Both documents can be found on the Council website at www.wdc.govt.nz

How to get this application to us

Mail to: Attn: Administration Team Leader – Resource Consents
Whangarei District Council
Private Bag 9023
WHANGAREI 0148

Fax to: 09 438 7632

Email to: mailroom@wdc.govt.nz

Applicant Details

First name(s) Barrett Homes Ltd

Last name c/o Tristan Shannon

Postal address PO Box 10424, Bayfair, Mt Maunganui, 3152

Best day-time phone number - Mobile 022 658 3498

Email Tristan@barretthomes.co.nz

Resource Consent Details

Resource Consent application number SL1900001

Agent Details

Name of Agent Reyburn and Bryant Agent ref 15532

Agent postal address PO Box 191, Whangarei, 0140

Best day-time phone number 09 4383563 Mobile

Email phil@reyburnandbryant.co.nz

Proposed Road Name Details

Please indicate whether the road is Public or Private (✓ box)

☒ Public

☐ Private

Proposed road name 1

Tiaki Rise

Reason

Looking after, protection and safeguarding.

A homage to "The North Auckland Protestant Orphanage Trust" as previous land owners and their service to the Whangarei community. See additional explanation below.

Proposed road name 2

Kaitiaki Rise

Reason

Trustee, minder, guard, custodian, guardian, caregiver, keeper and steward.

A homage to "The North Auckland Protestant Orphanage Trust" as previous land owners and their service to the Whangarei community. See additional explanation below.

Proposed road name 3

Kaitiakitanga Rise

Reason

Guardianship, stewardship, trusteeship and trustee.

A homage to "The North Auckland Protestant Orphanage Trust" as previous land owners and their service to the Whangarei community. See additional explanation below.

❖ Please supply a scheme plan map in Black and White with Road or ROW clearly marked when submitting your application.

The theme of the street names are "guardianship" as the previous land owner were "The North Auckland Protestant Orphanage Trust". In 1939 there was a 6 bedroom building constructed in 1939 and used until 2013 which was used as a home for children in need of care.

The land owners subdivided the land with 2 hectares now for Te Ora Hou Northland Inc, 3000m² for Alzheimers Society Northland Inc and 4000m² was gifted to the Whangarei District Council for the development of a childrens' park at the corner of Corks Road and Vinegar Hill Road.

The proposed street names are a homage to "The North Auckland Protestant Orphanage Trust" and their service to the Whangarei community



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Proposed road name 1

Kekewai Place

Reason

Freshwater crayfish. Species name which is abundant in and around the Mangakino, Waitaua (Waitawa) waterways nearby.

A species with a historic and current connection to the Kaurihohere Block. The original name of the Whenua on which this subdivision is being created. Historic korero that identifies the past and transcends to the now is important to the local Iwi as tangata whenua.

Proposed road name 2

Manaaki Close

Reason

To support, take care of, give hospitality to, protect, look out for, show respect, generosity and care for others.

A homage to "The North Auckland Protestant Orphanage Trust" as previous land owners and their service to the Whangarei community. See additional explanation below.

Proposed road name 3

Matapopore Close

Reason

Guardianship and care.

A homage to "The North Auckland Protestant Orphanage Trust" as previous land owners and their service to the Whangarei community. See additional explanation below.

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The theme of the street names are "guardianship" as the previous land owner were "The North Auckland Protestant Orphanage Trust". In 1939 there was a 6 bedroom building constructed in 1939 and used until 2013 which was used as a home for children in need of care.

The land owners subdivided the land with 2 hectares now for Te Ora Hou Northland Inc, 3000m² for Alzheimers Society Northland Inc and 4000m² was gifted to the Whangarei District Council for the development of a childrens' park at the corner of Corks Road and Vinegar Hill Road.

The proposed street names are a homage to "The North Auckland Protestant Orphanage Trust" and their service to the Whangarei community



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Proposed road name 1 **Parera Crescent**

Reason

Duck, currently in abundance in the waterways upstream of the Whangarei Falls.

A species with a historic and current connection to the Kaurihohere Block. The original name of the Whenua on which this subdivision is being created. Historic korero that identifies the past and transcends to the now is important to the local Iwi as tangata whenua.

Proposed road name 2 **Pena Crescent**

Reason

To take care of, attend to, cherish, husband, look after, invest.

A homage to "The North Auckland Protestant Orphanage Trust" as previous land owners and their service to the Whangarei community. See additional explanation below.

Proposed road name 3 **Kumanu Crescent**

Reason

To tend carefully, foster, attend to, care for, cherish.

A homage to "The North Auckland Protestant Orphanage Trust" as previous land owners and their service to the Whangarei community. See additional explanation below.

❖ Please supply a scheme plan map in Black and White with Road or ROW clearly marked when submitting your application.

The theme of the street names are "guardianship" as the previous land owner were "The North Auckland Protestant Orphanage Trust". In 1939 there was a 6 bedroom building constructed in 1939 and used until 2013 which was used as a home for children in need of care.

The land owners subdivided the land with 2 hectares now for Te Ora Hou Northland Inc, 3000m² for Alzheimers Society Northland Inc and 4000m² was gifted to the Whangarei District Council for the development of a childrens' park at the corner of Corks Road and Vinegar Hill Road.

The proposed street names are a homage to "The North Auckland Protestant Orphanage Trust" and their service to the Whangarei community

Application for Road Naming

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Proposed Road Name Details

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☒ Private

Proposed road name 1 **Tupeia Lane**

Reason

The name of the White Mistletoe, a parasitic and rare native plant which hangs off rākau rangatira.
Hanging in totara along the Waitaua river, just down the road where it runs under Vinegar Hill Road.
A species with a historic and current connection to the Kaurihohere Block. The original name
of the Whenua on which this subdivision is being created. Historic korero that identifies the
past and transcends to the now is important to the local Iwi as tangata whenua.

Proposed road name 2 **Taurima Way**

Reason

To treat with care, tend, entertain, foster and adopt.
A homage to "The North Auckland Protestant Orphanage Trust" as previous land owners
and their service to the Whangarei community. See additional explanation below.

Proposed road name 3 **Ata Way**

Reason

Gently, slowly, carefully, clearly, deliberately, purposefully, intentionally, openly, thoroughly,
cautiously, intently, quite - stands before verbs to indicate care, deliberation or thoroughness
in carrying out the activity.
A homage to "The North Auckland Protestant Orphanage Trust" as previous land owners
and their service to the Whangarei community. See additional explanation below.

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The land owners subdivided the land with 2 hectares now for Te Ora Hou Northland Inc, 3000m² for Alzheimers Society Northland Inc and 4000m² was gifted to the Whangarei District Council for the development of a childrens' park at the corner of Corks Road and Vinegar Hill Road.

The proposed street names are a homage to "The North Auckland Protestant Orphanage Trust" and their service to the Whangarei community



4.2 New Private Accessway Name – TMB Developments – SL1800010

Meeting: Strategy, Planning and Development Committee
Date of meeting: 18 June 2020
Reporting officer: Ricardo Zucchetto – Post Approval Officer – RMA Consents

1 Purpose

To name a private accessway in the Whangarei District to assign unique addresses for properties to be readily locatable by emergency services and service delivery providers.

2 Recommendation:

That the Strategy, Planning and Development Committee:

1. Rescind the following resolution adopted on 30 April 2020:
 “That Council approve the private accessway ‘G’ as John Bunion Way.”
2. Approve the name of the private accessway ‘G’ as Pennyroyal Place.

3 Background

A road naming application was received to satisfy conditions of a subdivision for TMB Developments to name 1 public and 2 private accessways of Three Mile Bush Rd.

The name of John Bunion Way, which was accepted on 30 April 2020, was in error. Several options and combinations were put forward by the applicant in order to satisfy Council’s Road Naming Policy, the final application sought to theme the private accessway name, the preference being the theme based on pasture.

The applicants’ preferences were a combination of Clover Lane and Pennyroyal Place.

4 Consultation

No consultation was undertaken as the developer owns the land.

5 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council’s Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.

6 Attachments

- TMB Developments Ltd – SL1800010 – Road Naming Application
- TMB Developments Ltd – SL1800010 – Location Map

Application for Road Naming

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 WHANGAREI 0148

Fax to: 09 438 7632

Email to: mailroom@wdc.govt.nz

Applicant Details

First name(s) MCGREGOR

Last name 9- MEGAN MCGREGOR

Postal address 11 McDONALD ROAD, RD4, WHANGAREI HEADS
0174

Best day-time phone number _____ Mobile 027 346 4194

Email megan.mcgregor@raywhite.com.

Resource Consent Details

Resource Consent application number SL1800010

Agent Details

Name of Agent REYBURN AND BRYANT Agent ref 14744

Agent postal address PO BOX 191, WHANGAREI 0140

Best day-time phone number 094383563 Mobile 021 761016

Email phil@reyburnandbryant.co.nz.

Proposed Road Name Details

Please indicate whether the road is Public or Private (✓ box)

☒ Public

☐ Private

Proposed road name 1

STONEY HILL ROAD

Reason

The road leads to the Stoney hill paddock.

Proposed road name 2

ARMY CAMP ROAD

Reason

American Army camped out in the bush.

Proposed road name 3

Reason

❖ Please supply a scheme plan map in Black and White with Road or ROW clearly marked when submitting your application.

CAUTION:

1. THIS DRAWING SHOULD NOT BE AMENDED MANUALLY.
2. AREAS & DIMENSIONS ARE APPROXIMATE ONLY AND ARE SUBJECT TO FINAL SURVEY.
3. THE VENDOR & PURCHASER MUST CONTACT THE SURVEYOR IF SALE OF THE LAND & COVENANTS ARE SUBJECT TO A FURTHER PLAN.
4. SERVICES MUST NOT BE POSITIONED USING THIS PLAN.
5. DO NOT SCALE OFF DRAWINGS.
6. THIS PLAN IS COPYRIGHT TO REYBURN & BRYANT (1999) LIMITED.
7. DESIGNED BY REYBURN & BRYANT - WHANGAREI - NEW ZEALAND

PROPOSED LAND COVENANTS

SHOWN	UNDERLYING PARCEL	AREA
(O)	LOT 102 HEREON	0.2850 Ha
(K)	LOT 102 HEREON	0.2460 Ha
(M)	LOT 102 HEREON	1.9075 Ha
(N)	LOT 101 HEREON	0.2690 Ha
(L)	LOT 101 HEREON	0.5075 Ha
(F)	LOT 101 HEREON	3.1640 Ha
(J)	LOT 100 HEREON	0.4440 Ha
(R)	LOT 103 HEREON	0.6960 Ha
(S)	LOT 104 HEREON	0.0450 Ha
(T)	LOT 101 HEREON	0.4235 Ha
(V)	LOT 102 HEREON	0.1130 Ha
TOTAL "NO BUILD" AREA: 7.5005Ha		

PROPOSED PART-CANCELLATION OF CONDITIONAL EASEMENTS

PURSUANT TO SECTION 243(e) OF THE RMA 1991:
THE CONDITION AS TO THE CREATION OF:
THE RIGHT OF WAY MARKED A ON SD1800047;
OVER LOT 3 SD 1800047; CREATED BY SD1800047;
IS TO BE CANCELLED AS IT RELATES TO LOT 2 SD 1800047.

REASON: ACCESS WILL BE GAINED ELSEWHERE.

REV	DATE	DESCRIPTION
M	12/09/19	CLIENT AMENDMENTS - PL/CC
L	14/03/19	AMEND TO REFLECT BASEGROUP CHANGES - PL/SE
J	24/01/19	RELOCATE LOT 28 - PL/CC
B	05/12/17	REDESIGN - CC/SE
REF DATA: 14754		

reyburn & bryant

Ph 09 438 3503
PO Box 191, Whangarei 0140
www.reyburnandbryant.co.nz
CLIENT

McGregor
422 THREE MILE BUSH ROAD, KAMO

TITLE

PROPOSED SUBDIVISION
OF LOT 2 SD 1800047
(FORMERLY PT LOT 2 DP 16082)

DATE	SEPT. 2019	SCALE	1:3000 @A3
NO.	S 14744	SHEET	1/2
REV.	M		

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METRES - 1:3000

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TOTAL AREA: 14,2120 Ha

TOTAL CFR AREA: 68,3199 Ha

COMPRISED IN: EX. CFR 535270

THE ENTIRE PORTION OF THE SITE TO BE SUBDIVIDED IS ZONED UTE AND THE SETBACKS ARE THEREFORE BOTH MINIMUM AND MAXIMUM FROM ANOTHER BUILDING OR BUILDING SITE.

THE REMAINDER OF THE SITE IS ZONED 'COUNTRYSIDE'.

PROPOSED AMALGAMATION CONDITION:

PURSUANT TO S220(1)(b) RMA 1991:
THAT LOTS 100 - 104 HEREON BE HELD IN THE SAME COMPUTER REGISTER.

