Whangarei District Council

Strategy, Planning and Development Committee Agenda

Date:	Thursday, 15 October, 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.

Pages

1. **Declarations of Interest**

2. **Apologies**

3. **Confirmation of Minutes of Previous Strategy, Planning and Development Committee Meeting**

   3.1. Minutes Strategy, Planning and Development Committee held 17 September 2020 — 7

4. **Decision Reports**

   4.1. Mana Whakahono a Rohe Agreement with Patuharakeke — 11

   4.2. Whangarei District Council Report on Dog Control Policy and Practice 2019 2020 — 31

5. **Information Reports**

   5.1. COVID-19 Relief Package Update — 43

   5.2. Operational Report - Strategy, Planning and Development October 2020 — 87

   5.3. Operational Report - Corporate Group - October 2020 — 101

6. **Public Excluded Business**

7. **Closure of Meeting**

Recommendations contained in the agenda are not the decisions of the meeting.

Please refer to minutes for resolutions.

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.

Whangarei District Council

Item 3.1

Strategy, Planning and Development Committee Meeting Minutes

Date:	**Thursday, 17 September, 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 Ken Couper** **Cr Tricia Cutforth** **Cr Jayne Golightly** **Cr Phil Halse** **Cr Greg Innes** **Cr Greg Martin** **Cr Anna Murphy** **Cr Simon Reid**
Not in Attendance	**Cr Carol Peters**
Scribe	**N. Pestana (Team Leader, Democracy)**

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1. Declarations of Interest

There were no declarations of interest made at this meeting.

2. Apology

Cr Carol Peters

Moved By Cr Greg Martin
Seconded By Cr Greg Innes

That the apologies be sustained.

Carried

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

3.1 Minutes Strategy, Planning and Development Committee 20 August 2020

Moved By Cr Greg Innes
Seconded By Cr Vince Cocurullo

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

Carried

4. Decision Reports

4.1 New Private Accessway Name - Totara Parklands

Moved By Cr Tricia Cutforth
Seconded By Cr Vince Cocurullo

That the Strategy, Planning and Development Committee:

1. Approve the name of the private access lot 504 off Maui Place as Lindis Lane.

Carried

4.2 Private Access Rename - Rukuwai Road

Moved By Cr Greg Innes
Seconded By Cr Simon Reid

That the Strategy, Planning and Development Committee:

1. Rescind the following resolution adopted by Council on 10 September 2008:

"That the Infrastructure and Services Committee approve the private accessway off Taraunui Road as Rukuwai Downs Road"

2. Approve the rename of the extension of Rukuwai Road as Rukuwai Road.

Carried

4.3 Proposed 2020-2021 Camping in Public Places Bylaw Monitoring and Enforcement Program and Cost Options

Moved By Cr Vince Cocurullo
Seconded By Her Worship the Mayor Sheryl Mai

That the Strategy, Planning and Development Committee:

1. Notes this report.
2. Supports Option 1 for the 2020/21 Camping in Public Places Bylaw enforcement program.
3. In the event of MBIE funding not being made available, Council either approves up to $135,322 of unbudgeted spend to provide the level of enforcement service outlined in Option 1.

Carried

Cr Greg Martin requested his vote against be recorded.

5. Information Reports

5.1 Permanent Vehicle Dwellers and Homelessness versus Camping in Public Places Bylaw

Moved By Cr Shelley Deeming
Seconded By Cr Greg Innes

That the Strategy, Planning and Development Committee:

1. Notes the report.
2. Notes that for the 2020/21 freedom camping summer season enforcement staff will continue to work with individual permanent vehicle dwellers and homeless people in a pragmatic and sympathetic manner, to achieve the best possible outcome.

Carried

5.2 Local Government Funding Agency - Annual Report 2019-20

Moved By Cr Greg Martin
Seconded By Cr Greg Innes

That the Strategy Planning and Development Committee notes the Local Government Funding Agency Annual Report for 2019-20.

Carried

5.3 Operational Report - Corporate Group - September 2020

Moved By Cr Vince Cocurullo
Seconded By Cr Nicholas Connop

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

Carried

5.4 Strategy, Planning and Development Operational Report Sep 2020

Moved By Cr Anna Murphy
Seconded By Cr Tricia Cutforth

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

Carried

6. Public Excluded Business

There was no business conducted in public excluded.

7. Closure of Meeting

The meeting concluded at 10.36am.

Confirmed this 15th day of October 2020.

Councillor Shelley Deeming (Chairperson)

Whangarei District Council

4.1 Mana Whakahono a Rohe Agreement with Patuharakeke Iwi Trust Board

Meeting:	Strategy, Planning and Development Committee
Date of meeting:	15 October 2020
Reporting officer:	Melissa McGrath, Manager – District Plan

1 Purpose

To adopt the Mana Whakahono a Rohe Agreement (MWAR) between Patuharakeke Iwi Trust Broad and Whangarei District Council.

2 Recommendation

That the Strategy, Planning and Development Committee:

1. Adopt the Mana Whakahono a Rohe Agreement (MWAR) between Patuharakeke Iwi Trust Broad and Whangarei District Council (Attachment 1) in accordance with Subpart 2 Mana Whakahono a Rohe: Iwi participation arrangements of the Resource Management Act 1991.

3 Background

Subpart 2 of the Resource Management Act 1991(RMA) provides for MWAR: Iwi participation arrangements. Section 58M describes the purpose of MWAR:

The purpose of a Mana Whakahono a Rohe is—

(a) to provide a mechanism for iwi authorities and local authorities to discuss, agree, and record ways in which tangata whenua may, through their iwi authorities, participate in resource management and decision-making processes under this Act; and

(b) to assist local authorities to comply with their statutory duties under this Act, including through the implementation of sections 6(e), 7(a), and 8.

On 22 September 2017 Patuharakeke Iwi Trust Board lodged an application for MWAR in accordance with section 58O of the RMA.

Upon receipt of an application Council must convene a hui to discuss how the MWAR will be developed. In accordance with section 58Q of the RMA, negotiations must be completed within 18 months of receipt of the application or within an agreed timeframe.

Over the last 3 years Council staff and representatives of the trust board have worked together to create a draft agreement. The agreement complies with the content

requirements of Section 58R and is consistent with Council's current practice for plan change and resource consent processing. This agreement has had legal review by both participants.

The agreement (Attachment 1) sets a framework for Patuharakeke Iwi Trust Board participation in the following RMA processes:

- Preparation of, or change to, District Plan;
- Consultation during proposed plan or plan change;
- Plan change hearings (including RMA commissioners);
- Resource consents – cultural impact assessments;
- Monitoring;
- Development or updating of Hapu Environmental Management Plan;
- Collaborative and streamlined plan change processes.

The agreement includes detailed processes for the administration of the MWAR including the provision for review and dispute resolution.

The agreement does not include arrangements relating to other functions, duties or powers under the RMA, such as transfer of powers.

4 Discussion

4.1 Financial/budget considerations

Implementation of the agreement will be undertaken within the District Plan and RMA Consents operational budgets.

4.2 Risks

The agreement details the engagement and consultation which shall occur between Patuharakeke and Council, for RMA District Plan and Consenting processes. The agreement will improve compliance with the RMA and reduce potential risk associated with these RMA processes.

5 Significance and engagement

The agreement has been prepared in accordance with the consultation and engagement process specified within Subpart 2 Mana Whakahono a Rohe: Iwi participation arrangements of the Resource Management Act 1991.

6 Attachment

1. Patuharakeke Iwi Trust Board MWAR October 2020

Mana Whakahono a Rohe

between

Patuharakeke Iwi Trust Board

and

Whāngarei District Council

This Mana Whakahono a Rohe is made on the day of 2020.

1. The Parties

1.1. The parties to this Mana Whakahono a Rohe **("MWAR")** are:

i. Patuharakeke Iwi Trust Board **("PTB")** as representative of the hapū Patuharakeke: and

ii. Whāngarei District Council **("Council") (collectively "the parties").**

2. Purpose

2.1. The purpose of the MWAR is to provide a mechanism for the parties to discuss, agree, and record ways in which PTB may participate in resource management and decision-making processes under the Resource Management Act 1991 ("the RMA").

3. Principles underpinning the Relationship

3.1. The parties seek to incrementally achieve an agreed vision, to build an enduring relationship between the Council and the PTB and to develop robust partnership arrangements over time through learning conversations in order to enhance the participation of PTB in RMA processes.

3.2. Learning conversations of the relationship will be based on the following key elements:

- **Te Pae Tawhiti** – Vision;
- **He whenua Rangatira** – Whangarei, a District of prosperity, well-being and empowered communities;
- **Te Kaupapa** - The Mission: *Ka tutuki te Kawanatanga a-rohe, ka puawai hoki te kotahitanga me ona tini kaupapa – Local Government that works through effective partnerships and provides practical solutions;* and
- **Ngā Tikanga** - Principles.

3.3. The parties will endeavour to achieve the purpose of the MWAR, by upholding the guiding principles of:

- **Ngakaupono** - Good faith;
- **Mahi tahi** - Effective collaboration;
- **Noho tahi** - Co-operation;
- **Puataata** - Open and transparent sharing of information;
- **Tino rangatiratanga** - Self-determination; and
- **Tapatahi** - Honesty of purpose.

3.4. The parties acknowledge that participation under this MWAR will require a commitment to meeting statutory timeframes to achieve an effective and efficient statutory process.

4. Key Values

4.1. Underpinning the above guiding principles are the following inherent values that help to guide the relationship including:

Whakapapa	The foundational framework for managing resources is whakapapa. Whakapapa demonstrates the relationships and inter-relationships between the various elements of the world and human beings.
Kaitiakitanga	The duty of care, responsibility and guardianship, exercised over whenua and toanga tuku iho, in accordance with the tikanga and kawa of Patuharakeke.
Whanaungatanga	Building ongoing positive familial relationships and maintaining open and positive relationships with kin.
Manaakitanga	The ability to care for and sustain whanau and manuhiri in accordance with Patuharakeke tikanga and kawa.
Matauranga	The knowledge, comprehension, or understanding of everything visible and invisible existing in the universe.
Mana Whenua	The right to exercise customary authority in an identified rohe and the resources therein.
Mauri	Protection of the 'life force' contained in all places, species, minerals, ecosystems in our rohe. It can also be misunderstood as a measure of the health and vitality of those elements.
Tikanga	To retain the traditions of our tupuna in all operations.
He kitenga mutunga kore, mahi tahi and mahi pono.	Strategic partnership and working collaboratively in good faith.
Kia maia	Providing leadership through courage.
Te Manawatopu	Of one heart and mind - we are stronger working together.