PROPOSED EASEMENT SCHEDULE			
PURPOSE	SHOWN	SERV.TENE.	DOM.TENE.
RIGHT OF WAY & RIGHT TO DRAIN SEWAGE	(B)	LOT 102 HEREON	LOTS 25 & 26 HEREON
	(C)	LOT 103 HEREON	LOTS 9 - 12 & 14 HEREON
	(D)	LOT 101 HEREON	LOTS 9, 11 & 12 HEREON
	(G)	LOT 100 HEREON	LOTS 16 - 20 & 27 HEREON
RIGHT TO DRAIN WATER	(H)	LOT 101 HEREON	LOTS 18, 19 & 27 HEREON
	(W)	LOT 14 HEREON	LOT 101 HEREON
	(B)	LOT 102 HEREON	LOTS 21 - 25 HEREON
	(C)	LOT 103 HEREON	LOT 8 HEREON
RIGHT TO DRAIN SEWAGE	(E)	LOT 101 HEREON	LOTS 9, 11, 12 & 101 HEREON
	(J)	LOT 100 HEREON	LOTS 16 - 20 & 27 HEREON
	(K)	LOT 102 HEREON	LOTS 21 - 26 HEREON
	(L)	LOT 101 HEREON	LOTS 1 - 7 HEREON
FIRE FIGHTING SUPPLY	(T)	LOT 101 HEREON	LOTS 10 - 13 HEREON
	(X)	LOT 102 HEREON	LOTS 2 - 5, 23 - 26 & 101 HEREON
	(Y)	LOT 101 HEREON	LOTS 6 - 15, 21 & 22 HEREON
	(Z)	LOT 100 HEREON	LOTS 16 - 20 & 27 HEREON
PROPOSED EASEMENTS IN GROSS			
PURPOSE	SHOWN	SERV.TENE. (BURDENED)	GRANTEE
RIGHT TO DRAIN WATER	(A)	LOT 103 HEREON	WHANGAREI DISTRICT COUNCIL
	(I)	LOT 2 HEREON	
FUTURE SERVICES	(Q)	LOT 101 HEREON	
	(U)	LOT 101 HEREON	

Application for Road Naming

Thank you for making an application to name a proposed road.

Points to remember when making an application

- ❖ Please print clearly to ensure the form is easy to read.
- ❖ We will respond in writing to every application received. Please ensure that you provide appropriate contact details so that our response gets back to you.
- ❖ Your application will not be returned to you once it is lodged with Council. Please keep a copy for your reference.

Important Considerations

- ❖ Please refer to the **Road Naming Policy** and **Road Naming Index** prior to making your application. These documents will be helpful when proposing road names. Both documents can be found on the Council website at www.wdc.govt.nz

How to get this application to us

Mail to: Attn: Administration Team Leader – Resource Consents
Whangarei District Council
Private Bag 9023
WHANGAREI 0148

Fax to: 09 438 7632

Email to: mailroom@wdc.govt.nz

Applicant Details

First name(s) MCGREGOR

Last name 9- MEGAN MCGREGOR

Postal address 11 McDONALD ROAD, RD4, WHANGAREI HEADS
0174

Best day-time phone number _____ Mobile 027 346 4194

Email megan.mcgregor@raywhite.com

Resource Consent Details

Resource Consent application number SL1800010

Agent Details

Name of Agent REYBURN AND BRYANT Agent ref 14744

Agent postal address PO BOX 191, WHANGAREI 0140

Best day-time phone number 094383563 Mobile 021 761016

Email phil@reyburnandbryant.co.nz

Proposed Road Name Details

Please indicate whether the road is Public or Private (✓ box)

☐ Public

☒ Private

Proposed road name 1 Clover Lane

Reason Common plants in the pasture

Proposed road name 2 John Bunion Way

Reason John Bunion Campbell was the original Campbell that carved a place out of the bush.

Proposed road name 3

Reason

❖ **Please supply a scheme plan map in Black and White with Road or ROW clearly marked when submitting your application.**



TOTAL AREA: 14,2120 Ha
TOTAL CFR AREA: 68,3199 Ha
COMPRISED IN: EX. CFR 535270
THE ENTIRE PORTION OF THE SITE TO BE SUBDIVIDED IS ZONED UTE/ AND
THE SETBACKS ARE THUS 2001 FROM ROAD, SOUTH MAXIMUM FROM
ANOTHER BUILDING OR BUILDING SITE.

THE REMAINDER OF THE SITE IS ZONED 'COUNTRYSIDE'.

PROPOSED AMALGAMATION CONDITION:

PURSUANT TO S220(1)(b) RMA 1991:
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COMPUTER REGISTER.

PROPOSED EASEMENT SCHEDULE			
PURPOSE	SHOWN	SERV.TENE.	DOM.TENE.
RIGHT OF WAY & RIGHT TO DRAIN SEWAGE	(B)	LOT 102 HEREON	LOTS 25 & 26 HEREON
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	(G)	LOT 100 HEREON	LOTS 16 - 20 & 27 HEREON
RIGHT TO DRAIN WATER	(H)	LOT 100 HEREON	LOTS 18, 19 & 27 HEREON
	(W)	LOT 14 HEREON	LOT 101 HEREON
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	(C)	LOT 13 HEREON	LOT 8 HEREON
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	(J)	LOT 100 HEREON	LOTS 16 - 20 & 27 HEREON
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PROPOSED EASEMENTS IN GROSS			
PURPOSE	SHOWN	SERV.TENE. (BURDENED)	GRANTEE
RIGHT TO DRAIN WATER	(A)	LOT 103 HEREON	WHANGAREI DISTRICT COUNCIL
	(I)	LOT 2 HEREON	
FUTURE SERVICES	(Q)	LOT 101 HEREON	
	(U)		

THREE MILE BUSH ROAD
LEGAL SECTED 2002 WIDE

09 09
METRES - 1:3000

LOT 3
DP 201772
SD 1800047

LOT 1
DP 255899

LOT 102
(26045 Ha)
2,5555 Ha Nett.

LOT 3
DP 463842
PT 555270
CFR: 535270

LOT 1
DP 166632
PT CFR: 535270

LOT 1
SD 1800047

UTE ZONE

COUNTRYSIDE ZONE

LOT 104
450m²

LOT 1
2415m²

LOT 102
2415m²

LOT 101
1785m²

LOT 100
1785m²

LOT 103
1785m²

LOT 104
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LOT 103
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LOT 104
1785m²

LOT 101
1785m²

LOT 100
1785m²

LOT 103
1785m²

CAUTION:

- THIS DRAWING SHOULD NOT BE AMENDED MANUALLY.
- AREAS & DIMENSIONS ARE APPROXIMATE ONLY AND ARE SUBJECT TO FINAL SURVEY.
- THE VENDOR & PURCHASER MUST CONTACT THE SURVEYOR P. SALE FOR ANY AMENDMENTS TO THIS PLAN.
- SERVICES MUST NOT BE POSITIONED USING THIS PLAN.
- DO NOT SCALE OFF DRAWINGS.
- THIS PLAN IS COPYRIGHT TO REYBURN & BRYANT (REB) LIMITED.
- DESIGNED BY REYBURN & BRYANT - WHANGAREI - NEW ZEALAND

PROPOSED LAND COVENANTS

SHOWN	UNDERLYING PARCEL	AREA
(O)	LOT 102 HEREON	0.2850 Ha
(K)	LOT 102 HEREON	0.2460 Ha
(M)	LOT 102 HEREON	1.9075 Ha
(N)	LOT 101 HEREON	0.2690 Ha
(L)	LOT 101 HEREON	0.5075 Ha
(F)	LOT 101 HEREON	3.1640 Ha
(J)	LOT 100 HEREON	0.4440 Ha
(R)	LOT 103 HEREON	0.8960 Ha
(S)	LOT 104 HEREON	0.0450 Ha
(T)	LOT 101 HEREON	0.1235 Ha
(V)	LOT 102 HEREON	0.1130 Ha
TOTAL "NO BUILD" AREA: 7.5005Ha		

PROPOSED PART-CANCELLATION OF CONDITIONAL EASEMENTS

PURSUANT TO SECTION 243(e) OF THE RMA 1991:
THE CONDITION AS TO THE CREATION OF:
THE RIGHT OF WAY MARKED A ON SD1800047;
OVER LOT 3 SD 1800047; CREATED BY SD1800047;
IS TO BE CANCELLED AS IT RELATES TO LOT 2 SD
1800047.

REASON: ACCESS WILL BE GAINED ELSEWHERE.

REV	DATE	DESCRIPTION
M	12/09/19	CLIENT AMENDMENTS - PL/CC
L	14/03/19	AMEND TO REFLECT BASEMAP CHANGES - PL/59
J	24/01/19	RELOCATE LOT 28 - PL/CC
B	05/12/17	REDESIGN - CC/58
REF DATA	14744	

**reyburn
& bryant**

Ph: 09 338 3503
PO Box 191, Whangarei
7 Selwyn Ave, Whangarei
www.reyburnandbryant.co.nz

CLIENT

McGregor
422 THREE MILE BUSH ROAD, KAMO

TITLE

PROPOSED SUBDIVISION
OF LOT 2 SD 1800047
(FORMERLY PT LOT 2 DP 16082)

DATE	SEPT. 2019	SCALE	1:3000 @A3
NO.	S 14744	SHEET	1/2
REV.	M		

LOCAL AUTHORITY: WHANGAREI DISTRICT COUNCIL

Application for Road Naming

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Agent postal address PO BOX 191, WHANGAREI 0140

Best day-time phone number 094383563 Mobile 021 761016

Email phil@reyburnandbryant.co.nz.

Proposed Road Name Details

Please indicate whether the road is Public or Private (✓ box)

☐ Public

☒ Private

Proposed road name 1 Pennyroyal Place

Reason Common plants in the pasture

Proposed road name 2 Fridays Way

Reason Friday is a local (historical) personality with plenty of stories about him from the
Locals who have grown up here.

Proposed road name 3

Reason

❖ **Please supply a scheme plan map in Black and White with Road or ROW clearly marked when submitting your application.**

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- DESIGNED BY REYBURN & BRYANT - WHANGAREI - NEW ZEALAND

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B	05/12/17	REDESIGN - CC/SB
REV	DATE	DESCRIPTION
REV	DATE	DESCRIPTION

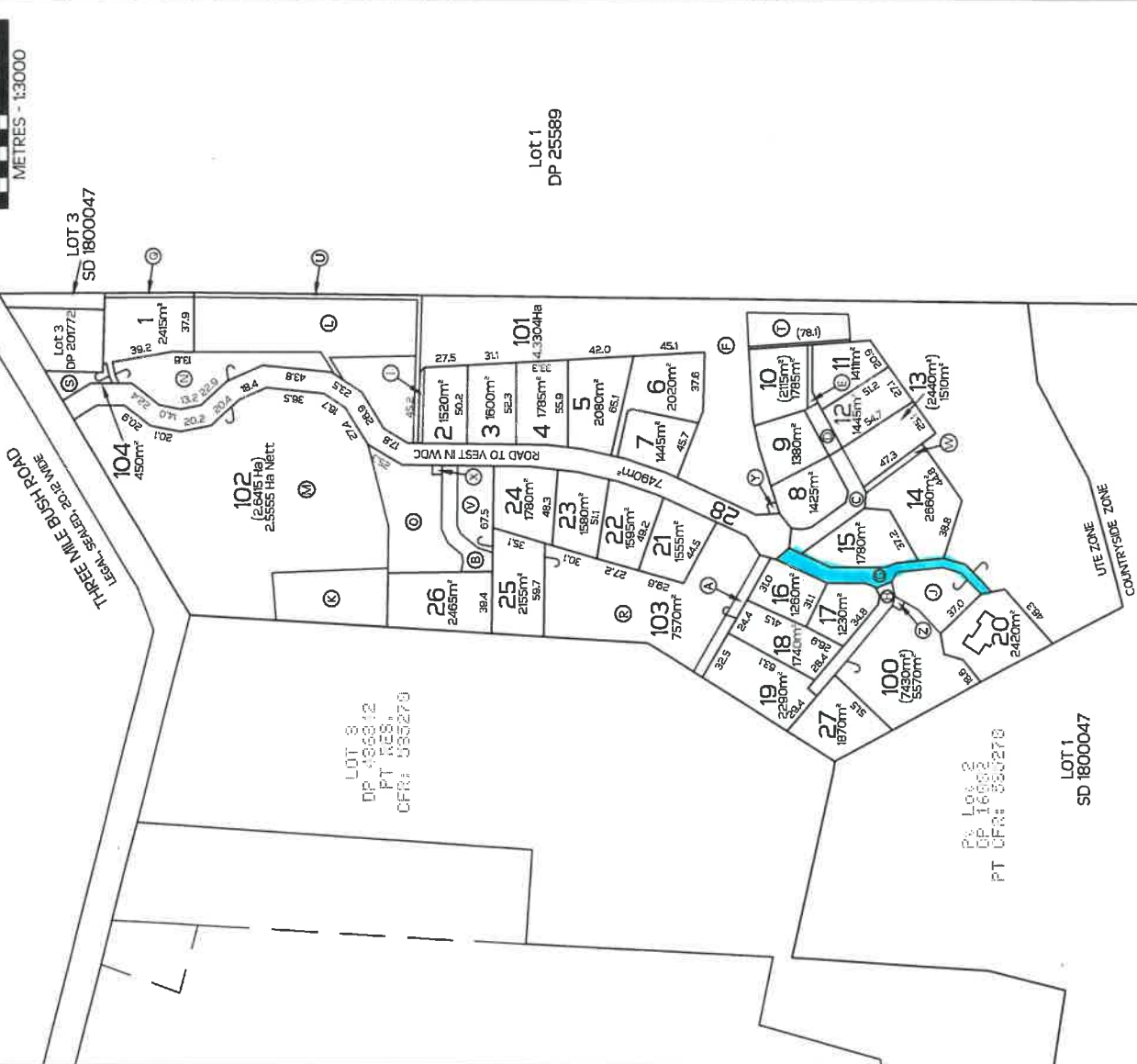
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McGregor
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TITLE
PROPOSED SUBDIVISION
OF LOT 2 SD 1800047
(FORMERLY PT LOT 2 DP 18082)

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NO.	S 14744	SHEET	1/2
REV.	M		



TOTAL AREA: 14,2120 Ha

TOTAL CFR AREA: 68.3199 Ha

COMPRISED IN: EX. CFR 535270

THE ENTIRE COUNTRY SIDE ZONE WITH ITS SETBACKS ARE IN THE SOUTH MAXIMUM FROM ANOTHER BUILDING OR BUILDING SITE.

THE REMAINDER OF THE SITE IS ZONED "COUNTRYSIDE"

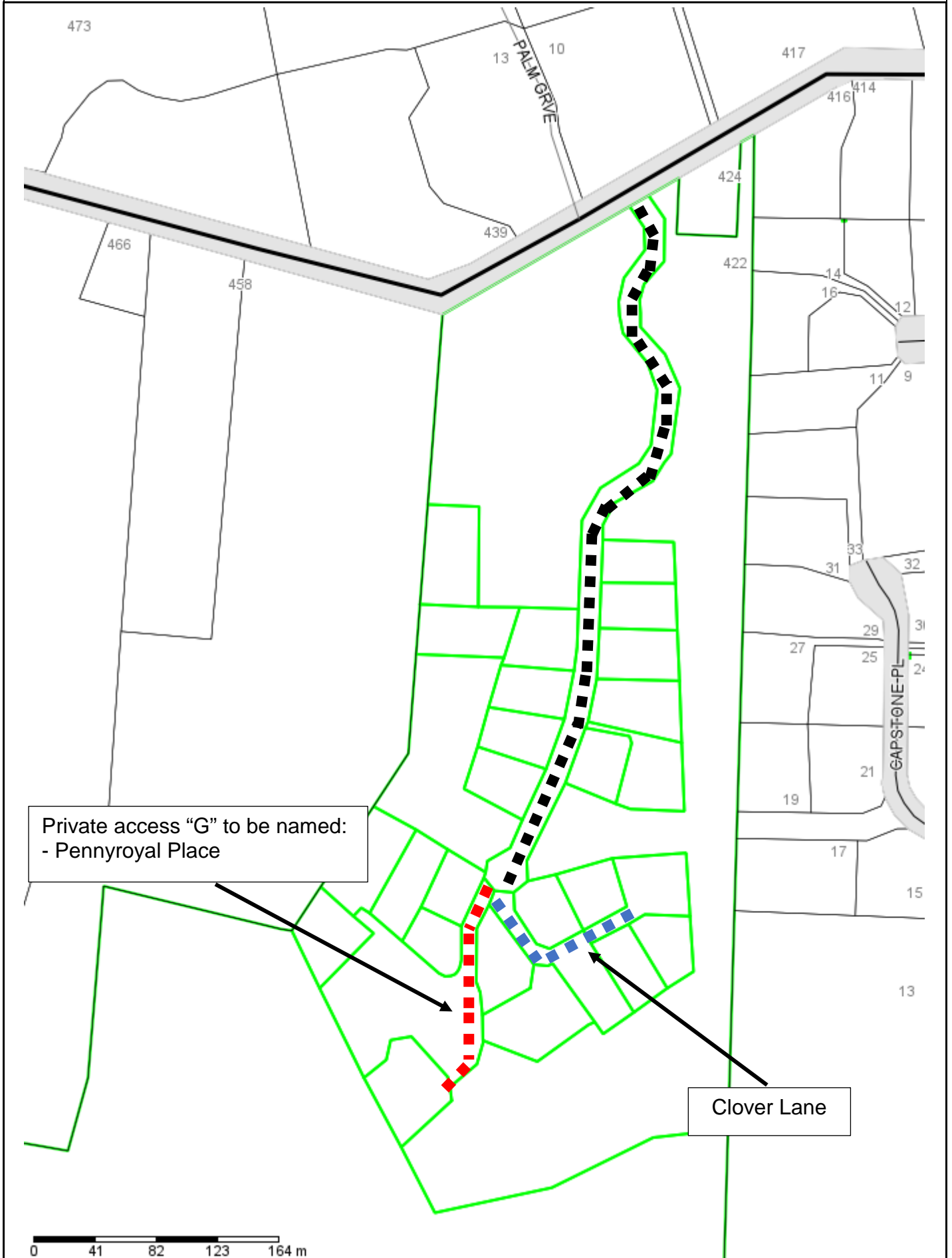
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PURPOSE	SHOWN	SERV. TENE. (BURDENED)	GRANTEE
RIGHT TO DRAIN WATER	(A)	LOT 103 HEREON	WHANGAREI DISTRICT COUNCIL
	(I)	LOT 2 HEREON	
FUTURE SERVICES	(Q)	LOT 101 HEREON	
	(U)	LOT 101 HEREON	

TMB Developments – SL1800010 – Road Name Location Map



4.3 Whangarei District Airport - Statement of Intent 2020/2021

Meeting: Strategy, Planning and Development Committee
Date of meeting: 18 June 2020
Reporting officer: Mike Hibbert (Commercial Property Portfolio Manager)

1 Purpose

To adopt the Whangarei District Airport Statement of Intent, 2020/21 in accordance with Section 64 of the Local Government Act 2002.

2 Recommendation/s

That the Strategy, Planning and Development Committee under delegation adopt the Statement of Intent 2020/2021 for the Whangarei District Airport.

3 Background

The Statement of Intent has been reviewed for appropriateness in relation to the delivery of services, management and governance of the Whangarei District Airport and obligations to meet Section 64, Schedule 8, clause 9 (contents of the statement of intent) under the Local Government Act 2002.

Attached is the newly formatted Statement of Intent 2020/21 for the Whangarei District Airport.

As a consequence of the Covid-19 Pandemic and consequential impacts on the aviation industry and related activities, there have been significant changes to the draft statement of intent adopted in February of this year.

Table 1 simplifies annual revenue streams predicted with reduced operational costs to offset any negative variations.

Table 1: Financial Forecast Summary.

Statement of Intent			
	Yr1 20/21	Yr2 21/22	Yr3 22/23
	\$	\$	\$
Revenue	418,338	672,800	767,983
Operations	605,638	701,075	696,200
Net Surplus/(loss) Before Depreciation	(187,300)	(28,275)	71,783
Depreciation	221,624	241,874	308,074
Net Surplus/(loss)	(408,924)	(270,149)	(236,291)
Cash Reserve balance/(Overdraft)	656	3,381	5,165
Capital Projects	26,000	379,000	945,000
Capital contribution required from JV parties (subject to LTP Bid)	-	410,000	875,000
WDC 50% Share	-	205,000	437,500
MoT 50% Share	-	205,000	437,500

- * Note that as a result of COVID-19, the airport will run a deficit for the next three years and will require a capital injection from Council.

The main changes are as follows;

- Decreased revenue:
 - Reduced landing fees (approximately 50% year 1) – assumptions 1-2 flights daily with capacity expected for early 2021.
 - Reduced parking charges as direct result of reduced passenger numbers and users.
 - Further rent relief for tenants to assist with first quarter recovery. Future rent increases expected to be static or not implemented.
 - Air New Zealand landing fees schedule review on hold.
- Reduced operational cost;
 - reduced power consumption – limited operations
 - reduced/deferred payments to external contractors and prioritisation of ground maintenance.
 - Reduced runway maintenance due to reduced aviation traffic etc.
 - no travel or conferences

A total operating net deficit of \$143,792 (before depreciation) is budget for the next three-year period. Existing cashflows are expected to offset the operating deficits in year 1 with

years 2 and 3 requiring additional Joint Venture contributions to cover mainly capital spend. A small overdraft facility may be required to help with cashflow timing.

Capital Projects

A summary of High Priority capital projects for the next three years is included in appendix 3 of the document. These have been reprioritised to reflect existing commitments, compliance and forecast recovery of aviation activity.

Changes to the draft SOI include;

Avis Compound extension (\$26K) deferred from 19/20 financial year to year 1 (20/21).

Security/Floodlighting (\$50K)– deferred from year 1 to year 2, (21/20).

Drainage/Driveway (\$120K) - deferred from year 1 to year 2, (21/20).

Crash fire has been removed.

With the depletion of cash reserves, each project is expected to be funded 50:50 by both Council and the Ministry of Transport as Joint Venture parties. Bids for each will be presented to both parties for consideration as part of the Long Term Plan process later this year.

All projects are still subject to Council and Ministry approval on a case by case basis. Projects beyond 2021 will be reviewed subject to the future operation of the airport at Onerahi.

4 Significance and engagement

Having considered the Significance and Engagement Policy this proposal or decision is not considered significant and the public will be informed via Agenda publication on the website.

5 Attachments

1. Whangarei District Airport - Statement of Intent 2020/21

Whangarei District Airport Statement of Intent

For the year 1 July 2020 to 30 June 2021

Table of Contents

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3	Purpose of the Organisation	3
4	Nature and Scope of Activities	3
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7	Performance Targets and Measures	6
8	Information to be Provided Throughout the Financial Year	7
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1 Introduction

The Whangarei District Airport has experienced a resurgence over recent years with record passenger numbers and increased interest in aviation and aviation related activities. Unfortunately, the impact of the global pandemic (COVID-19) has seen an unprecedented decline in the ability of the aviation industry to operate. With international borders closed and domestic travel restrictions in place, passenger numbers and aviation traffic has seen reductions by more than 90% pre Covid-19.

The focus over the next three years is to continue to meet the required legislative compliance while managing a sustainable operation on existing cash reserves. With cash reserves expected to be depleted in year two, capital works have been reprioritised to coincide with the forecast recovery and allow for Joint Venture parties to consider the allocation of additional funds through Long Term Plans.

Key areas of focus include;

- Continued Civil Aviation Certification
- Full integration of the newly introduced Safety Management System and continued development and compliance
- Explore additional revenue streams and further operational savings to offset forecast losses in landing fees and car parking.
- Explore social and environmental responsibility initiatives
- Coordinated approach to support domestic tourism and the district development

As a consequence of decreased passenger activity and aviation traffic and services, the requirement for 'Crash Fire services are highly unlikely to be triggered in the immediate future.

Alternate future airport sites continue to be investigated as a consequence of physical limitations at Onerahi. Although a decision and timeframes are still pending, WDA continues to operate as the Districts aviation gateway to the region and the rest of the Country.

2 Purpose of the Statement of Intent

This statement of intent is prepared in accordance with section 64 of the Local Government Act 2002. It outlines the activities and intentions of the Whangarei District Airport (Airport) for the next three financial years, and the objectives to which those activities will contribute.

3 Purpose of the Organisation

The overarching purpose of the Airport is to operate a fully serviceable Domestic Airport for the use of residents and visitors to the area. The Airport is situated at Onerahi in Whangarei. The day-to-day operational activities of the Airport are managed under the aegis of Whangarei District Council (Council) by way of a management contract with a contractor (currently Northland Aviation Limited).

4 Nature and Scope of Activities

4.1 Activities Provided

The nature of the activities that the Airport provides includes the following:

- To provide Airport services to and from the Whangarei area.
- To operate the Airport in a cost effective and efficient manner.



- To seek opportunities to widen the Airport's revenue base.
- To adhere to the terms of the Aerodrome Operating Certificate issued by the Civil Aviation Authority.
- To meet Civil Aviation Authority certification requirements.
- To achieve the objectives outlined in this statement of intent.

4.2 Whangarei District Council Vision

The Airport will operate in support of Council's vision and community outcomes. Council's vision is to be a 'vibrant, attractive, and thriving District'. This is achieved through the following community outcomes.

- Efficient and resilient core services
- Positive about the future
- Caring for the environment
- Proud to be local.

The Airport supports these outcomes by providing an Airport facility that acts as a gateway to the Whangarei District and to Northland.

4.3 Additional Legislation

The Airport has obligations under the Civil Aviation Act 1990 and will ensure that it complies with all requirements under this Act when operating the Airport.