Anga Mua	Being both progressive and proactive.
Me Korero, tau noa nga take	Open and frank mutually agreed outcomes.

5. Reviewing the MWAR

5.1. The parties agree that:

a. The MWAR will be reviewed every 2 years after its execution or earlier by mutual agreement of the parties;

b. The review will be undertaken jointly by Council and PTB;

c. A report of the findings from the review will be formally presented at a hui-a-hapu of Patuharakeke no later than 30 working days after completion of the review process.

6. Scope of the Review

6.1. The parties will review the effectiveness of the MWAR, within the scope of the purpose and guiding principles as set out above.

7. The Review Process

7.1. When a review process is initiated, the parties will respectively review their own policies and processes to ensure that they are consistent with the MWAR.

7.2. As part of the review process the parties will seek to identify the following:

a. Issues that have arisen over the period prior to review; and

b. Whether any of the functions, powers or duties of Council may be transferred to PTB under s.33 of the RMA and in accordance with s.83 of the Local Government Act ("the LGA") in order to fulfil the purpose of the MWAR.

7.3. The parties will meet to discuss any issues or matters are identified in sections 7.2(a) and 7.2(b) and recommend either:

a. The continuation of the MWAR with no changes; or

b. Amendments to the MWAR.

7.4. Any changes deemed necessary from the review following a recommendation shall be formally ratified by PTB and Council.

7.5. The review will be resourced by each party respectively.

8. Preparation of or change to a District Plan

8.1. Council will notify PTB at the earliest opportunity of its intention to prepare a change to the district plan.

8.2. The parties will agree a process for participation by PTB in the preparation of or change to a district plan, including the use of any of the pre-notification standard form (Part 1 and 2), collaborative (Part 4),

or streamlined (Part 5) planning processes under Schedule 1 of the RMA to the extent that the plan change effects PTB and the rohe of Patuharakeke.

8.3. As part of the plan change pre-consultation process Council will provide PTB with a copy of any draft changes to the district plan outlining the extent to which changes may affect the Patuharakeke Hapu Environmental Management Plan 2014 or any hapu environmental management plan in substitution ("**HEMP**").

8.4. The PTB may provide submissions to Council detailing areas of concern arising from the draft changes to district plan or interpretation of the effect any draft changes may have on the HEMP, within 40 working days from receipt of the draft plan change.

8.5. Council will take into account the HEMP and submissions that PTB make in the plan development phase and actively engage PTB in the plan or plan change development to ensure greater participation by PTB at an early stage and consider any environmental, economic, social and cultural effects anticipated from the implementation of the plan or plan change on PTB.

8.6. Council in taking into account the HEMP and submissions of PTB in relation to the plan or plan change development will include summaries of:

a. advice received from PTB in the draft plan or plan change; and

b. how the proposal responds to that advice, including reference to any proposed provisions that are intended to give effect to the advice.

9. Consultation

9.1. During the preparation of a proposed plan or plan change, Council will consult with PTB at the earliest opportunity of the Plan Change process.

9.2. The consultation with PTB is to be within the principles conferred by section 82LGA.

9.3. Where Council appoints 1 or more hearings commissioners to exercise a delegated power to conduct a hearing under Schedule 1, the Council will consult PTB on whether it is appropriate to appoint a commissioner with knowledge and understanding of tikanga Maori. Where PTB considers it is appropriate, Council may appoint a commissioner with that knowledge and understanding.

10. Hearing of submissions to the District Plan or Plan Changes

10.1. Upon the recommendation of PTB, where hearing topics cover cultural matters or matters of significance to Patuharakeke, and at the recommendation and guidance of PTB, hearings may be held on a marae.

11. District Plan or Plan Change Collaborative Planning Process

11.1. The parties agree that where a draft plan or proposed plan change is to take place, Council will seek the views of PTB as to whether a collaborative planning process is to be used.

11.2. If it is decided that a collaborative planning process is to be used, Council will engage with PTB to facilitate the appointment of a representative from PTB on to the group in addition to any other person chosen by iwi authorities to represent the views of tangata whenua.

11.3. Where a collaborative group is formed, it will provide a consensus report to Council setting the relevant matters in accordance with Schedule 1, Part 4, Clause 44(2) of the RMA. A copy of the consensus report will also be made available to PTB. Council will allow a reasonable period of time for the PTB to comment.

12. District Plan or Plan Change Streamlined Planning Process

12.1. Where Council is considering using a streamlined approach, the parties agree that prior to applying to the Minister for a direction under section 80C of the RMA to use the streamlined planning process, Council will:

a. Engage with PTB when preparing a streamlined planning process application, including a proposed plan, change or variation; and
b. Consider any process recommendations from PTB; and
c. Include the implications of using the process on this MWAR.

13. Resource Consents

13.1 Where a resource consent application is made that is not publicly notified and falls within the PTB rohe, Council will consider whether to engage with PTB as a potentially affected person and whether it should give at least limited notification of the application subject always to Council complying with the statutory requirements of the RMA.

13.2 Council will provide PTB with electronic copies of all publicly notified resource consent applications that relate to the Patuharakeke rohe within 5 working days of determining its processing status to enable PTB where PTB determines so, to make a submission within the 20-working daytime limit subject always to Council complying with the statutory requirements of the RMA.

Cultural Impact Assessments

13.3 Where the Council identifies effects that are minor or more than minor and the application is publicly notified within the rohe of PTB , Council will seek the view of PTB as to whether PTB wishes to provide a Cultural Impact Assessment ("CIA").

13.4 The parties acknowledge that a CIA may assist with the following:

a. preparation of an Assessment of Environmental Effects in accordance with s88(2)(b) and Schedule 4 of the RMA;

b. requests for further information under s92 of the RMA in order to assess the application;

c. providing information to assist the council in determining notification status under ss95 to 95F of the RMA;

d. providing information to enable appropriate consideration of the relevant Part 2 matters when making a decision on an application for resource consent under s104 of the RMA;

e. consideration of appropriate conditions of resource consent under s108 of the RMA.

Electronic Portal

13.5 Council will work towards an electronic information source or portal to enable PTB efficient access to data.

14. Hearings

14.1 Council will provide for Tikanga Maori where appropriate prior, during, and post hearings that relate to matters involving and affecting PTB.

14.2 Where evidence is written or spoken in te reo, Council will bear the cost of interpreting evidence provided and received in te reo and interpreting unfamiliar concepts relating to tikanga Maori.

14.3 In the event that there are issues or matters relating to evidence of PTB or tikanga, or when it is appropriate the parties will consider whether to hold the hearing on marae. Council and PTB may agree on the location of this marae prior to the hearing and give appropriate notice to parties and the public.

15. RMA Commissioners

15.1 When Council appoints hearing panels to hear submissions on and to determine plan changes the panel may consist of independent hearing commissioners, councillors, or both.

15.2 Council will consult with PTB to enquire about the appropriateness of appointing a commissioner with an understanding of tikanga Maori and of the perspectives of local hapu, when processing a resource consent application within the Patuharakeke Rohe that requires a hearing.

15.3 Council will give consideration to appointing a commissioner with an understanding of tikanga Maori and of the perspectives of local hapu to all plan change hearing panels.

15.4 Council will financially assist hapu members who have the relevant expertise to complete the Making Good Decisions commissioner training course.

16. Receipt of decisions

16.1 The parties agree that any decision made by a Council hearing panel will be sent directly to the PTB secretary.

16.2 Upon receipt of the decision Council acknowledges that PTB may lodge an appeal within the statutory timeframe to that decision or participate, if it has status, as an interested party to an appeal.

17. Monitoring Methods

17.1 Council agrees to engage with PTB in regard to monitoring methods as set out under section 30 of the RMA. For the purpose of monitoring methods being properly implemented, PTB will be given reasonable time to consolidate their opinion on the proposed methods.

17.2 PTB will cooperate with Council in monitoring methods to ensure the methods are robust. This will be achieved through regular consultation when a monitoring method is in dispute or has been raised.

17.3 PTB will prioritise the importance as hapu to determine methods to measure the state, changes and rate of the evolving environment.

17.4 Council will incorporate the Matauranga of Patuharakeke into the selected monitoring method. Matauranga of Patuharakeke must be acknowledged, protected and utilised in the context of monitoring methods and given weight through consultation with both Council and PTB. The intellectual and cultural property rights associated with that knowledge will be respected and protected by both parties.

17.5 Council will facilitate and support PTB to use their cultural indicators methodologies for compliance monitoring and state of the environment monitoring.

17.6 Council will give PTB reasonable opportunities to share information, reports, activities and learning that may have effect on the proposed monitoring methods.

17.7 Where environmental damage has occurred because of non-compliance, and a site of significance to Patuharakeke has been affected, Council will set out processes for PTB as tangata whenua to be involved in the initial inspection of the area affected.

17.8 The parties will work together (and with any other party) to remedy and restore any area so affected including next steps to minimise further non-compliance.

17.9 Monitoring methods for any such site (where consent is granted) within the rohe at PTB will take into account recommendations set out in any CIA completed during the resource consent application process.

17.10 To achieve an effective monitoring plan, Council and PTB must take all practicable steps to use timely, efficient, consistent, and cost-effective processes that are proportionate to the establishment of this MWAR and proposed plan.

18. Treaty Settlement Legislation

18.1 Where PTB executes Treaty settlement legislation, Council will comply with its statutory duties under the RMA and any hapu/iwi participation legislation.

19. Conflict of Interest

19.1. The parties agree to identify conflicts of interest at the earliest possible opportunity and bring them to the attention of the other party.

19.2. In determining whether there is a conflict of interest, the parties agree that all relevant factors must be considered in a timely manner. The parties will assess:

I. The seriousness of the conflict of interest; and

II. The range of possible mitigation options.

19.3. In the event both parties agree to formally waive the identified conflict of interest and allow an exemption to participate, the person who is the subject of the conflict of interest may continue to exercise their role notwithstanding the conflict of interest being declared.

20. Dispute Resolution

20.1. Where any dispute or matter of contention may arise in relation to this MWAR and the relationship formed between the parties, the parties agree to act in accordance with the principles of the relationship as set out in this MWAR and with a mind to preserve the ongoing relationship and in good faith.

20.2. In the first instance, the Council and PTB will use their best efforts to informally resolve disputes and or matters of contention arising from this MWAR with an open and ongoing discussion and negotiation.

20.3. At any time one party may contact the other seeking explanation, clarification or dialogue on any matter concerning the implementation of this MWAR. Should such correspondence be undertaken:

a. A response will be made to the relevant party within 10 working days.

b. If matters remain in dispute or contention following that exchange, a meeting of appropriate representatives shall be convened within 10 working days of receiving a request for a meeting.

c. If matters remain in dispute or contention following that meeting, the parties will identify possible implementation requirements and raise them as issues.