The Airport was established under the Airport Authorities Act 1966 which governs how Council will operate and maintain the Airport.

5 Approach to Governance

5.1 Joint Venture Agreement

The Airport is owned and operated under a joint venture partnership between Council and the Crown (represented by the Ministry of Transport). The land that the Airport is situated on is 100% owned by the Crown, runways, plant and equity are 50% owned by the Crown and 50% owned by Council.

5.2 Airport Authority

Council operates the Airport as the Airport Authority under the Whangarei Airport Establishment Order 1963 pursuant to the Airport Authorities Act 1966. Council, as the Airport Authority, provides the role of the board of directors under the Local Government Act 2002. The Airport Authority meets on an as needed basis. Council contracts the day-to-day management of the Airport to Northland Aviation Limited under a management contract.

6 Objectives

1. To achieve the objectives of Whangarei District Council and the Ministry of Transport.



This includes achieving both the commercial and non-commercial objectives that are outlined in this statement of intent.

2. To be a good employer.

The Airport will be a fair employer to its workers and maintain a good working environment.

3. To exhibit a sense of social and environmental responsibility.

The Airport operates with regard to appropriate environmental practices, legislation, and in recognition of the designation requirements of the District Plan.

4. Health and safety standards are promoted and maintained.

This includes recognising the New Zealand Civil Aviation Authority health safety requirements and other requirements.

5. To operate a fully serviceable District Airport.

The Airport will operate as a fully serviceable District Airport for the use of visitors, residents and ratepayers.

6. Airport operation will meet the needs of aviation operators and their customers.

The short and long-term objectives of Airport operation will meet the needs of scheduled and non-scheduled aviation operators and their customers.

7 Performance Targets and Measures

Related Objective	Performance Measure		
	2020/21	2021/22	2022/23
1. To achieve the objectives of WDC and the MoT.	To operate within agreed financial budgets.	Actual spend ≤ budget.	Actual spend ≤ budget.
5. To operate a fully serviceable District Airport.	Actual spend ≤ budget.		
	To encourage new business development and existing business expansion by engaging alternative aviation and airport service providers and enabling business to grow through lease management and land use consent process.	Enable business to grow through lease management and land use consent process.	Enable business to grow through lease management and land use consent process.
2. To be a good employer.	Maintain user satisfaction through achieving satisfactory and very satisfactory ratings on the annual user survey. >75% Maintain employee development initiatives	>75%	>75%
3. To exhibit a sense of social and environmental responsibility.	Maintain best Practise noise management process Explore suitability opportunities	Record All noise complaints Comply with required noise contours	Record All noise complaints Comply with required noise contours
4. Health and safety standards are promoted and maintained.	Maintain Airport Certification by continuing to meet certification standards required by the Civil Aviation Authority.	Fulfil expectations of the Civil Aviation Authority as determined by annual Audit.	Fulfil expectations of Civil Aviation Authority as determined by annual Audit.
6. Airport operation will meet the needs of aviation operators and their customers.	Meet required legislative timeframes under the LGA and CAA.	Meet required legislative timeframes.	Meet required legislative timeframes.

	Implement an effective Safety Management System (SMS).	Continue to implement the SMS.	Continue to implement the SMS.
	Achieve overall decline in incidents.	Overall incidents decline or do not increase.	Overall incidents decline or do not increase.

7.1 Further Explanation

Any abbreviations and technical terms used in the table are defined below:

- CAA refers to the Civil Aviation Act 1990.
- LGA refers to the Local Government Act 2002.
- MoT refers to the Ministry of Transport.
- SMS refers to the Airport's Safety Management System.
- WDC refers to Whangarei District Council.

8 Information to be Provided Throughout the Financial Year

8.1 Monthly Reports

The Airport will provide a monthly report on the organisation's financial position. This will include:

- A statement of the monthly financial position.
- Variance reporting on revenue and expenditure; comparing actual figures to estimated figures.

The monthly report will be provided to the Airport Authority Board via Council's Property Manager/Finance Team.

8.2 Half-yearly Report

The Airport will provide Council and the Ministry of Transport with a half-yearly report on its operations. The half-yearly report will be provided within 2 months of the first half of the financial year ending (28 February 2021). The report will include:

- Commentary on operations for the relevant six-month period, including commentary on both the financial and non-financial results.
- A comparison of performance against the objectives and performance targets set out in the statement of intent.
- Un-audited financial statements including a statement of financial performance, statement of financial position, cashflow statement, and notes to the financial statements.
- Financial forecast for the balance of the year.

The format of the half-yearly report will be similar to this statement of intent.

8.3 Annual Report

The Airport will provide Council and the Ministry of Transport with an annual report on that Airport's operations for that year. The annual report will be provided within 3 months of the financial year

ending (by 30 September 2021). The annual report will include all the information necessary to enable an informed assessment of operations, including:

- A comparison of the performance targets and measures outlined in this statement of intent, and the actual performance of the Airport for the financial year.
- Any material variances from the expected performance of the Airport, and explanations for those variances.
- The amount of any compensation sought or obtained from Council or the Ministry of Transport.
- Audited financial statements for the financial year including a statement of balance sheet, statement of income, statement of movements in equity, statement of cash flows, and notes on the financial statements to be presented in a standard format.
- An independent auditor's report on the financial statements and the performance targets and other measures by which the Airport's performance against its objectives may be judged.

The format of the annual report will be similar to this statement of intent.

8.4 No Surprises Approach

To ensure there is timely notification of any major issues, the Airport commits to a no surprises approach beyond the formal reporting requirements.

This means that Airport management (Northland Aviation Limited) will proactively inform Council and the Ministry of Transport, when the Airport's operations could; create a major issue for the Airport or Council, trigger public interest, have political implications, or gain significant media attention. Management will report to Council staff via email.

Management will seek Council and the Ministry of Transport's approval prior to any extraordinary expenditure.

9 Distribution of Accumulated Profits and Capital Reserves

There is no distribution of accumulated profits or capital reserves to the joint venture partners during the year.

10 Estimate of Commercial Value of the Shareholders' Investment

The commercial value of the partners' investment is set out in the statement of accounting policies included in this statement. It is noted that the land is a restricted asset and revaluation on a commercial basis would be misleading. The financial statements for the year ended 30 June 2019 record the total equity in the partnership of \$4,789,696 (2018 \$4,934,425).

11 Compensation Sought or Obtained

The Airport is not currently seeking any compensation from Council or the Ministry of Transport. Any compensation sought or obtained will be detailed in the annual report.

Council has a provision in its capital estimates for the expenditure of funds on non-aviation related items as a community contribution to amenities at the Airport, and occasional capital sum investment in the assets owned by Council at the Airport.

Appendix 1: Accounting Policies

Statement of Accounting Policies

1.1 Reporting entity

The Whangarei District Airport is a Council controlled organisation as defined under section 6 of the Local Government Act 2002. The Airport is administered by the Whangarei District Council in a joint venture operation with the Ministry of Transport and is domiciled in New Zealand.

2 Significant accounting policies

2.1 Basis of preparation

All transactions in the financial statements are reported using the accrual basis of accounting.

The financial statements are prepared on the assumption that the Airport will continue to operate in the foreseeable future.

The Board has elected to apply PBE SFR-A (PS) Public Benefit Entity Simple Format Reporting Accrual (Public Sector) on the basis that the Airport does not have public accountability (as defined) and has total annual expenses of less than \$2 million.

Goods and services tax

The Airport is registered for GST. All amounts in the financial statements are recorded exclusive of GST, except for debtors and creditors, which are stated inclusive of GST.

Functional and presentation currency

The financial statements are presented in New Zealand dollars and all values are rounded to the nearest dollar (\$) . The functional currency of the Entity is New Zealand dollars.

The financial statements are presented in New Zealand dollars.

2.2 Revenue and expenses

Revenue comprises the fair value of the consideration received or receivable for the sale of goods and services, excluding Goods and Services Tax, rebates and discounts. Revenue is recognised as follows:

(i) Grants

Council, government, and non-government grants are recognised as revenue when the funding is received unless there is an obligation to return the funds if conditions of the grant are not met ("use or return condition"). If there is such an obligation, the grant is initially recorded as a liability and recognised as revenue when conditions of the grant are satisfied.

(ii) Interest income

Interest revenue is recorded as it is earned during the year.

(iii) Sale of services

Revenue from the sale of services is recognised when the services are provided to the customer.

(iv) Administration, overheads and other costs.

These are expensed when the related service has been received.

2.3 Income tax

Tax expense is calculated using the taxes payable method. As a result, no allowance is made for deferred tax. Tax expense includes the current tax liability and adjustments to prior year tax liabilities.

2.4 Bank accounts and cash

Bank accounts and cash include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

Bank overdrafts are shown as current liabilities in the statement of financial position.

2.5 Debtors

Debtors are initially recorded at the amount owed. When it is likely the amount owed (or some portion) will not be collected, a provision for impairment is recognised and the loss is recorded as a bad debt expense.

2.6 Property, plant and equipment

Property, plant, and equipment is recorded at cost, less accumulated depreciation and impairment losses.

(i) Asset sales

For an asset to be sold, the asset is impaired if the market price for an equivalent asset falls below its carrying amount.

(ii) Use of assets

For an asset to be used by the Airport, the asset is impaired if the value to the Airport in using the asset falls below the carrying amount of the asset.

Depreciation

Depreciation is provided on a straight-line basis at rates that will write off the cost of the assets over their useful lives. The useful lives of major classes of assets have been estimated as follows:

Class of PP&E	Estimated useful life
Land	Indefinite
Airside	0-140 years
Buildings	4-40 years
Landside	0-140 years
Sundries	5-67 years
Services	0-40 years

2.7 Investments

Investments comprise investments in terms deposits with banks.

Deposits with banks are initially recorded at the amount paid. If it appears that the carrying amount of the investment will not be recovered, it is written down to the expected recoverable amount.

2.8 Creditors and accrued expenses

Creditors and accrued expenses are measured at the amount owed.

2.9 Lease expense

Lease payments are recognised as an expense on a straight-line basis over the lease term.

2.10 Tier 2 PBE Accounting Standards applied

The Airport has not applied any Tier 2 Accounting Standards in preparing its financial statements.

2.11 Changes in Accounting Policies

There are no changes in accounting policies.

Appendix 2: Forecast Financial Information

PROSPECTIVE STATEMENT OF COMPREHENSIVE INCOME

	BUDGET 30 June 2021	BUDGET 30 June 2022	BUDGET 30 June 2023
Income			
Landing fees	227,838	350,000	400,000
Sundry income advertising	2,000	11,000	14,000
Other Recoveries	-	6,000	6,367
Operational Recoveries	20,000	40,000	41,616
Rent received	128,000	145,000	160,000
Interest received	500	800	1,000
Carpark Income	40,000	120,000	145,000
Total Income	418,338	672,800	767,983
Less Expenses			
Airfield Expenses			
Drainage	1,000	5,306	5,000
Fencing	1,000	2,040	2,000
Grounds R&M	30,000	46,693	39,245
Runway R&M	10,000	10,612	10,000
Lighting R&M	20,000	26,530	26,530
Other R&M	12,000	26,530	26,530
	74,000	117,711	109,305
Terminal Expenses			
Insurance	19,164	20,122	21,128
Cleaning	22,500	33,959	33,959
Advertising	2,300	6,684	6,684
Rates	22,224	23,001	23,806
Electricity	35,000	42,448	43,297
Weather station	4,000	5,000	3,600
Security	10,200	10,404	10,404
Water	1,769	1,840	1,900
R&M	30,000	30,000	5,000
Administration	-	200	200
Other Expenses - Terminal	5,000	-	10,616
	152,156	173,658	160,594
Administration Expenses			
Management Fee	328,982	335,233	341,938
Telephone	1,500	1,698	1,732

Audit fees	24,000	26,000	26,530
Accounting Fees	10,000	11,500	11,500
Bank Fees	5,500	6,000	6,120
Certification	2,500	3,000	7,040
Conferences	-	4,775	4,871
Other Expenses	4,000	3,500	3,570
Other Professional fees	3,000	18,000	23,000
	379,482	409,706	426,300
Total Expenses before depreciation	605,638	701,075	696,200
Net Surplus (Loss) before depreciation	(187,300)	(28,275)	71,783
Depreciation	221,624	241,874	308,074
Net Surplus (Loss) before tax	(408,925)	(270,150)	(236,291)
Tax Expense	-	-	-
Net Surplus / (Deficit)	(408,925)	(270,150)	(236,291)

	30 June 2021	30 June 2022	30 June 2023
Capital Expenditure			
Avis compound expansion	26,000		
Security and Flood Lighting		50,000	
Drainage and Pathways		120,000	
Car park Extension		90,000	
Power & Capacity Upgrade		19,000	
Lighting and Navigational Aids upgrade		100,000	
Runway reseal			500,000
Taxiway Sealing			95,000
Apron			350,000
Total capital expenditure	26,000	379,000	945,000