20.4. Where a dispute is not able to be resolved in the first instance, an independent mediation process may be sought by one or both of the parties as an appropriate course of action to uphold good faith and achieve a beneficial discussion free from personal matters or opinions.

20.5. Either party may appoint a suitably qualified mediator from LEADR NZ (Leading Edge Alternative Dispute Resolvers) or AMINZ (Arbitrators & Mediators Institute of New Zealand) to facilitate the resolution of the matter of contention. Where the parties agree to involve a qualified mediator, the mediator must also be knowledgeable in Tikanga Maori and Kawa for the purposes of assisting conciliation, mediation and facilitation.

20.6. If one party compels another to enter into these resolution processes, the other must agree to participate to the request.

20.7. Where experts (such as lawyers, scientists, engineers etc) are needed to help the parties resolve complex issues, Council and PTB will agree to involve the appropriate expert.

20.8. Council and PTB agree to allow legal representation to attend (when necessary) mediation. Notice of legal counsel attendance must be given to the respective parties.

20.9. The parties acknowledge and will abide by the requirement for effectiveness and efficiency in delivering resource management decisions. Any conflict or dispute resolution process shall not be incompatible with Council's duty to efficiently and effectively process resource management consents.

20.10. The burden of costs (including for experts (noted above in 20.7) must be met (separately) by the parties.

20.11. The dispute resolution process in the above clauses must be followed and are in principle available on equal basis to any party. Any resolution of dispute must be recorded and any new and agreed terms added to this MWAR.

20.12. Where dispute resolution is instigated, Council will not suspend commencing, continuing or completing any process under the RMA while the dispute resolution process is in contemplation or progress.

21. Developing or Updating the Hapu Environmental Management Plan

21.1. As a central document to this MWAR and the relationship, PTB will ensure the HEMP is up to date and accurately addresses matters of resource management under the RMA.

21.2. Council will support PTB in maintaining an up to date draft of the HEMP and will assist in funding the development or updating of the HEMP in circumstances where updates are as a result of significant amendments to the RMA, the L,GA or any other associated legislation.

21.3. Council support of HEMP development may include wananga or workshops with HEMP drafters to discuss recent changes and/or updates to legislation and policies that may affect the HEMP.

21.4. If Council staff require wananga or workshops (including induction workshops) on how to understand the PTB HEMP implementation, this is to be arranged in a timely and effective manner with PTB representatives.

22. Transfer of Powers

22.1. PTB may seek to invoke section 33 of the RMA, Transfer of Powers process subject to a complete due diligence process to assess the viability of any proposed transfer.

22.2. PTB will advise Council at the earliest opportunity of its intention to initiate a section 33 process and will work together with Council to formulate a terms of reference for the parties to work collaboratively.

23. Working Collectively

23.1. Where any other MWAR is developed between Council and another iwi authority, PTB will endeavour to work collectively with Council and the other iwi authority to achieve mutual agreement on any matters that affect the parties.

23.2. To that extent, the parties will work collectively and in accordance with their respective tikanga and kawa to inform each other of the gazetted rohe moana and mana whenua of Patuharakeke particularly in the area of Poupouwhenua.

24. Attestation

24.1. This MWAR is freely entered into by both parties in the spirit of good faith and with the intention of creating a meaningful long-term partnership.

24.2. Authorised representatives of PTB and Council sign this document as verification of each party's commitment to this MWAR.

25. Statutory Review

25.1. On the sixth anniversary of the signing of this MWAR and on each sixth anniversary thereafter the parties shall jointly review the effectiveness of the MWAR having regard to the purpose and guiding principles of MWAR as set out in Sections 58M and 58N of the RMA.

26. Statutory Compliance

26.1. Notwithstanding anything herein recorded nothing in this MWAR shall be interpreted or read as requiring Council to act in a manner contrary to the provisions of the RMA.

27. Interpretation

27.1. **Defined Expressions:** expressions defined in clause 4.1 of this MWAR have that meaning throughout the whole of this MWAR background;

27.2. **Gender:** words importing one gender will include the other genders;

27.3. **Headings:** section, clause and other headings are for ease of reference only and will not affect interpretation;

27.4. **Negative Obligations:** any obligation not to do anything will include an obligation not to suffer, permit or cause that thing to be done;

27.5. **Parties:** references to parties are references to parties to this MWAR;

27.6. **Persons:** references to persons will include references to individuals, companies, corporations, partnerships, firms, joint ventures, associations, trusts, organisations, governmental or other regulatory bodies or authorities or other entities in each case whether or not having separate legal personality;

27.7. **Plural and Singular:** words importing the singular number will include the plural and vice versa;

27.8. **Appendices:** the appendices to this MWAR and the provisions and conditions contained in these appendices will have the same effect as if set out in the body of this MWAR;

27.9. **Sections, Clauses and Schedules:** references to sections, clauses and schedules are references to this MWAR's sections, clauses and schedules;

27.10. **Statutes and Regulations:** references to any statutory provision will include any statutory provision which amends or replaces it, and any subordinate legislation made under it.

Execution

SIGNED BY Ani Pitman as Trustee of
Patuharakeke Te Iwi Trust Board
In the presence of:

Signature of witness:
_____

Name:
_____

Occupation:
_____

Address:
_____

SIGNED BY Gilbert Paki as Trustee of Patuharakeke Te Iwi Trust Board
In the presence of:

Signature of witness: _____

Name: _____

Occupation: _____

Address: _____

SIGNED BY Guy Gudex as Trustee of Patuharakeke Te Iwi Trust Board
In the presence of:

Signature of witness: _____

Name: _____

Occupation: _____

Address: _____

SIGNED BY Juliane Chetham as Trustee of Patuharakeke Te Iwi Trust Board
In the presence of:

Signature of witness: _____

Name: _____

Occupation: _____

Address: _____

SIGNED BY Deborah Harding as Trustee of Patuharakeke Te Iwi Trust Board
In the presence of:

Signature of witness: _____

Name: _____

Occupation: _____

Address: _____

SIGNED BY Joanne Hammon as Trustee of Patuharakeke Te Iwi Trust Board
In the presence of:

Signature of witness: _____

Name: _____

Occupation: _____

Address: _____

SIGNED BY Sheryl Mai as Her Worship the Mayor of the Whangarei District Council
In the presence of:

Signature of witness: _____

Name: _____

Occupation: _____

Address: _____

APPENDIX 1

Plan Change Consultation with Hapu– Standard Process

Key milestones in Plan Changes ("PC") process	**Point of contact with Hapu and Iwi**
Issue identified, draft provisions /mapping prepared, s32 evaluation commenced	
Internal the Council staff review of draft PC	
Draft PC presented to Council via scoping	
Pre-notification consultation of PC (6 week minimum) opportunity for public feedback	Draft PC presented to Te Karearea and if requested Te Huinga
	Draft PC posted to all hapu and iwi contacts with offers to meet/discuss concerns and potential feedback
Draft PC reviewed and changed considering feedback	
Proposed PC presented to Council for adoption for formal notification	
PC formally notified, 20 working day minimum notification period	Proposed PC posted to all hapu and iwi contacts, with offers to meet and discuss potential submissions
Submissions received and summarised	
Summary of submissions notified, 10 working day minimum notification period. Summary is served directed to all submitters and any party directly affected by zoning requests	Hapu who make formal submission included in correspondence
Pre-hearing meetings, will be held where early resolution or clarification of submissions will result in positive outcomes	Hapu who make formal submission included in pre-hearing meetings

S42A hearing report drafted	Technical reporting may be required to support recommendations. E.g. CIA assessment. If submissions raise issues directly relating to tangata whenua, staff may approach hapu to discuss
Hearing panel – commissioner appointment	Where a hearing is focused upon a key issue for tangata whenua e.g. Papakainga, a commissioner with suitable experience in tangata whenua matters is to be considered to be appointed to the panel
Hearing meeting	Hapu who make formal submission may speak at the hearing
Hearing panel deliberates, makes recommendation to Council	
Council decision on plan change is publicly notified	PC decision notice is posted to all hapu and iwi contacts, all formal submitters
Appeal period open for 30 working days	Hapu who make formal submission may lodge an appeal with the Environment Court or may join an appeal as a s274 party
Appeal mediation/Environment Court Hearing	Hapu who lodge an appeal or join as a s274 party will be involved with mediation/court hearing
Operative Decision	PC Operative date notice to all hapu and iwi contacts, all formal submitters

Whangarei District Council

4.2 Whangarei District Council Annual Report on Dog Control Policy and Practices 2019/20

Meeting:	Strategy, Planning and Development
Date of meeting:	15 October 2020
Reporting officer:	Reiner Mussle – Manager Health and Bylaws Nina Darling – Bylaws Enforcement Co-ordinator

1 Purpose

To consider for adoption the Whangarei District Council Annual Report on Dog Control Policy and Practice for 2019/20.

2 Recommendations

That the Strategy, Planning and Development Committee;

1. Notes the Whangarei District Council Annual Report on Dog Control Policy and Practice for 2019/20;

2. Adopts the Whangarei District Council Annual Report on Dog Control Policy and Practice for 2019/20, pursuant to Section 10A of the Dog Control Act 1996.

3 Background

The Dog Control Act 1996 ("the Act") requires all territorial authorities to report annually on the outcomes associated with key areas identified by Section 10A of the Act.

This includes the number and type of complaints received, the number of infringements issued, and prosecutions taken, and the number of registered dogs and their classification status.

4 Discussion

Section 10A of the Act sets out that a territorial authority must in each financial year, report on the administration of its dog control policy adopted under section 10, and its dog control practices.

The report must include information relating to –

- The number of registered dogs.
- The number of probationary and disqualified owners.
- The number of dogs classified as dangerous and the relevant provision under which the classification was made.
- The number of dogs classified as menacing under section 33A.

The territorial authority must give public notice of the report and make it publicly available, which includes placing the document on Council's website. A link to this document must be provided to the Department of Internal Affairs by 30 October 2020.

4.1 Policy and planning implications

Information collected to fulfil the statutory requirement to provide the report assists in informing future dog policy development and planning.

4.2 Risks

Failure to adopt and forward an annual report to the Department of Internal Affairs, risks putting Council in breach of the requirement under legislation.

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. The Act requires that the Annual Report on Dog Control Policy and Practice be publicly notified.

6 Attachment

1. Whangarei District Council Annual Report on Dog Control Policy and Practices for 2019/20.

Whangarei District Council

Annual Report on Dog Control Policy and Practice

2019 - 2020

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1 Introduction

1.1 Purpose

Section 10A of the Dog Control Act 1996 requires each territorial authority to report on its dog control policy and practices and provide specific statistical information.

This report acts as a medium for this information and is an update on the progress and processes of the Whangarei District Council Dog Control unit.

1.2 Background

Whangarei District Council has contracted Armourguard to undertake the Council's regulatory duties under the Dog Control Act 1996, Impounding Act 1955 and relevant animal management bylaws and policies.

Armourguard commenced providing dog control services for the Council from 16 September 2016.

The contractor employs four Animal Management Officers, including one senior Animal Management Officer, these are supported by two dedicated administration officers who are warranted under the Dog Control Act 1996 and a pound keeper.

Dog control services operate 24 hours from a council owned Animal Management (dog pound) Shelter based in Kioreroa Road, Whangarei.

This team is responsible for the field services of the department, including but not limited to the reactive response to complaints about animals at large or causing nuisance, ensuring compliance with the Dog Control Act 1996, encouraging responsible dog ownership and registration of dogs as well as community education.

This year the focus on enforcement and compliance continued with a significant increase in prosecutions.

2 The Council's Dog Control Policy and Practices

2.1 Council adopted the Dog Management Policy in May 2013

The policy provides vision and guidance to ensure;

- The prevention of danger, distress and nuisance to the community by uncontrolled dogs in public spaces
- providing for the exercise and recreational needs of dogs and their owners
- the protection of kiwi and other indigenous wildlife
- encouragement of good dog ownership in regards to compliance and welfare

2.2 Fees

Dog registration fees, fines and impound fees aim to contribute 90% of the cost of dog control in Whangarei District. The Council provides a discounted rate for dog owners that de-sex their dog and for those who pay registration prior to 1 August.

Fees are used for:

- Dog Control activities including law enforcement, patrols and complaint investigation.

- Dog incident prevention (including finding unregistered dogs, and the classification and enforcement of menacing and dangerous dogs)
- Education programs for schools and community groups
- Signs for the Council's Dog Management Bylaw and Dog Management Policy
- Shelter (pound) Services, including lost and found, adoption and micro-chipping
- Running the annual dog registration renewal program

3 Key Achievements 2019/2020

3.1 Registered dog numbers

During the preparation for this year's (2019/20) report a discrepancy in dog numbers was identified in the 2018/19 year in that during the 2018/19 year 12,019 were registered, almost 3,000 more dogs than the 2017/18 year. Clearly that figure of 12,019 for the 2018/19 year was incorrect and most likely caused by a calculation error when extracting the data from our system. This is supported by the fact that this year 10,852 were registered which shows an increase of between 1,000 to 1,500 year on year. We now calculate that for the 2018/19 year we would have had approximately 9,800 to 10,000 and not the earlier reported 12,000 dogs. However, that is an historical error and of no consequence to this year's report.

3.2 Responding to complaints (CRM)

There were 4,358 dog control customer requests for service received over the 2019/2020 period.

This represents a decrease of 444 requests compared to the previous year.

Between 2017/18 and 2018/19 there was a small increase of 85 individual requests for service was received.

Barking complaints received over the period decreased by 330. This is likely due to a continued focus on working with and educating the owners of problem barking dogs.

3.3 Enforcement

There were 459 infringement notices issued for offences under the Dog Control Act in 2019/20. This is down by 256 from 2018/2019. This partly reflects a decrease in complaints and infringements for failure to register. The decrease in infringement notices for failure to register is as a result of staff resignations (shortages) during the critical August to October period when previously registered dogs are followed up, to chase up outstanding registrations for the current year, which this year did not happen to the extend it did during previous years. Again, this is reflected under section 3.5 below.

2019/20 has been a challenging year for dog control and a focus on registration at times has given way to higher risk areas of non-compliance. This is evidenced by the rise in infringement notices issued for a failure to keep a dog controlled or confined, and the enhanced focus on prosecution.

During the current year 10 dog owners were disqualified to the one from the year prior, again a good outcome showing a focus on better compliance with the legislation.

3.4 Impounded dogs

During the year, there were 368 dogs impounded at the council shelter, which is 189 less than the previous period and a positive outcome.

The business case for the scope for the new Animal Management Shelter was completed in 2017/18 year. In 2018/2019 Council investigated and selected a preferred site for the construction of its purpose-built new animal shelter.

Council is currently finalising the acquisition of the new site and the detailed plans for the construction of the new shelter.

Following on from that, Council is currently considering future (2021/31) Long Term Plan funding for the construction costs of the new shelter. This building project will be a catalyst to increase the levels of service available at the shelter and an opportunity to change the perception of the community towards council run shelters.

These levels of service will focus on and benefit animal welfare, health and safety and community education and service.

3.5 Dog re-homing

Armourguard is achieving positive outcomes for dogs that enter the shelter that can be rehomed. During 2019/20 the SPCA were able to assist with rehoming, de-sexing and vet care. Regrettably the SPCA has recently advised (July 2020) that they are no longer able to assist, which will put a greater burden on council.

For proposed adoptions, applicants have a property inspection and if successful, the dogs will go to their new family once de-sexed and microchipped.

54 dogs were rehomed from the shelter in 2019/2020 compared to 33 dogs rehomed in the previous year.

In June 2019 an agreement was entered into with ‘Saving Hope’ a charitable trust which rescues, rehabilitates and rehomes dogs in order to also assist with dog re-homing which was expected to increase the number of dogs that could be rehomed. In addition, a ‘Pound Pooch’ feature in the Council News section of a local community newspaper, the ‘Whangarei Leader‘, has been implemented, which has directly and indirectly led to the rehoming of several dogs.

3.6 Challenges

Staffing changes and subsequent recruiting challenges in 2019/20 meant that from October 2019 to the commencement of the COVID-19 lockdown in March 2020 resources were stretched and the focus for officers was necessarily on core functions.

During the Level 3 and Level 4 lockdown, officer response was further limited to critical functions only.

Within the constraints of the current contract, the dog control team is however now fully staffed. The ongoing focus has thus been on developing newer staff to grow into their roles.

3.7 Neutering Menacing Dogs

214 dogs were classified in the district as menacing dogs under section 33C of the Dog Control Act 1996. These dogs were of the American Pitbull Terrier type.

Under the Dog Control Act 1996 (the Act) all dogs must be classified as menacing that belong to a breed or type currently listed in schedule 4 of the Act, or if the local authority considers the dog poses a threat to people or other animals and wildlife due to its behavior. De-sexing menacing dogs is a key component of reducing dog-related harm.

3.8 Planned Activities for 2020/2021

- Enhancing dog control service delivery by increasing staff numbers to ensure greater focus on proactive work; locating unregistered dogs and hopefully through this reduce dog attack numbers.
- Continue to review the standard operating procedures where possible to provide efficient and consistent customer centric processes for the delivery of Animal Management services.
- Explore further opportunities to increase adoption rates.

- Further engagement with community groups and schools to provide dog safety education to high risk and hard to reach communities.
- Continue the successful proactive registration to increase registration rates and identify unknown dogs as well as ensuring compliance with classifications.
- Continued focus on the issue of infringements particularly in the area of wandering as a proactive measure targeted at reducing further escalating non-compliance.
- Dog related pages on the council's website reviewed to enable a more customer friendly interaction.

4 Summary

The Council's regulatory enforcement contractor, Armourguard, has now completed four years as the Animal Management unit for the Whangarei District with a final year under the current contract approved. There has been a focus on business improvement, initially starting with a review and documentation of processes to deliver the Animal management services.

Future work will be focused on encouraging responsible dog ownership, concentrating on the registration and compliance of dogs along with ongoing enforcement.

Going forward, the animal management team aims to achieve a continued improvement in all these areas as well as focusing their resources on consistency in operations and improving value for the customer in the 2020/2021 year.

5 Dog Control Statistics

5.1 Table one: Registration/Classification related data

	Total 2019/20	Total 2018/2019	Total 2017/2018	Total 2016/2017
Dogs Registered	10,852	12,019	9,081	7,423
Dog Owner Classification				
Probationary	1	1	0	0
Disqualified	10	1	1	0
Menacing Classification				
By Breed	178	67	132	0
By Deed	36	5	2	0
Combined	**214**	**72**	**134**	**0**
Dangerous Classification				
Section 31(1) a	0	0	0	0
Section 31(1) b	2	2	2	0
Section 31(1) c	0	0	0	0
Total Dangerous	**2**	**2**	**2**	**0**

5.2 Table two: Request for Service data

	Customer request breakdown by job type			
Job Type	**2019/2020**	**2018/2019**	**2017/2018**	**2016/2017**
Wandering	2213	1883	1653	1623
Barking	1174	1504	1541	1142
Attacks	281	293	272	209
Rushing	176	242	154	167
Unregistered dog check	158	812	996	119
Miscellaneous	356	68	101	57
Grand Total	**4358**	**4,802**	**4,717**	**3,317**

5.3 Table three: Compliance Data

	2019/2020	2018/2019	2017/2018	2016/2017
Prosecutions				
Number of people prosecuted (note there may be more than one charge)	Concluded (Successful) 9 Concluded Total 12 Commenced but not concluded in the period 4	5	1	0
Infringement offence				
18 Willful Obstruction of dog control officer or ranger	6	1	2	0
19(2) Failure or refusal to supply information or willfully providing false particulars	3	0	2	0
19A (2) Failure to supply information or willfully provide false about dog	0	0	0	0
20(5) Failure to comply with any bylaw authorised by the section	0	0	0	0
23A (2) Failure to undertake dog owner education program of dog obedience course (or both)	0	0	0	0
24 Failure to comply with the obligations of a probationary owner	0	0	0	0
28(5) Failure to comply with the effects of disqualification	0	0	0	0
32(2) failure to comply with the effects of classification of dog as dangerous	0	0	0	0
32(4) Fraudulent sale or transfer of dangerous dog	0	0	0	0
33EC (1) Failure to comply with the effects of classification of dog as menacing	6	2	0	0