PROSPECTIVE STATEMENT OF MOVEMENTS IN EQUITY

	30 June 2021	30 June 2022	30 June 2023
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Opening Equity as at 1 July	4,548,577	4,139,653	4,279,503
Capital Contribution	-	410,000	875,000
Plus Profit (Loss) for the year	<u>(408,925)</u>	<u>(270,150)</u>	<u>(236,291)</u>
Total increase/(decrease) in equity	<u>(408,925)</u>	<u>139,850</u>	<u>638,709</u>
Closing Equity as at 30 June	4,139,653	4,279,503	4,918,212

PROSPECTIVE STATEMENT OF FINANCIAL POSITION

	30 June 2021	30 June 2022	30 June 2023
Equity	4,139,653	4,279,503	4,918,212
Total Equity	4,139,653	4,279,503	4,918,212
Current Assets			
Cash and Cash equivalents	656	3,381	5,165
Trade and other receivables	<u>66,509</u>	<u>66,509</u>	<u>66,509</u>
	67,165	69,890	71,674
Current Liabilities			
Trade and other payables and accruals	77,220	77,220	77,220
Working Capital	<u>(10,055)</u>	<u>(7,330)</u>	<u>(5,546)</u>
Non Current Assets			
Property plant and equipment	4,149,707	4,286,833	4,923,758
Total Net Assets	4,139,653	4,279,503	4,918,212

Appendix 3: Capital Investment Plan

Whangarei District Airport: Capital Investment Plan 20/21

Schedule	Task	Comments	Cost Est	Priority
2020-21				
Vehicle Compound (Avis)	Lease expansion and storage	Return on investment	\$26,000	HP
Total			\$26,000	
2021 - 2022 Pending long term future of Airport at Onerahi				
Car park extension	Development - manage increased parking requirements	return on investment	\$90,000	HP
Security Flood Lighting	Improving Security, gates, lighting and flood lighting of main parking areas and roads outside Terminal		\$50,000	HP
Power & Capacity Upgrade	Required for any further development.		\$19,000	HP
Lighting and Navigational Aids upgrade		compliance	\$100,000	HP
Drainage and pathways	Drainage and pathways upgrade		\$120,000	HP
Purchase of Airways Navigational Asset		opportunity	\$80,000	DEV
Solar Power Generation	Reduce Carbon footprint - Sustainable power source for operational needs	return on investment	\$250,000	DEV
Total			\$709,000	
2022 -2023 onwards Pending long term future of Airport at Onerahi				
Apron	Extension		\$350,000	HP
Sealed Area. - Runway	Reseal - Scheduled for 2023, could be deferred.	assumed life to 2023/24	\$500,000	HP
Taxiway Sealing	recoat existing taxiway seal		\$95,000	HP
Total			\$945,000	



HP-High priority LP- Low priority Dev- Development Opportunity

Only High Priority Capital Projects have been included in the 2020-21 Statement of Intent and are subject to MoT and WDC approval.

5.1 Operational Report – Corporate Group – June 2020

Agenda: Strategy, Planning and Development Committee
Publish Date: 18 June 2020
Reporting officer: Alan Adcock (General Manager – Corporate/CFO)

1 Purpose

To provide a brief overview of work across functions and services that the Corporate Group is responsible for.

2 Background

The Strategy, Planning and Development Committee terms of reference list key responsibilities which include provision of an operational report from the Corporate Group.

This report provides a brief overview of some of the operational highlights across functions and services of the Corporate Group, including comment on some future planned activities.

3 Significance and engagement

The decisions or matters of this agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via agenda publication on the website.

4 Attachment

Corporate Group Operational Report – June 2020

Operational Report – Corporate Group – June 2020

Information Communications Technology (ICT)

The ICT department is an enabler to the organisation providing technology project management and maintaining all ICT systems and applications to support business processes.

ICT Operations

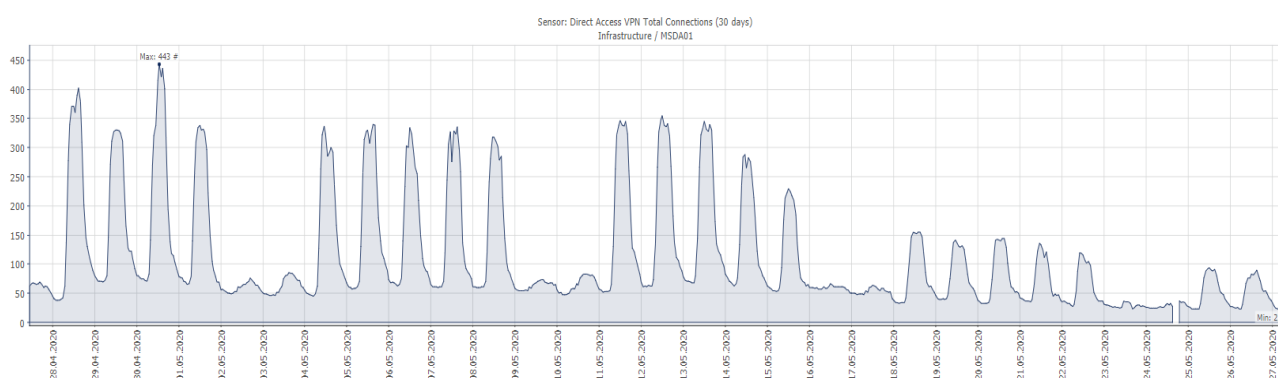
Regular upgrades of network devices (software and hardware), maintenance of ICT systems and applications, upkeep of ICT infrastructure and security continues to be the main focus of the ICT Operations team.

ICT Operations also has responsibility for directly managing contracts with most vendors and suppliers of technology – such as software licencing, service desk, network links, infrastructure (hardware & software) and cloud services. Vendor management meetings and discussions are on-going to ensure levels of service are consistently maintained, if not improved.

As there is, now more than ever, an emphasis on “work from anywhere” the team is required to ensure our corporate systems are adequately protected and monitored. We are therefore working on an enhanced Security Strategy in line with the Government Cyber Security bureau (GCSB) security policy framework, i.e. the NZ information Security Manual. Once the strategy is approved, we will start actioning any remediation tasks based on priority.

Our primary focus this month is to ensure all staff equipment is returned to the office and working as before. There is still significant effort being made to ensure Council meetings run smoothly via the VMR and to allow live streaming.

The figure below shows the number of staff remotely connecting to our corporate environment over the last 30 days (28 April – 27 May).



Priority tasks May/June:

- Establishing updated remote access servers
- Testing the latest Windows Feature upgrade (1903) to be deployed when staff return to the office
- Continuing the remediation tasks as highlighted by the third-party Security report
- Assisting with Council meetings via the VMR
- Assisting/supporting the SCADA upgrade project and Lutra implementation
- Preparing for financial year-end
- Technical lead/support for ICT Projects – SIGMA, GIS viewer replacement, Digital Platform, CiA, Microsoft Teams.

ICT Projects

All ICT projects have been progressing during lockdown, albeit with some schedule changes to accommodate collaboration with third parties remotely.

Project	Description	Current Status	Comment
Technology One Ci to Ci Anywhere (CiA)	Next software upgrade of core Council system	Delayed	Stream 1: Final support and minor improvements to system followed by handover of support to operational staff Stream 2: Was planned to go live late 2020, however with COVID-19 causing delays several areas, a delay is inevitable. Re-planning is underway, and a revised go-live date will be proposed to steering committee shortly.
Digital Platform	Review and redevelopment of Council websites	Delayed	Continued to support BAU requests using Open Forms to create and publish various online forms. The WDC Design Team has decided on the home page design. Open Cities has started the finalisation of design and started build. However, due to the lack of resource availability the WDC website has fallen behind schedule by 8 weeks. WDC started website asset management on 26 May 2020.
Digitisation	Converting physical property files into digital format	Delayed	Due to resourcing constraints a handover has been organised for a new analyst to be brought up to speed and take on the work. COVID-19 and the IANZ audit forced us to use Digital applications with a lot of workarounds behind the scenes. The process is now being thoroughly examined to ensure it meets all requirements after which it can be adopted.
Library Returns Sorter Project	An automatic returns sorter for the Central Library.	Delayed	Project was on hold for 8 weeks due to COVID-19. Since Level 2, re-planning has commenced to progress the procurement phase of the project.
SIGMA	Asset management migration and upgrade of GIS	Delayed	Steering committee has approved go-live in November 2020. Progress has been made with data migration and the key business users now have visibility of the data in the new test system
Microsoft Teams Deployment	Roll out of MS Teams - a collaboration platform to not only replace Skype for Business but also provide additional functionality	On Track	The project will be delivered in phases. For the first phase, a minimum viable product has been identified which is a like for like replacement of Skype for Business. Information Management governance has also been applied to ensure data preservation, retention and disposal.

Finance

2020-21 Annual Plan

Finance staff are currently working with budget managers to allocate their portion of operational budget cuts over their Annual Plan budgets. For the purposes of the draft Annual Plan and consultation supporting documents, a centralised approach to the operational budget cuts was taken. This step now provides Department Managers with the flexibility to determine the most appropriate budget lines to reduce. This re-allocation exercise will have minimal impact on the final financial statements and budgeted surplus, but will provide a clearer starting point for department managers to manage their budgets for the year ahead.

Staff are also investigating other potential sources of operational budget savings in the year ahead to enable budget to be diverted to those areas at risk of maintaining levels of service with the reduced budget.

2019-20 Annual Report

Staff have met with Audit New Zealand to discuss the year end final audit and potential issues caused by COVID-19, particularly in relation to valuations and fair value assessments. Audit guidelines have been provided to our valuers to ensure they have considered questions raised by Audit New Zealand while performing their valuation.

No significant issues were identified during the interim audit, and we are currently awaiting receipt of the interim audit report.

Audit New Zealand have indicated there may be resourcing and timing issues within their organisation due to COVID-19. However, to date we have not been advised of any impact on planned dates for the year end audit.

2021-31 Long Term Plan

Initial planning for the 2021-31 Long Term Plan is underway. The ten year budget model will be developed in Enterprise Budgeting (budgeting module within Technology One) over the coming month.

CiA Upgrade

Finance staff continue to familiarise themselves with the new system, and provide support and training to the wider organisation for the Purchase to Pay process. With the recent retirement of our Accounts Payable Administrator, other members of the finance team are performing the tasks of this role to ensure our suppliers continue to receive prompt payment. This vacancy will be considered as part of the Council wide redeployment programme.

Additional work involving the customisation and use of dashboards (a new feature of the upgrade) is currently being undertaken. It is envisaged that this will be a useful tool to provide department managers with a 'live' snapshot of their spend against budget. Having visibility and instant access to this information will be of increased importance as we head into what will be a difficult financial year.

Revenue

Property, rating and receivable transactions

- Most of the team returned to the office on 18 May following training the previous week, by the COVID-19 team, on how to work safely when meeting customers. Understandably there has been concern for us and our customers.
- We continue preparations for the year end and the year start.
- There were 197 property sales this month, this is 30% down on May last year. We are tracking at 93% of last year.

Water

- Water billing is not at normal levels. Some properties were vacant during the pandemic so had lower than normal consumption, some had higher consumption maybe due to higher occupancy or the dry summer, while others are lower due to water saving actions.

Collection and recovery

- Prior years' land rate arrears are \$1.5 million (222 properties) (including \$1.2 million (136 properties) for Maori Freehold Land). There was minimal movement again this month.
- There is \$3.6 million current year rates due 20 June which is 18% of April's current year's rate balance. Counter payments were 57% of last year, despite only being open for 11 of the 21 days.

Deferral of 4th Rates Instalment

As part of Council's COVID-19 response we extended the due date for the last rates instalment to 20 June. As well as publicising this through Council News in the Northern Advocate, radio, WDC website and Facebook; we emailed or wrote to all ratepayers who pay their rates by direct debit.

Since then we have changed the payment date for more than 330 direct debts ((\$680,000 of rates) and have been contacted by more than 100 ratepayers to discuss other payment options.

It is estimated almost 1700 ratepayers (\$1.3 million) deferred their payment of the 4th instalment

Business Support

Information Management (IM)

Kete Review

As noted in the previous report the Kete Review project has officially ended. Key highlights in the success of this work are:

- 48% drop in records without supporting metadata – this will improve significantly the ability to manage these over time
- 39 workshops delivered – all with positive feedback on the value gained from attending
- Training packages and tutorial videos developed for ongoing training
- Marked increase in Kete use in areas where it was lacking.

While the project has ended support and ongoing training delivery remains a focus of the Information Management Team.

DigiHub

Resourcing for the DigiHub team is being reviewed considering the loss of production during COVID-19 restrictions as well as the opportunity for redeployment of staff to improve the production levels.

Procurement

Procurement Manual

An agenda item is currently being prepared for approval of the reviewed Procurement Policy. This is the result of substantial work by staff and aligns Council with procurement practice in the Local Government sector, in particular the updated Government Procurement Rules. This review has been completed in conjunction with writing a new Procurement Process Manual (the Manual) that reflects the principles of the Policy, and the development of templates and checklists that follow the operational processes outlined in the Manual.