	2019/2020	2018/2019	2017/2018	2016/2017
33F (3) Failure to advise person of muzzle and leashing requirements	0	0	0	
36A (6) Failure to implant microchip transponder in dog	66	174	259	245
41 False statement in relation to dog registration	0	0	0	0
41A Falsely notifying death of dog	0	0	0	0
42 Failure to register dog	165	321	557	404
46(4) Fraudulent procurement or attempt to procure replacement dog registration label or disc	0	1	0	0
48(3) Failure to advise change of dog ownership	0	1	0	0
49(4) Failure to advise change of address	0	3	0	0
51(1) Removal, swapping or counterfeiting of registration label or disc	0	0	0	0
52A Failure to keep dog controlled or confined	208	203	146	149
53(1) Failure to keep dog under control	3	9	8	10
54(2) Failure to provide proper care and attention, to supply proper and sufficient food, and to provide adequate exercise	1	0	0	0
54A Failure to carry leash in public	0	0	0	0
55(7) Failure to comply with barking dog abatement notice	1	0	2	0
62(4) Allowing dog known to be dangerous to be at large unmuzzled or unleashed	0	0	0	0
62(5) Failure to advise of muzzle and leashing requirements	0	0	0	0
72(2) Releasing dog from custody	0	0	0	0
Total	**459**	**715**	**976**	**808**

5.4 Table four: Shelter data

	2019/2020	2018/2019	2017/2018	2016/2017

Impounded Total	368	557	388	275
Total number of returned to owner	140	231	164	68
% dogs returned to owners	38%	42%	42%	25%
Total number of adopted dogs	54	33	40	29
% dogs adopted	15%	6%	10%	11%
Total number of euthanised dogs	174	293	184	178
% dogs euthanised	47%	52%	47%	65%

Whangarei District Council

5.1 COVID-19 Relief Package Update

Meeting:	Strategy, Planning & Development Committee
Date of meeting:	15 October 2020
Reporting officer:	Tony Collins, Manager – District Development

1 Purpose

To update Council on the $1,350,000 Business Support component of the COVID-19 relief package included in the 2020-21 Annual Plan

2 Recommendation

That the Strategy, Planning and Development Committee notes the proposed implementation and direction of the Support for Businesses component of the Economic Recovery Package.

3 Background

COVID-19 has had dramatic and wide-ranging impacts on the global economy. In New Zealand, despite our relatively successful national response to the virus and its containment, the effects on our national and local economy will be profound. The epidemic is expected to continue to place unprecedented pressure on communities.

Council acted swiftly to develop an Economic Recovery Package to provide short term relief (in the 2019-20 financial year) from some of the stress and financial hardship faced by businesses and households and is working at pace to develop a Response Strategy with a medium to long term focus.

The 2020-21 Annual Plan provided an opportunity to provide further tangible and targeted support as Council works to reset and revitalize our economy. At a Council Briefing on 29 April 2020 proposed relief packages were presented (see Attachment 1), including options for proposed categories and how funding could be allocated. The total amount of $3 million is proposed to be allocated to:

- Community groups $900,000 30%
- Support for Businesses (District Development) $1,350,000 45%
- Ratepayer support $750,000 20%

4 Discussion

The impacts of COVID19 are clearly being felt now and Council has already announced various measures to support our community. However, there is now clear evidence that recovery will take place over an extended period, with ongoing adverse effects.

While Central Government is taking a lead role in funding and delivering support through a number of its agencies, Council can play a role in this as well. Part of this role is support for businesses using what mechanisms we have and as outlined in the COVID-19 Response Strategy (Attachment 1).

Support for Business (District Development)

The proposed relief program comprises:

Partnership and support through Northland Inc, NorthChamber - $300,000

This fund has yet to be accessed. Following confirmation of the budget within the Annual plan, initial and brief discussions have been had with both Northland Inc and the Chamber of Commerce. While these are not the only entities involved in providing business support in the District, they are the most well-resourced, have the broadest reach and are already doing work in this ecosystem so it makes sense to collaborate rather than compete with these agencies if we want to make the most effective use of the limited funds available.

Based on those discussions it is intended to develop a series of projects that build on existing capability development work. The aim being that improving local business capability allows them to better access future opportunities. In particular how those businesses can better satisfy council and central government operating requirements. For example, this may be creating learning resources and delivery relating to procurement, regulatory issues or even something as basic as how to best deal with Council.

While not exclusively around capability or working with the two agencies mentioned, it is intended the decision-making Kaupapa be clearly articulated so we do not miss an opportunity to align with a group or person that may help achieve the intended objectives. A draft evaluation criteria has been developed. (Attachment 2). Subject to feedback it is intended any project should help achieve one or several of the following:

- Creating jobs, leading to sustainable economic activity
- Increasing social inclusion and participation
- Enabling Māori to realise aspirations in all aspects of the economy
- Encouraging environmental sustainability
- Improving resilience by diversifying our economy
- Create additional value and avoid duplicating existing efforts
- Have a link to Council plans, policies and priorities and be supported by stakeholders, and
- Be well managed, well-governed and have appropriate trade-offs between risk and reward.

It could be evaluated against;

Relevance

- To what extent are the objectives of the proposal valid?
- Are the activities and outputs of the proposal consistent with its objectives?
- Are the activities and outputs of the proposal consistent with the intended impacts and effects?

Effectiveness

- To what extent are the objectives likely to be achieved?
- What were the major factors influencing the achievement or non-achievement of the objectives?

Efficiency (uses the least costly resources possible in order to achieve the desired results)

- Are the activities cost-efficient?
- Can the objectives be achieved on time?

- Can the proposal to be implemented in the most efficient way compared to alternatives?

Impact (The positive and negative changes produced by a development intervention, directly or indirectly, intended or unintended)

- Can the outcomes be linked to the proposal?
- What real difference will the proposal make to the identified beneficiaries?
- How many people have been affected?

Sustainability

- Can the benefits of the proposal continue after funding ceases?
- What major factors will influence the achievement or non-achievement of sustainability of the proposal?

Identifies Projects

While the exact nature of particular programs have yet to be finalised with our two key identified partners, we are looking to build on their particular skills and reach in to the business community and the general broad categories that support will be provided in are:

- **Capability Building -** As stated earlier in this report it was clearly identified there is a capability shortfall among many local businesses that disqualify many from participating with particular projects that would be commercially beneficial to them, their workers and the local community. General themes that have been established to date are

    - How to engage in the council procurement process
    - How to successfully present proposals
    - How to develop scale through collaboration
    - What is required – both capital and capability – for commercial landlords to develop their properties if they so wish to do so.

- **Business Intelligence -** The events of this year have clearly identified there is insufficient data at a granular level of the nature of our District's businesses. What they do, how big they are, where they are situated, who they employ and what channels are available to engage with them. The availability of this information would allow the Council as an organisation to better engage with this sector of our community and better consider their needs when setting policy, regulations and making decisions. At the same time, this information would also be of use to our existing businesses in allowing them access to insights of their local market and opportunities that exist within the market. It is information would better positions Whangarei when identifying our competitive advantage and opportunities for inward investment.

Inner city living and city centre redevelopment – feasibility work and contribution to costs - $420,000

- Work with land owners, developers to look at a feasibility report for an exemplar development to outline how inner city living can be achieved and then share the learnings and information with the development community
- Advocate and partner with the Ministry of Housing and Urban Development and Kãinga Ora to deliver affordable housing in the city centre/city centre fringe
- Support implementation of the City Core Precinct Plan / Complete Streets Master Plan. The implementation will also provide opportunities for local contractors with leverage of government infrastructure funding and subsidies to implement quickly.

Support for district promotion - $50,000

- Host a website and use Whangarei Love It Here! social channels

- Use the existing District promotion budget to promote the District and our businesses in a new way
- Graphic design / comms input to branding and promotional material.

To date direct support has been given by way of.

- Grant to offset 25% of licence fees for the Hospitality sector - $53,000. This proposal focusses on providing relief for
  - Food premises, takeaways, cafes, restaurants, food carts
  - Commercial caterers
  - Some alcohol licensed businesses, such as restaurants, liquor outlets and bars
  - Hairdressers
  - Commercial camp sites

As at 8 September 2020, direct financial relief totalling $17683.50 had been provided to various businesses across the District. This had been apportioned across three categories;

- Liquor $10,946.75
- Health $1,556.75
- Food $5,180

Rental relief for council property tenants - $527,000

- This package delivers rent relief for tenants of Council property who cannot access their premises for trading for an additional 6-month period (if needed) over and above concessions already made while in Level 4.

At the time of writing, this financial year only three of our commercial tenants have applied for and subsequently granted rent relief. The relief given totalled $3090. This is on top of the relief provided to our tenants prior to this financial year of approximately $130,000.

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, Council News, Facebook or any other channel you currently use to inform customers – please also advise Communications

6 Attachments

1. Presentation for 29 April Briefing – Relief Packages
2. Draft evaluation criteria

Whangarei District Council

COVID-19 *Response Strategy*

14 MAY 2020

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Purpose of this strategy

The purpose of this strategy is to outline Whangarei District Council's response to the impacts of COVID-19. The strategy will provide an overview of the likely impacts on the Whangārei economy, and in particular sectors likely to be hardest hit and take the longest to recover. The strategy will then set out key tools which Council can use to support the recovery of our local economy. Finally, the strategy will provide a framework of actions which are integrated across the various functions and responsibilities of Council.

Scope

The impacts of COVID-19 will be wide ranging and affect our community in different ways. The severity and duration of the impacts will also be varied. We are still in the early stages of understanding what these impacts might be and how they will impact our community. Global and national response is ongoing and policy announcements are being made daily. Therefore, this strategy should be treated as a living document which can be amended to respond to new or changing external factors.

For the purpose of this strategy it is important to outline what is in scope:

- interface between Council and the business community in the District
- levers that Council can pull to enable economic recovery in the District
- medium-term and long-term actions

The scope of this strategy is focused on economic recovery and our local businesses. However, the strategy acknowledges the link between the well-being of businesses and our community well-being.

The following matters fall outside of the scope of this strategy:

- responses included the 2020-21 Annual Plan
- health impacts of COVID-19
- WDC's organisational transition out of lock-down
- functions or responsibilities of other agencies and organisations, e.g. central government

The strategy will inform ongoing decision making by Council. Medium-term and long-term actions will be implemented through the 2021 – 31 Long Term Plan (LTP). The direction of this strategy will inform the strategic direction and vision of the LTP and our other key strategies and polices.

Overview of the COVID-19 impacts on businesses in Whangārei

INTRODUCTION

COVID-19 will have severe and wide ranging impacts on our economy. Government and economic commentators acknowledge that this is a fast-moving event, with economic outlooks changing far more frequently than compared to our last economic downturn, the 2008 Global Financial Crisis.

It is also important to note at this stage that there is general consensus across government and economic commentators on the extent of the short-term impacts on our economy, but there are differences on the forecasting of how quickly (or not) the economy recovers. An example below is given by Infometrics:

> *By March 2022, we expect quarterly GDP to be still 6.6% below its December 2019 level. In comparison, the trading banks' forecasts for March 2022 range from BNZ's prediction of 7.0% smaller to Westpac's rosy outlook of 3.2% bigger. Forecasts of the unemployment rate also capture this spread: we are picking a 9.4% unemployment rate in March 2022, compared with a range of 8.4% (BNZ) to 5.2% (Westpac) for the trading banks.*

Within this context, this strategy gives an overview of the impacts for Whangārei, based on the best available information. The identification of impacts is based on official information releases from central government, expert economic analysis provided by external resources and research undertaken of the impacts from the 2008 Global Financial Crisis. The key areas for focus in this analysis includes:

- recession and unemployment
- district growth
- tourism
- housing
- general business
- construction, manufacturing and logistics
- government reform and decision making
- local government

The New Zealand economy has experienced a consistent level of growth throughout the last 10 years. In 2018, the GDP for New Zealand increased by 3.2% while in comparison, Whangārei District experienced an increase of 2.6%.

2019 Snapshot of Whangārei prior to COVID-19

INDICATOR	WHANGĀREI	NZ
Population 2019	96,000	4,917,000
Population increase (2013 – 2018 census)	+18.1%	+10.8%
Dwellings	37,887	1,855,962
Dwellings increase (2013 – 2018 census)	7.7%	6.2%
Ethnicity (note people can identify with more than one ethnicity)	80% European/Pakeha 26% Māori 3.5% Asian 2.9% Pacific Peoples 2.0% Other	74% European/Pakeha 14.9% Māori 11.8% Asian 7.4% Pacific Peoples 1.7% Other
Age profile	21.2% 0 - 14 Years 11.4% 15 - 24 Years 47.6% 25 - 65 years 19.7% 65 years +	19.3% 0 - 14 Years 13.8% 15 - 24 Years 51.6% 25 - 65 years 15.3% 65 years +
Average household income	$92,100	$104,400
Median house price	$497,438	$585,000
Change in house price (2009 – 2019)	+55.1%	+50%
GDP by key industries	$551M Manufacturing $368M Healthcare $298M Construction $261M Forestry $216M Retail $195M Agriculture	$26,976M Manufacturing $15,844M Healthcare $16,895M Construction $11,338M Agriculture $14,290M Forestry $12,285M Retail
GDP per capita	$48,790	$58,807
Unemployment rate	4.5%	4.2%
Labour force participation	66.1%	70.2%
Deprivation index	6.4	5.4

IMPACT 1: RECESSION AND UNEMPLOYMENT

Economists and governments across the world and here in New Zealand have reached consensus that COVID-19 will cause a recession (commonly defined when GDP growth rate is negative for two consecutive quarters or more), particularly for countries where their economies where already contracting, such as Japan, Germany and France. Even in more buoyant economies such as China, USA and New Zealand, there are strong signs of recession.

The impact of COVID-19 and related response measures on the New Zealand economy is still evolving. To support decision making, the New Zealand Treasury has developed an Economic Response Document with a range of scenarios to reflect this uncertainty. This Treasury Report provides a series of different estimations of the New Zealand economy's direction depending on the longevity of the COVID-19 response from Central Government. The report provides information on the economic outlook that will support the direction of medium-term policy. The Treasury have fully acknowledged the economic impacts of COVID-19 are still highly uncertain in the new report.

The numbers estimated in the scenarios have been based of the assumption that the $20 billion fiscal support already announced by Central Government does not need to be extended. They also considered the economic outlook if the world economy is weaker and takes longer to recover.

Key results include:

- falls in annual GDP are greatest in the year to March 2021 and vary from a decline of around 13% in the least restrictive of the scenarios considered, to closer to one third in a scenario that involved tight restrictions throughout the year
- Scenario 1 – unemployment will peak at 13%
- Scenario 3 – unemployment will reach nearly 26%
- inflation remains below the 2% mid-point of the target range throughout the forecast period, and monetary conditions are supportive throughout.

In addition to domestic conditions, the world outlook is also highly uncertain. The international trend has been towards longer periods of public health interventions to limit physical interactions. This implies some risk not only to activity in affected countries, but also to trade and financial linkages between countries, which are critical to a global economic recovery.

Below are the GDP projections for the Treasury Scenarios (1 being best case, 3 being worst)

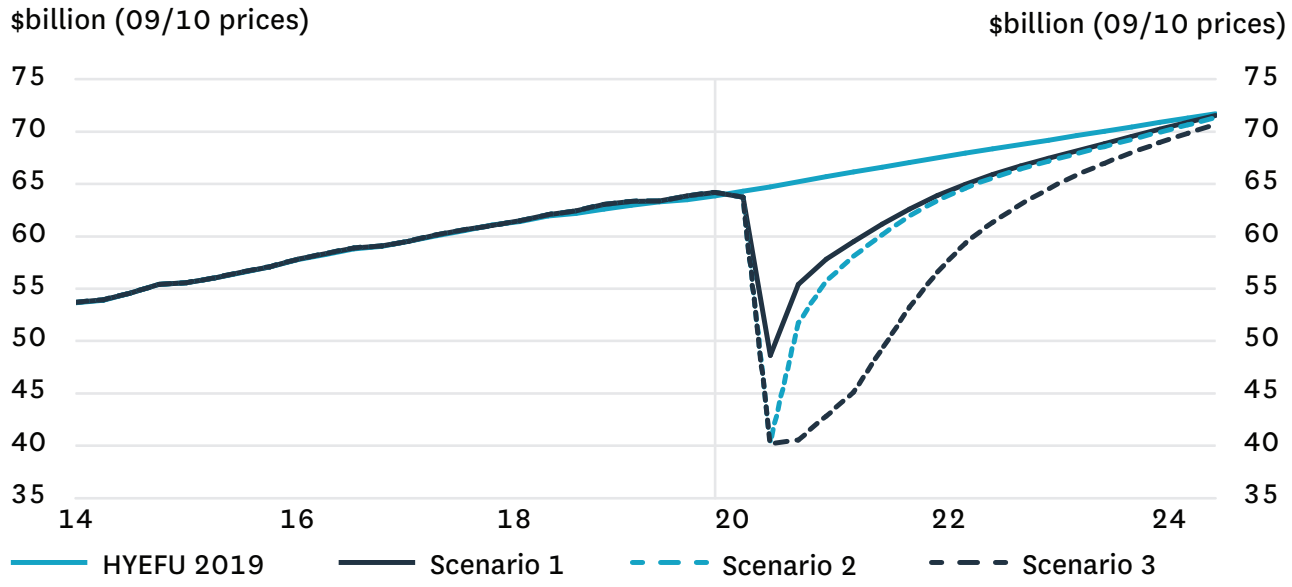


Figure 1 New Zealand Treasury Scenarios for Real GDP. https://treasury.govt.nz/sites/default/files/2020-04/c19-4265378-t2020-973-economic-scenarios-v3.pdf

It should be noted that Infometrics view the current repercussions for the economy to not only be significantly worse than others expect, but also to endure for longer as structural adjustments are forced on the economy:

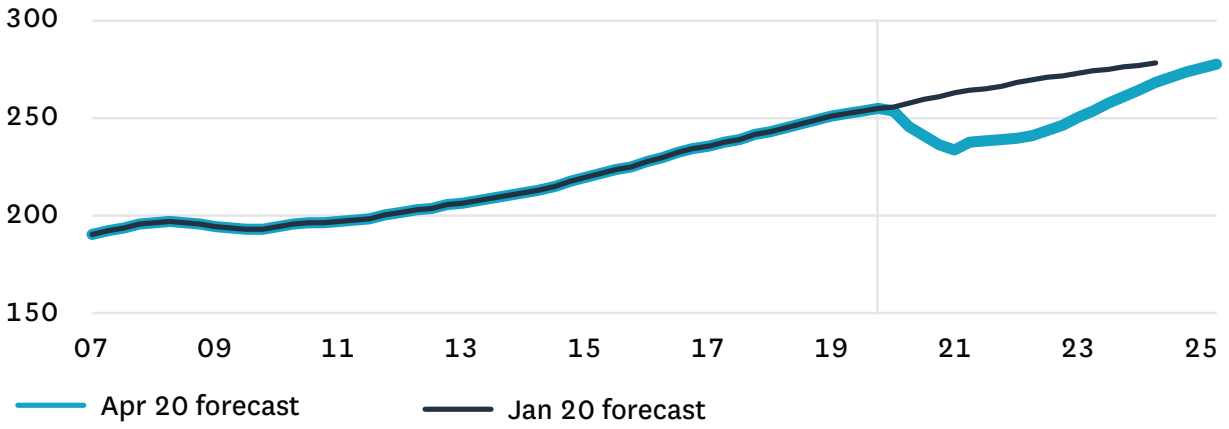


Figure 2 Infometrics GDP forecast comparison, Infometrics Macroeconomic Forecast April 2020

The economic scenarios released by Treasury on 13 April suggest that the unemployment rate may range from 13% to nearly 26% depending on the scenario. That equates to an additional 300,000 to 720,000 people unemployed across New Zealand.

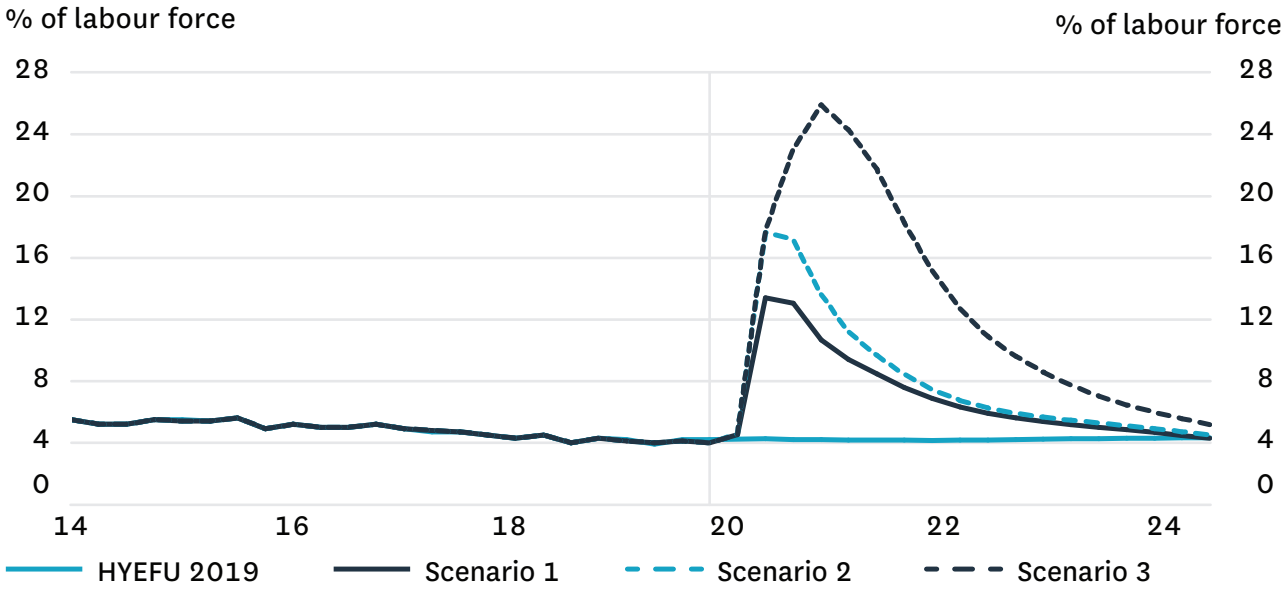


Figure 3 New Zealand Treasury Scenarios for Unemployment rate. https://treasury.govt.nz/sites/default/files/2020-04/c19-4265378-t2020-973-economic-scenarios-v3.pdf

Looking at Whangārei, over 20% of our filled jobs relate to the construction and manufacturing sectors (discussed in more detail later in the report), retail trade accounts for another 10%, professional services and accommodation and food services combined include 11% of filled jobs. These are likely to be sectors which will be impacted the most severely and have likely job losses.