Updated templates that are relevant to the existing policy are progressively being published, and preparations being made to publish the remainder of the templates when the updated policy to which they refer is approved.

Travel Policy

Council's Travel Policy is due for review, so work has started on updating the policy to reflect current best practice and to ensure it is aligned with other Council policies and strategies and guidance from MBIE and the Auditor General.

Procurement

Since returning to the office there has been a noticeable increase in requests for procurement advice and assistance from staff across the organisation. Many of the projects have been impacted by COVID-19 in some way, and staff are working hard to find savings while still providing the most suitable solutions.

Major work streams in procurement this month have included:

Service/Good Being Procured	Detail	Procurement Commencement Date	Business Owner	Date Advertised on GETS	Expected End Date
Civic Centre project	To assist the Civic Centre team with requirements around procurement aspects	External procurement consultant engaged June 2018	All of Council	31 Oct 18	Ongoing involvement through design and construction phases
Waahi Whakaritea Kaupapa	Event Booking System	V&E Commenced November 2019	V&E	30 January 2020	June 2020
Old Municipal Building	Providing Procurement advice on procurement and purchasing decisions	October 2019	Community	To be determined	Ongoing

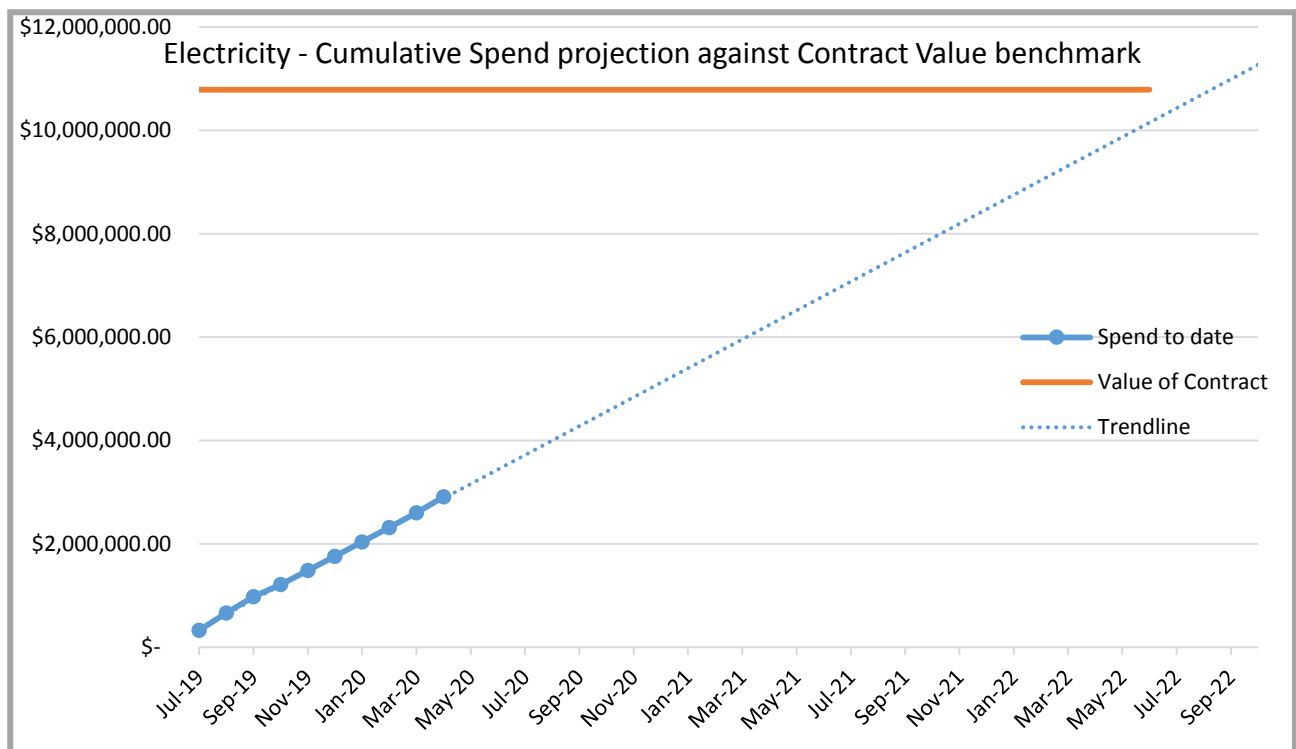
Service/Good Being Procured	Detail	Procurement Commencement Date	Business Owner	Date Advertised on GETS	Expected End Date
EFTPOS	Provision of EFTPOS services to Council	February 2020	Business Support	To be determined	October 2020
Sound upgrade	Upgrade of Sound equipment at Stadium for Rugby World Cup	June 2020	Venues and Events	To be determined	To be determined
Generator	Generator for Stadium for Rugby World Cup	June 2020	Venues and Events	To be determined	To be determined
Big Screen	Big screen for Stadium for Rugby World Cup	June 2020	Venues and Events	To be determined	To be determined

General procurement support and advice continues to be available across the business and at the weekly Procurement Clinic.

Electricity

The Electricity Supply Contract with Genesis now has ten months of supply information available. This data has been charted to monitor spend against expected cost. As shown in the chart below, projected spend is currently within expected cost over the three-year life of the contract. It is important to bear in mind that there are a number of variables that influence spend that are not predictable and cannot be accurately accounted for in advance. These influencing factors include:

- Line charge fluctuations
- Rainfall, weather events and seasonal fluctuations whose effects include:
 - Pumping from rivers in dry years
 - Pumping for the Hikurangi Flood Management Scheme during flood events
 - Additional flow to WWTP in high rain events
- Time of use (TOU) charges
 - What time of day large plant is running at high capacity
 - TOU charges vary between years – prices will trend down in Y2 and Y3.



Property – Fleet – Phones – Leases and Licenses

The month was busy with continuing support for the organisation and the transition to Alert Level Three and then Level Two. This work is ongoing and will see the team continuing to work across the organisation to ensure standards of hygiene are maintained.

Supplies of Personal Protective Equipment have continued to be sporadic and much time has been spent collating orders for various departments, sourcing and distributing the required items.

Fleet vehicles are still allocated to essential services and specific departments. Once we are at Alert Level One the fleet will go back to normal. Vehicle servicing and repairs are now able to be completed and a backlog of these are being worked through as vehicles and service providers are available.

Support is being provided to District Development, Community Development and Parks and Recreation in regard to proposed rent relief packages. This includes reviewing and collating rents and operational charges to allow department managers to provide accurate forecasting and the financial implications of any proposed rent relief.

Preparations for the transition to Alert Level One are now beginning in collaboration with the Corona Virus Watch Team and customer facing departments such as Customer Services, Libraries and i-sites. This will include safer waiting areas and provision of sanitising stations for customers as well as signage.

We have had a number of installations over the last few weeks. Additional lighting has been installed in the Forum North carpark. These are 'smart' solar lights which will be able to be reused in other areas in the future. Garden boxes have been installed at the Library to replace low carpark markers where there were a couple of health and safety incidents. Finally, a new front desk has been installed at reception in Customer Services, again to assist with physical distancing for our staff and customers.

Business Support Projects (Updates, Delays or Deferrals)

Project	Current Status	Comment
Kete Review	Completed	Completion Report currently being prepared.
Information Management Plan	Delayed	Options analysis for archives exit is in final draft stages. Policy development underway.

Communications

Digital Platform project

The design of the new WDC website home page has significantly progressed this month following design workshops with internal stakeholders. A draft home page is being finalised currently by OpenCities. Work has also progressed on building the 'backend' file structure and the high-level navigation has also been confirmed.

Mayoral Communications

As we move through the lockdown levels, the Mayor is moving back into attendance at events. The Mayoral Column is still being published every fortnight, loaded onto the Whangarei District Council website, and shared on Facebook where appropriate. We are supporting with responses to media enquiries and facilitate a two-way flow of information around organisational projects and events.

Media

Media issues of note include:

- Water savings/restrictions across Northland
- COVID-19 impacts/recovery
- Rates
- Annual plan
- Elected member remuneration.

Communications projects

A summary of campaigns of note include:

Campaign	Comment
Annual Plan	A campaign to support the Annual Plan consultation has run over the consultation period across print, radio, social media, and website.
Water situation	The Communications team has been posting water conservation billboards, signs, messages on Facebook, the website, in Council News and liaising with local media who have run several stories. We are currently benefitting from more national coverage with a lot of attention on Auckland's water situation. Our focus for the coming winter months will be on #fillthedam, which is a more positive water saving angle which talks to the 3 things that will make a difference (water saving, infrastructure, and rainfall).

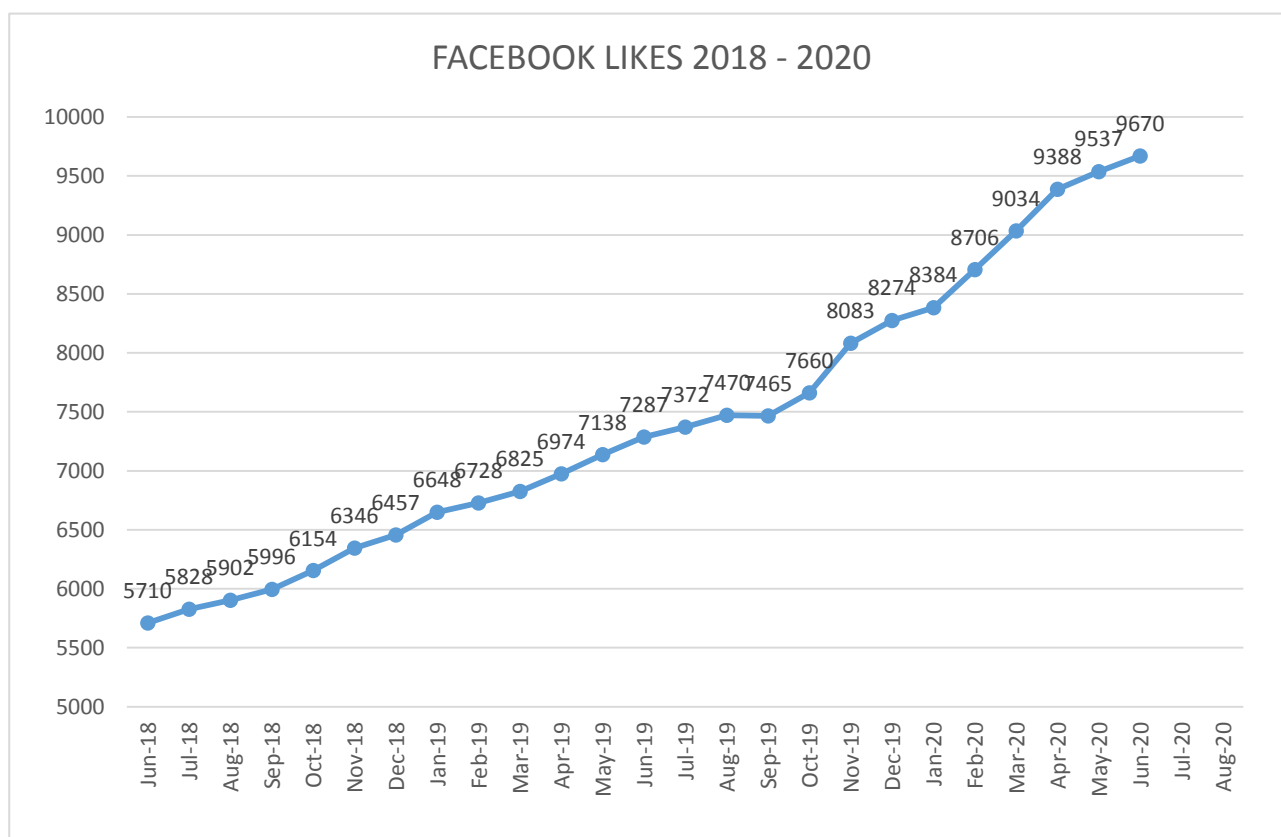
Social media

Top three highest posts reach on Facebook in May 2020 – refer to Appendix 1 for details.

Topic	Engagement
Free Parking to support CBD reopening	<ul style="list-style-type: none"> 26,800 people reached 896 reactions, comments and shares
Parihaka to go Smokefree	<ul style="list-style-type: none"> 13,000 people reached 797 link-clicks, reactions, comments and shares
Whau Valley Dam – HD narrative video with aerial footage	<ul style="list-style-type: none"> 37,200 people reached 1,300 link-clicks, likes, comments and shares >10% “thru-plays” (people who watched the full video)

Facebook audience/followers

At the time of this report the page has 9670 Likes, reflecting growth of 133 in the last month.