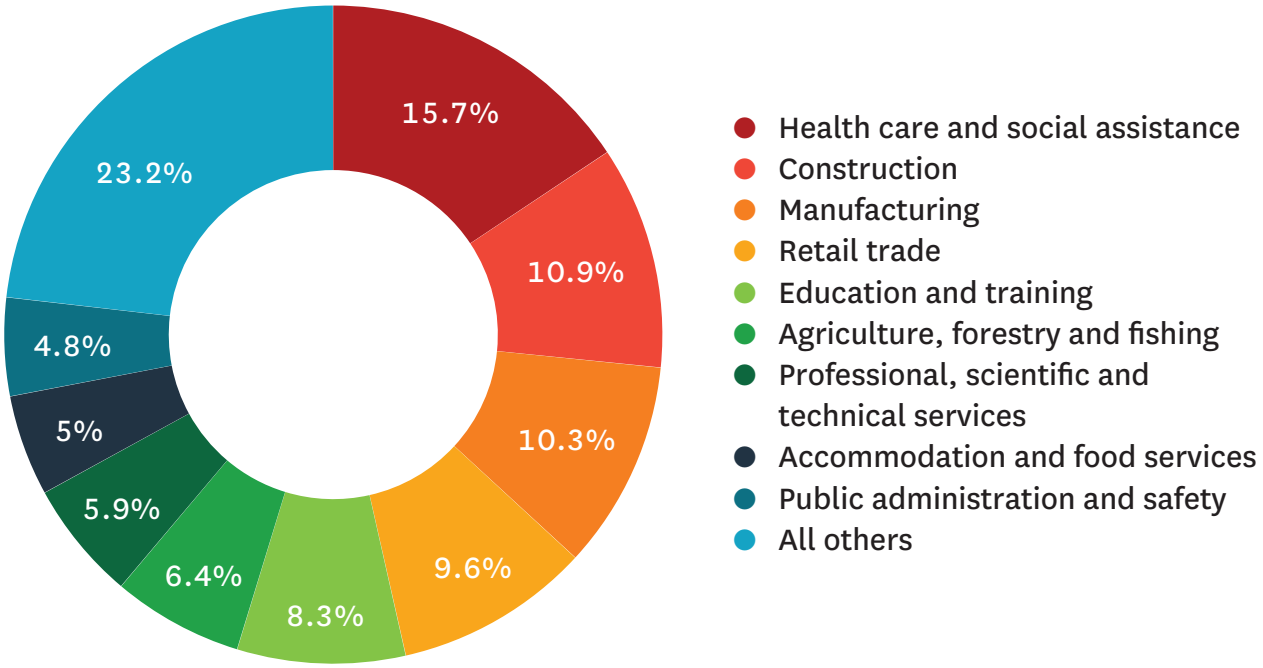


Figure 4 Infometrics Proportion of filled jobs by sector in Whangārei 2019

Infometrics have provided preliminary employment projections. These are subject to further refinement and analysis, but they show the largest percentage drop in employment to impact on:

- Retail Trade, Accommodation, Food services
- Transport, Postal and Warehousing
- Information Media and Telecommunications
- Financial and Insurance Services
- Manufacturing
- Construction

	EMPLOYMENT		CHANGE 20-21	
High-Level Industry	***2020***	***2021***	***%***	***Level***
A - Agriculture, Forestry and Fishing	2,588	2,467	-4.6%	-120
B - Mining	67	61	-8.9%	-6
C - Manufacturing	4,205	3,715	-11.7%	-490
D - Electricity, Gas, Water and Waste Services	224	204	-8.7%	-19
E - Construction	4,549	4,025	-11.5%	-524
F - Wholesale Trade	1,322	1,222	-7.6%	-100
G - Retail Trade, Accomm+food services	5,968	4,834	-19.0%	-1,135
I -Transport, Postal and Warehousing	1,734	1,430	-17.5%	-304
J - Information Media and Telecommunications	274	215	-21.6%	-59
K - Financial and Insurance Services	484	426	-12.0%	-58
L - Rental, Hiring and Real Estate Services	935	864	-7.6%	-71
M - Professional, Scientific and Technical Services	4,163	3,917	-5.9%	-246
O - Public Administration and Safety	2,029	2,032	0.2%	4
P - Education and Training	3,436	3,310	-3.7%	-126
Q - Health Care and Social Assistance	6,512	6,497	-0.2%	-15
R - Arts and Recreation Services	2,378	2,157	-9.3%	-221
Total	**40,866**	**37,377**	**-8.5%**	**-3,490**

Figure 5 Infometrics Whangārei COVID-19 PRELIM Employment Projections

During the lockdown period feedback and insight has been sought from local businesses on their response to the economic downturn and possible recession. Their comments are summarised below:

- employers are clearly experiencing high levels of stress and anxiety
- many employers are not able to contribute financially to top up the wage subsidy to the 80% of wages target
- advice to employers has been that retention of staff should be a priority and they are not obliged to meet the gap between the subsidy and 80% and are only encouraged to pay more if they can
- growing requests from employers (and a few employees) asking about employment law, especially redundancy
- Ministry of Social Development (MSD) Work Brokers are focusing on supporting essential services with their work force
- embedding social procurement (hire local; MSD clients, Māori, youth and otherwise abled) into government investment such as the Provisional Growth Fund (PGF) and infrastructure is a significant opportunity to increase employment in Northland (this would best be instigated at ministerial level)
- wage subsidy support is a priority although handled nationally
- MSD Labour Market team assisting 'essential' Northland businesses
- applications for benefits due to cease work have been following normal trends, approx. 65 per week although cease work numbers are expected to increase significantly.

What a recession means for Whangārei

- Job losses likely across all sectors, but mainly in manufacturing, tourism and construction.
- Decline in population growth.
- Drop or hold in major investments.
- Local businesses closing particularly small firms.
- Contraction of the housing market.

IMPACT 2: DISTRICT GROWTH

Linked to both travel restrictions and a recession will be an impact to our District's growth. Over the past 5 years we have experienced some of the highest rates of population growth in New Zealand, with a 17% increase between 2013 – 2018.

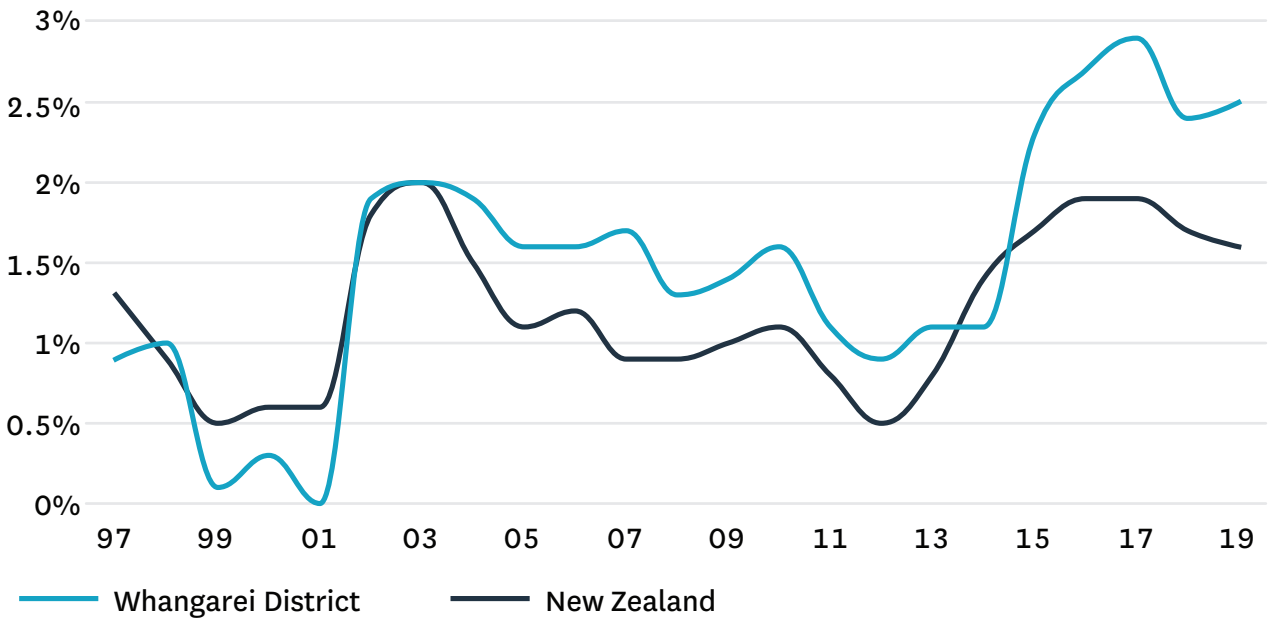


Figure 6 Infometrics Percentage Annual Population Change in Whangārei District and New Zealand, 1997 - 2019

Understanding the drivers for this growth is crucial in determining any likely impacts from COVID-19. Our growth is largely driven by people moving to Whangārei, rather than a natural increase in our existing population. Of those people moving to Whangārei, some are moving from overseas as either immigrants or returning New Zealand citizens. Some are moving from other locations in New Zealand, primarily Auckland. People moving out of Auckland are largely moving out due to pressures (housing costs, traffic, amenity) from living in Auckland due to its population increase which is largely driven by immigration.