Website

Top 5 pages visited

April (<i>previous report</i>)	May 2020
<ul style="list-style-type: none"> • Rubbish Disposal (transfer stations) 	<ul style="list-style-type: none"> • GIS maps
<ul style="list-style-type: none"> • GIS Maps 	<ul style="list-style-type: none"> • Cemeteries
<ul style="list-style-type: none"> • Water Storage (dam levels) 	<ul style="list-style-type: none"> • Water Storage (dam levels)
<ul style="list-style-type: none"> • Contact Us 	<ul style="list-style-type: none"> • Contact Us
<ul style="list-style-type: none"> • District Plan (new) 	<ul style="list-style-type: none"> • Pay rates online
Notably popular pages: <ul style="list-style-type: none"> • Rates database search • COVID-19 information 	<ul style="list-style-type: none"> • COVID-19 page is now the 14th most visited page on the website and its popularity is still dropping. Today's website statistics appear basically "back to normal" for this time of year.

People and Capability


COVID-19

As we moved from Level 3 to Level 2 we have had more people moving back into the office environment. There has been a lot of discussion about the learnings to be taken from the different way of working through the lockdown period. People are working on bringing some of those different work practices with them as they return to the office. Utilising skype for meetings rather than travelling to and from meetings is just one example.

Appendix 1

Social media (top performing posts)


Post



Whangarei District Council
Published by Katy Davidson [?] · 31 May at 10:27 · 🌐

A Whangarei landmark has become the first smokefree and vape-free maunga in Te Tai Tokerau, and one of the first in Aotearoa.

A blessing was held at the summit of Mt Parihaka this morning officially declaring the mountain a smokefree and vape-free outdoor space on World Smokefree Day.

Kaumatua Winiwini Kingi, one of many descendants of the last paramount rangatira on Parihaka maunga, says it has historical mana and will always be a place of significance for the hapu and the con... [See more](#)





Get more likes, comments and shares
 When you boost this post, you'll show it to more people.


13,039
 People reached


3,319
 Engagements


Boost Post



 Lei Tufuga, Lynne Halton and 462 others

36 Comments 47 shares



 Like


 Comment


 Share



Post



Whangarei District Council: Whau Valley Dam is at 45%...


Alarming new aerial footage of the Whau Valley Dam shows exactly why water restrictions are in force. It may be coming in to winter now, but this enormous dam will take many months of rain to fill up. We're asking everyone - please - to save water at home and at...

1:28 · Uploaded on 18/05/2020 · Owned · Appears once · View permalink · Copy video ID

Total video performance

Minutes viewed	13,111
1-minute video views	4,629
10-second video views	15,206
3-second video views	28,666
Average video watch time	0:13
Audience retention	
Audience and engagement	

Post




Whangarei District Council

Published by Craig Neilson [?] · 15 May at 12:38 ·

Parking is free in Whangarei until 1 June, just to make things a little easier as we all get used to COVID-19 Level 2.

While there are no fees, we do need drivers to stick to the parking time limits – that way people getting to the shops for the first time in weeks will be able to find parking.

We don't want anyone parking all day in a limited parking time zone outside shops – that would not be in the spirit of the fee-free fortnight, so our wardens will be keeping an eye on time limits and delivery zones.



Performance for your post

26,772 People Reached

896 Reactions, comments & shares

500 Like	222 On post	278 On shares
57 Love	32 On post	25 On shares
3 Haha	0 On post	3 On shares
4 Wow	1 On post	3 On shares
1 Sad	0 On post	1 On shares
149 Comments	75 On Post	74 On Shares
183 Shares	183 On Post	0 On Shares

3,193 Post Clicks

828 Photo views	0 Link clicks	2,365 Other Clicks
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NEGATIVE FEEDBACK

15 Hide post	1 Hide all posts
0 Report as spam	0 Unlike Page

Reported stats may be delayed from what appears on posts

5.2 Operational Report – Strategy, Planning and Development – June 2020

Meeting: Strategy, Planning and Development
Date of meeting: 18 June 2020
Reporting officer: Alison Geddes – General Manager, Planning & Development
 Dominic Kula – General Manager, Strategy & Democracy

1 Purpose

To provide a brief overview of work across services that the Strategy, Planning and Development Committee is responsible for.

2 Recommendation

That the Strategy, Planning and Development Committee notes the Operational report for June 2020

3 Background

The purpose of the Strategy, Planning and Development Committee is to update Councillors on operational matters relating to the Strategy, Planning and Development departments.

This report provides a brief overview of some of the operational highlights for May 2020 and provides some further comment on future planned activities.

4 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via [Agenda publication on the website, Council News, Facebook or any other channel you currently use to inform customers – please also advise Communications]

5 Attachment

Operational Report – Strategy, Planning and Development – June 2020

June 2020 Operational Report

Strategy, Planning and Development Operational Report (reporting on May 2020)

Procurement update - Summary of Contracts Approved Under Delegated Authority

This provides a summary of the award process and works being undertaken for contracts awarded under Chief Executive and General Manager delegated authority.

Planning and Development

Strategy

There were no contracts awarded for this period.

Democracy

There were no contracts awarded for this period.

Economic Development

Business Support

District Development staff continue to work closely with Northland Inc and other agencies to gather information on the impacts on COVID-19 on local businesses and to provide the appropriate support.

The initial tranche of funding in the COVID-19 Business Advisory Fund has now been fully allocated and Northland Inc are currently exploring what this means for those local businesses that are midway through the process and have yet to have funds allocated to them. This COVID-19 funding was limited and stood up by Government quickly to target businesses seeking initial advice during Alert Levels 4-3. Nationally, over 8000 businesses register for support. Given how valued this support has been, further funding has been applied for and we are awaiting a decision from Government.

This period of reporting traversed businesses moving from Level 3 to Level 2. As would be expected the positive impact in easing of restrictions has been variable across sectors and business sizes. Many in retail, hospitality and visitor industries are still trading at a level significantly below pre-COVID-19. Job losses are now front of mind for many business owners and employees with talks about redundancies starting to happen across businesses.

Despite these negative impacts, District Development continues to field enquiries from private sector around possible commercial property developments.

District Promotions

Civil Defence

Completion of finance sector status report for the Civil Defence Emergency Management Report.

Destination Marketing Content

Images and copy provided to NZMCA for a multi-pronged, national promotional campaign designed to revitalise responsible Motorhome Tourism. The campaign includes a full-colour

feature magazine encouraging NZMCA members to stop, stay and spend in Motorhome Friendly Towns, of which Whangarei is one.

Images provided to Stuff writer for a story promoting Whangarei as an art destination.

Images and copy provided for the Spirited Women, All Women's Adventure Race event communications.

Copy provided for Venues & Events event attraction proposal.

Advertising

Advertising taken in DestinationNZ, an A4 glossy magazine published twice yearly and delivered to 90,000 readers. It is available throughout the greater Wellington Region, along with i-SITEs, hotels and motels nationwide.

Whangarei District Love It Here! Facebook page

Posts throughout May 2020 focused on sharing local information and good news content. For the month ending 31 May 2020, the [Whangarei District Love It Here!](#) Facebook page achieved:

- 18,239 Likes
- Reached (the number of people who saw a post) over 76,663

Whangarei District Love It Local campaign

The group was launched on 6 May 2020. 1,778 businesses and people have since joined. 267 posts have been made by Whangarei businesses or people looking for recommendations for suppliers of products and services.

Facebook frames have been created and shared. Shop window posters and decals are in production and logo files will shortly be made to businesses and the wider public to use on their assets.

Commercial Property

Commercial Property

A total of \$130K of rent relief for the Level 4 and Level 3 lock down period has been provided to commercial tenancies because of the COVID-19 pandemic. The impact has been significant for many tenancies especially hospitality and visitor/tourism. The move to Level 3 did see a small amount of business return to trade through click and collect but the majority found the restrictions still too limiting. Trade is returning slowly with Level 2 restrictions now in place.

Rent arrears for the month of May 2020 have seen a marked increase. Rent relief credits are being processed and we expect the many payments over the next few weeks reduced although staff will follow up with those who may require further assistance. Despite the situation, the feedback from tenants overall has been very positive. Council's assistance has truly been appreciated with many e-mails of thanks being received

Airport

The airport has remained open over the duration of the lockdown. Level 2 restrictions has seen the return of flights, initially three per week, however demand has provided a seven-day service with published schedules including two flights per day for June 2020. Occupancy has averaged approximately 75%, but at Level 3 capacities which are effectively half the normal rates due to social distancing criteria.

The limited passenger numbers have impacted on parking revenues, rental car hire and café patronage, although there are signs of small improvements. The expected move to

Level 1 in the coming weeks should provide further confidence for more domestic travel and support to such businesses. Unfortunately, this may decrease flight numbers when capacities return to normal.

The terminus roof replacement and improvements project has started. The work was contemplated to align with year 1 of the Statement of Intent, however, work has commenced as per the plan due to weather and the reduced impact on airport users due to the lockdown. Completion is expected to be completed by mid-June 2020.

Strategy

Annual Plan and Long Term Plan

Through the Corporate Planning Steering group staff have been working on the Annual Plan. The consultation period will close on 4 June 2020, following which deliberations will held on 16 June 2020. Adoption of the Annual Plan is scheduled for an extraordinary Council Meeting on 9 July 2020.

Work has also continued on the 2021 – 31 Long Term Plan. The vision and strategic drivers for this LTP were endorsed by Council in May 2020. This has now set the direction for the next stage of work which includes key information briefings for Council on topics such as infrastructure, development contributions, rates and revenue and finance policy.

Placemaking Programme

Elected members received an update on this programme at a Council Briefing on 6 May 2020. Work is ongoing following the Briefing focusing on expert input and preparation for community engagement which will begin on the 8 June 2020 through community-based surveys.

Climate Change

Following a briefing on the 4 February 2020 and 6 May 2020 staff are developing a draft Climate Change Action Plan with detail of resourcing and incorporating the implications of COVID-19. A draft of the Action Plan will be shared with will elected members for input and for direction prior to community input.

Bylaw review programme

Staff are implementing a bylaw review programme to ensure we review our existing bylaws within the statutory timeframes. A briefing will be held on 8 July 2020 to discuss the Camping in Public Places Bylaw and research into Class 4 Gambling.

Whangarei District Growth Strategy

Elected members received an update on this programme at a Council Briefing on 6 May 2020. A large amount of work has been undertaken through the COVID-19 lockdown, to prepare the next draft of the Whangarei District Growth Strategy. These changes are in response to Council briefings held in December 2019, changes in central government policy and incorporating the COVID-19 Response Strategy.

Kaipara Moana

Central government's 2020 Budget identified funding to support environmental job creation. The Kaipara was identified as a potential recipient of funding in government media releases, however the exact amount has not yet been confirmed. Council will receive further updates when information is released by the Ministry for the Environment.

City centre

A briefing was held on 20 May 2020 to provide an overview of the Complete Streets Masterplan. This plan is a key action from the adopted City Core Precinct Plan and provides

an overview of how our public spaces can be changed to support private investment as well as enable greater connectivity in and around our city centre.

Staff are preparing a report and amending the Complete Streets Masterplan in response to the questions and feedback received from elected members.

Staff are working with the District Development team to support the newly formed City Core Inner-city Working Party.

District Plan

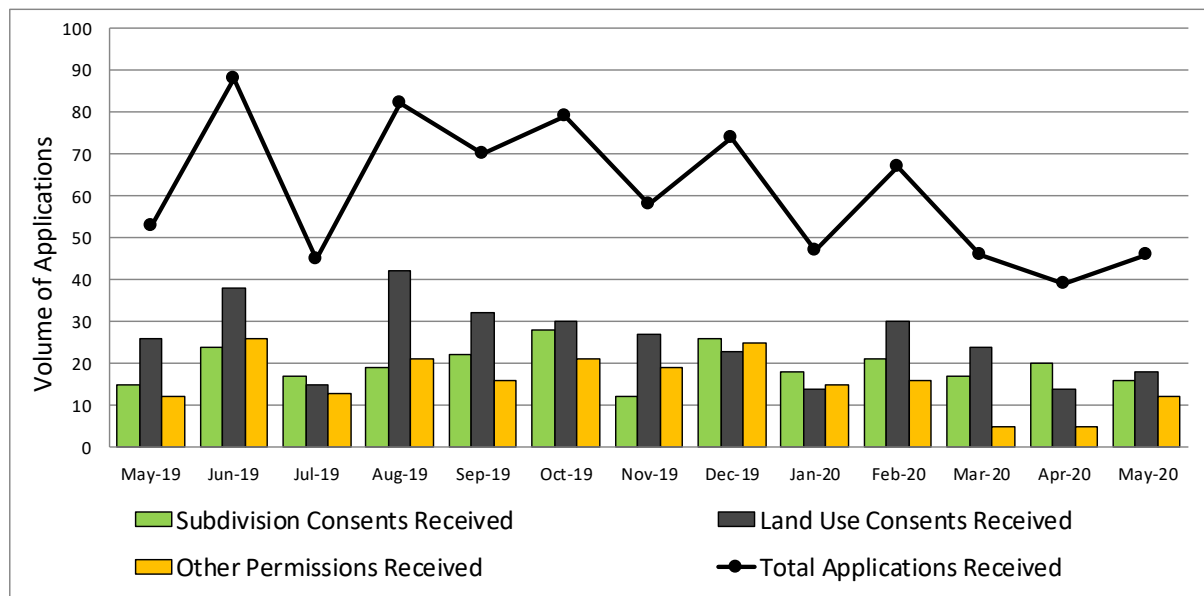
Urban and Services Plan Change Package decision was notified on 3 June 2020, the package is now open for appeal to the Environment Court. The District Plan team have been focused upon training the RMA Consents and Building Project Assessment Team (PAT) to implement the decision. The District Plan website has been updated and interactive maps installed to help users identify decision zones and chapters.

PC150 private plan change application for Marsden City was presented to Council in a briefing on 4 June 2020.

Resource Consents

Resource Consent Processing

The number of applications received in May 2020 totalled 46, an increase from last month and a similar number as received in May 2019. Sixteen (16) subdivision, 18 land-use and 12 other permission applications were received.



Resource Consents

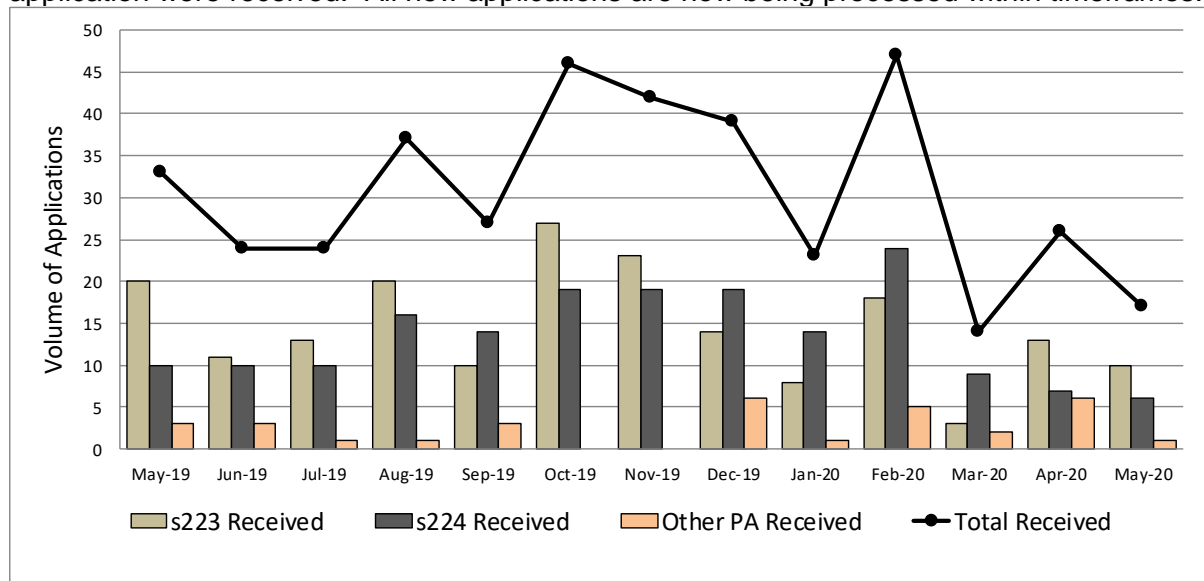
Significant applications received during May 2020 include a new commercial development (supermarket and office space) at Ruakaka and the expansion of a timber importing/processing facility at Marsden Point.

Hearings

No hearings were held during April 2020.

Post-Approval

Seventeen (17) post-approval applications were received for May 2020. This is a decrease from last month and a decrease compared to this time last year. Ten (10) survey plan approvals (s223), 6 completion certificates (s224) and 1 other post-approval related application were received. All new applications are now being processed within timeframes.



Appeals

No new appeals have been received.

Building Department – 27 April – 22 May 2020

Building Consent Performance Indicators

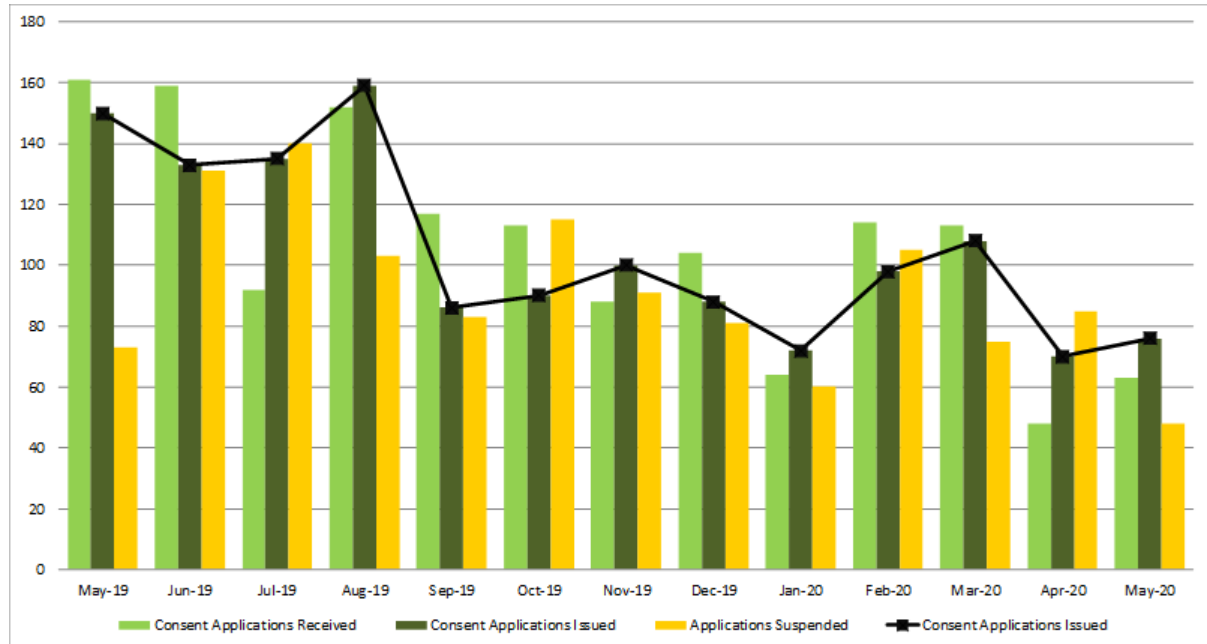
Performance Indicators			
		May	Year's Average To Date
Building Consents	Issued In 20 Days	88%	94%
Inspections (Completed within 48 Hrs)	% Complete Within 2 Working Days	99%	99%
LIMs	% Within 7 Days	71%	77%
LIMs (Statutory Requirement)	% Within 10 Days	100%	100%
PIMs	% Within 5 Days	62%	62%

Building inspections and LIMs are meeting the annual plan requirements in terms of delivery on the year's average percentile. Building consents and PIMs remain at a high level of service delivery and accuracy. During alert Level 3 & 4 staff worked from home and were able to grant and issue applications electronically.

Additionally, during this period, the department went through a 6-day assessment for BCA accreditation using virtual meetings and sharing documents remotely with the accreditation authority (IANZ) and 2 technical experts. The audit findings noted some areas for improvements and rated the department or BCA as low risk with the recommendation of remaining at the 2-year audit cycle.

Building Consents Received, Issued and Suspended

The building consent activity has reduced for this period. The residential activity has now resumed onsite and applications are increasing in volume, however, it is not known what levels will continue at.



Health and Bylaws

Environmental Health

Food Act 2014 – Council's Environmental Health Officers (EHO), in their roles as Food Act Verifiers and during COVID-19 Level 4, 3 and more recently 2, continued to work closely with the Ministry for Primary Industries (MPI) and local food businesses to ensure those businesses that were able to operate, could do so legally and able to provide safe food to their customers. Thus far and under Level 2, MPI required council's verifiers to verify food premises remotely and by focusing on a reduced number of critical control points, whilst still achieving sufficient 'checks' and appropriate outcomes. However, not all food businesses managed to fully comply with Level 3 or 2 restrictions and in total our EHO's received 18 complaints about non-compliant food businesses, from either the Police or MPI. For these we were asked to contact non-compliant businesses (remotely) to remind them of their duties and limitations, which had the desired outcome.

Sale and Supply of Alcohol Act 2012 – The alcohol licensing team continues to contact and remind licensees whose licences come up for renewal, to submit applications to avoid their licences from expiring, whilst there is still a hold on our ability to process and report on such applications. It is anticipated there will be a substantial backlog of applications, once the team is able to process applications again. However, annual inspections of alcohol licensed premises have resumed, with the team focusing on the backlog now.

Health Act 1956 registered premises – Annual inspections of premises registered under the Health Act, such as hairdressers, funeral parlours, offensive trades etc, have resumed and the team is catching up with these as well.

Bylaws

General matters – Since the start of COVID-19 Level 2, all enforcement through our Enforcement Contractor, Armourguard restarted except for parking enforcement which is restarted on 1 June 2020 with regard to Freedom Camping. Since Level 2 and during the month of May 2020, recording of “contact tracing data”, previously only held for the four intercity lockdown sites, expanded to all our freedom camping sites in order to capture the detail of dispersed and newly arrived freedom campers. This additional and previously unforeseen task has had a further financial impact on the department’s budget.

Māori Relationships

Tangata Whenua Chapter District Plan

Māori Relationships have been working alongside the District Plan team on a process for Māori to engage with the review of the Tangata Whenua chapter of the District Plan.

Māori aspirations through this early engagement will inform development of the chapter while also providing a means of progressing the relationship as we work through future reviews of the District Plan.

Central Government funding for Marae Renovations

Funding available from the government could see substantial improvements for marae within Tai Tokerau.

Council are supporting Te Kahu o Taonui who have been lead agency with collecting data for an application.

Māori Participation in Decision Making

With recent recommendations of the Working Group for Māori Participation in Decision Making adopted by Council Te Huinga are providing approved mandates for the Strategic Partnership through to September, while also working through processes to support the development of any Terms of Reference. This will involve a robust reporting mechanism for hapū mandating and consultation.

Democracy & Assurance

The Democracy Team supported a Council Workshop and three Council Briefings via Skype for Business Audio in May 2020.

With the move to Level 2, the Council meeting on 28 May 2020 was held in Chambers with two Elected Members linking in via VMR . It was also livestreamed to the public on Facebook.

An Information Agenda containing information items that would normally be put through to Council and Committee meetings was distributed to Elected Members on 21 May 2020.

Six Liquor Licence applications were put to the District Licencing Committee for decision.

Insurance renewal work has begun to ensure that Council is well placed to renew all insurance policies in a timely manner. Public liability and professional indemnity insurance is due for renewal at the end of June 2020, all other policies renew on 01 November 2020. The nature of our material damage and underground infrastructure policies requires the information to be collated at least 8 weeks prior to renewal so that insurance placement can be considered by

overseas provides in the market. It is anticipated that insurance premiums will increase this year by 10-20%.

Following the actions taken by Council through out the COVID-19 lockdown and the changes anticipated as we move back to Level 1, the Risk Management Framework is being reviewed. This was noted by Council in the meeting on 29 April 2020 and will be progressed during the briefing on 09 June 2020. Following the briefing it is anticipated that a new Risk Management policy will be brought to the Risk and Audit Committee.

Council Controlled Organisations have presented draft statements of intent to Council. Given the impacts of COVID-19 some of these have been changed. Business owners will highlight changes when Statement of Intents are presented to Council.

Council has received 19 new LGOIMA requests since the last Operational report in May 2020. 87 requests have been received since the beginning of 2020. Requests received have covered a variety of topics including; parking enforcement, maintenance of notable trees, freedom camping bylaws, animal welfare, noise complaints and the employee code of conduct.

Analysis of submissions on the 2020-21 Annual Plan is underway in preparation for Deliberations on 16 June 2020.

RESOLUTION TO EXCLUDE THE PUBLIC

That the public be excluded from the following parts of proceedings of this meeting.

The general subject 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(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

1.	The making available of information would be likely to unreasonably prejudice the commercial position of persons who are the subject of the information. {Section 7(2)(c)}
2.	To enable the council (the committee) to carry on without prejudice or disadvantage commercial negotiations. {(Section 7(2)(i))}.
3.	To protect the privacy of natural persons. {Section 7(2)(a)}.
4.	Publicity prior to successful prosecution of the individuals named would be contrary to the laws of natural justice and may constitute contempt of court. {Section 48(1)(b)}.
5.	To protect information which is the subject to an obligation of confidence, the publication of such information would be likely to prejudice the supply of information from the same source and it is in the public interest that such information should continue to be supplied. {Section 7(2)(c)(i)}.
6.	In order to maintain legal professional privilege. {Section 2(g)}.
7.	To enable the council to carry on without prejudice or disadvantage, negotiations {Section 7(2)(i)}.

Resolution to allow members of the public to remain

If the council/committee wishes members of the public to remain during discussion of confidential items the following additional recommendation will need to be passed:

Move/Second

"That _____ be permitted to remain at this meeting, after the public has been excluded, because of his/her/their knowledge of Item _____.

This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because _____.

Note:

Every resolution to exclude the public shall be put at a time when the meeting is open to the public.