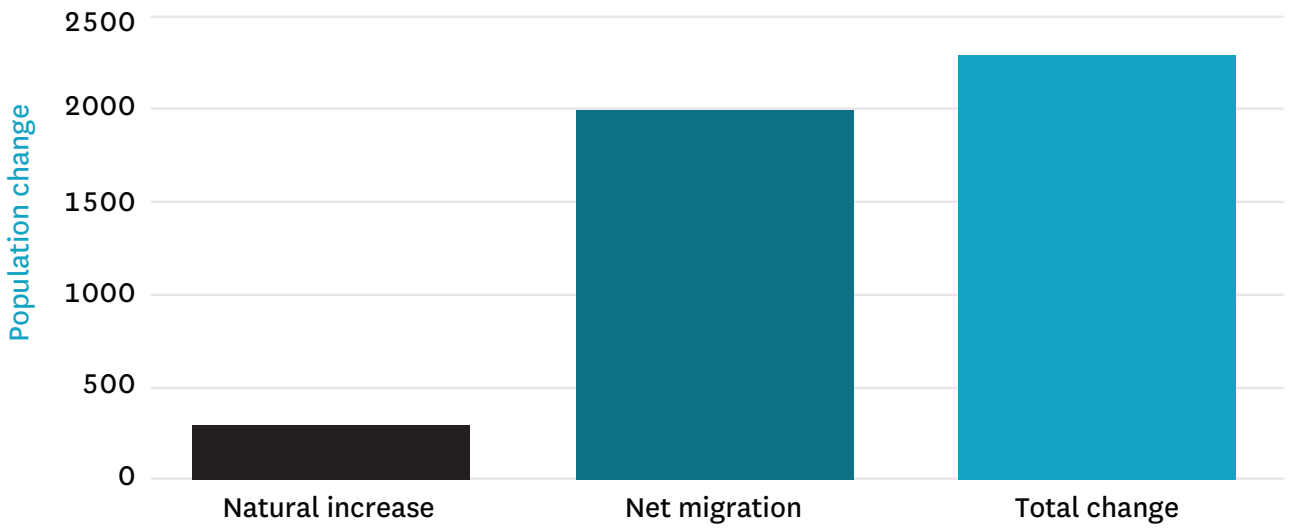


Figure 7 Infometrics Sources of population growth in Whangārei for 2019

A likely impact from COVID-19 travel restrictions and the associated recession is our national immigration numbers will decline rapidly from the current rate of about 50,000 people per year. This will slow population growth in Auckland.

With a recession comes job and income uncertainties as well as a volatile housing market. This will impact decision making on whether to move to Whangārei from other parts of New Zealand. Therefore, it is likely that most people considering a move to Whangārei will wait until there is more economic certainty.

Due to the impact on migration, it is almost certain that we will see slowdown in population growth for our District over the next 3 years.

Beyond that depends largely on macro and national economic factors that are difficult to predict. The slowdown could see annual population increase drop from current 2.5% per annum to between 0.3 – 1% per annum. It is likely that this trend would continue for at least 2 years. How quickly population growth could recover to rates we have seen recently will largely be dependent on macro economic factors, immigration and border controls as well as the opportunities available for people moving into our District.

Outlined below is draft population projections (please note that these are draft figures, that require further refinement)

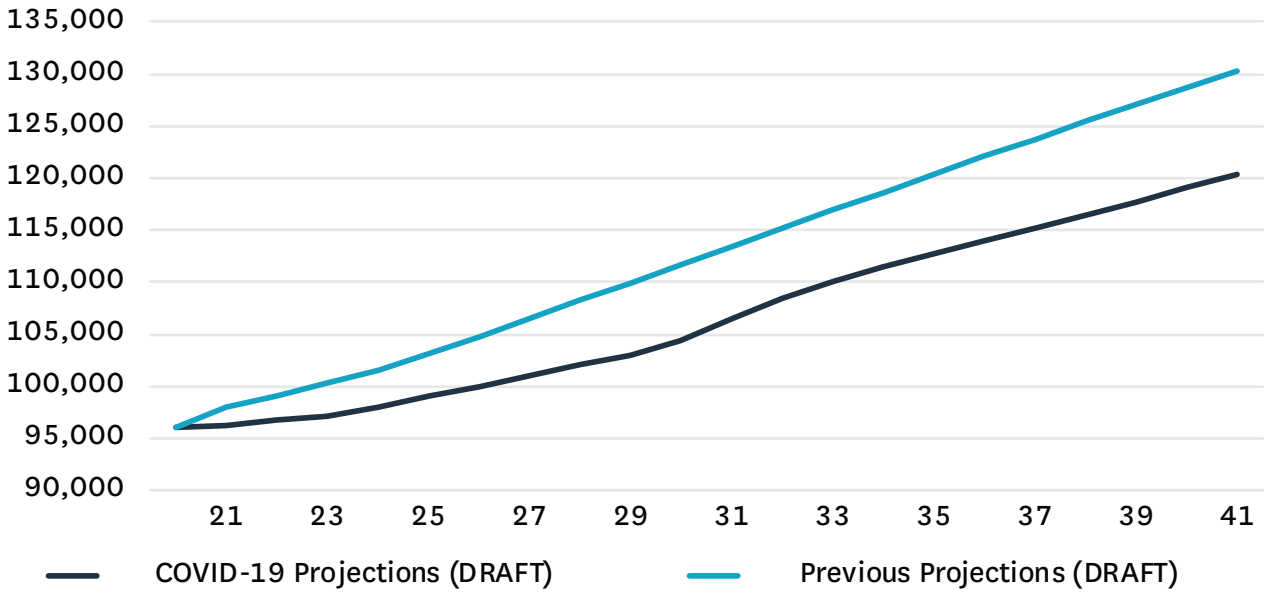


Figure 8 Whangārei District Draft Population Projections

What a decline in population growth means for Whangārei

- Lower demand for housing, development projects and infrastructure – impacting on the construction sector.
- Lower revenue and expenditure for Whangarei District Council.
- Reduced economic activity and interactions.

IMPACT 3: TOURISM AND HOSPITALITY

Nationally it is recognised that tourism and hospitality sectors will be significantly impacted by COVID-19 and the associated travel restrictions. Economic commentators, such as Infometrics, project that the sector will not recover to pre-COVID levels as quickly as other sectors of the economy.

In 2019 Whangārei received 130,191 international visitors. Tourism employs 3,189 people in the District. Tourism expenditure in Whangārei in 2019 was $484m, comprising the following categories:

CATEGORY	WHANGĀREI DISTRICT	
	Expenditure	*% of total*
Accommodation services	$23.9m	4.90%
Cultural, recreation, and gambling services	$12.2m	2.50%
Food and beverage serving services	$55.9m	11.50%
Other passenger transport	$64.0m	13.20%
Other tourism products	$61.1m	12.60%
Retail sales - alcohol, food, and beverages	$64.9m	13.40%
Retail sales - fuel and other automotive products	$47.1m	9.70%
Retail sales - other	$155m	32.00%
Total	**$484m**	**100%**

Figure 9 Tourism expenditure in 2019 for Whangārei, Source Stats NZ

With the requirement to self-isolate and travel restrictions, we expect foreign arrivals to all but cease for an extended period, closing off this spending stream. The government's closure of the borders is likely to be extended several times given the continuing acceleration of the virus' spread in Europe and the United States.

We expect the accommodation and food services sector (i.e. hospitality), some retail trade, aviation and recreational services to see significant job losses.

Provisional estimated impacts of COVID-19 could see the number of international visitors drop by 70% or more over the next 2 months. The longer-term impact is less clear and is dependent on the longevity of travel restrictions and people's willingness to travel.

However, of the $484m, $393m of tourism spend in Whangārei is by domestic visitors. It is yet to be seen how domestic travel will be impacted by COVID-19, but the predictions are for a significant down-turn.

Anecdotal sampling of the District's visitor industry has identified:

- as with the case with the wider business sector canvassed, it would be unwise to overly generalise as all these businesses are unique in their business age/lifecycle, financial situation, product offer and more importantly their levels of business capability
- many of our operators are small 'lifestyle' businesses with secondary income streams and while not perfect, the inability to trade over the winter months has a significantly smaller impact than if this had happened in summer
- for these smaller operators, the overseas visitors do not account for a significant portion of their markets
- large operators heavily invested in assets and staff do rely on the overseas market and the value that it drives for their products – they are in a precarious state at present but there has been a demonstrateable level of collaboration across the region among these businesses and they see that they all need to be there if a new, sustainable and resilient visitor industry is to emerge
- accommodation providers expressed a range of responses with some sampled who were not experiencing any major disruption having pivoted their market offer to things such as social housing, essential health worker accommodation and the like – those at the lower value end of the market such as motor camps, have virtually no ability to access new customers
- many hospitality and food and beverage industry businesses are looking at training programmes and upskilling for staff to ensure a workforce going forward. They are experiencing high levels of stress around finance and uncertainty given they are non-essential (although many have accessed wage subsidies and business support it is likely that some will close permanently)
- most operators expressed the view that future events and destination marketing will be critical to their future sustainability.

What a decline in tourism means for Whangārei

- Reduction in international and domestic visitors to Whangārei.
- Job losses in the tourism sector from now and likely over the next 12 months.
- Tourism related business closure or reducing operational hours.
- Decline in cruise ship activity.
- Possible increase in domestic activity (subject to travel guidance from central government).

IMPACT 4: HOUSING

The housing market prior to Christmas 2019 was showing signs of growth in both the regions and the major centres such as Auckland. Predictions pre COVID-19 estimated annual house price growth of 5.3%. Although such an increase perpetuates affordability issues, it also gives confidence in investor decisions to build new homes. House building is a key component of our construction sector which is worth $289.5m to our GDP.

The latest economic predictions show that house prices could fall between 5 – 10% over the next 12 months nationally. However, depending how long the effects of COVID-19 are felt, the housing market could bounce back relatively quickly. There are several reasons for this:

- interest rates remain at record low levels
- housing demand is still outstripping housing supply, even with a slowing population growth
- we have a relatively strong labour market
- during the 2008 Global Financial Crisis (GFC) house prices fell by an average of 6%, but bounced back with 12-18 months

In the short term however, it is likely that major housing and development projects will be put on hold or cancelled. Home owners who have high mortgages may find themselves in negative equity situations.

From a housing market perspective, the six-month mortgage holiday scheme arranged between the government and the trading banks will only delay an inevitable downturn (although it will give a valuable respite from a household expenditure perspective). Infometrics predict the number of forced sales will increase substantially once the scheme expires in September, particularly given the projection of continued high levels of unemployment. Downward pressure on property prices will be exacerbated by an overhang of newly constructed houses that were started prior to the pandemic, which developers may struggle to sell.

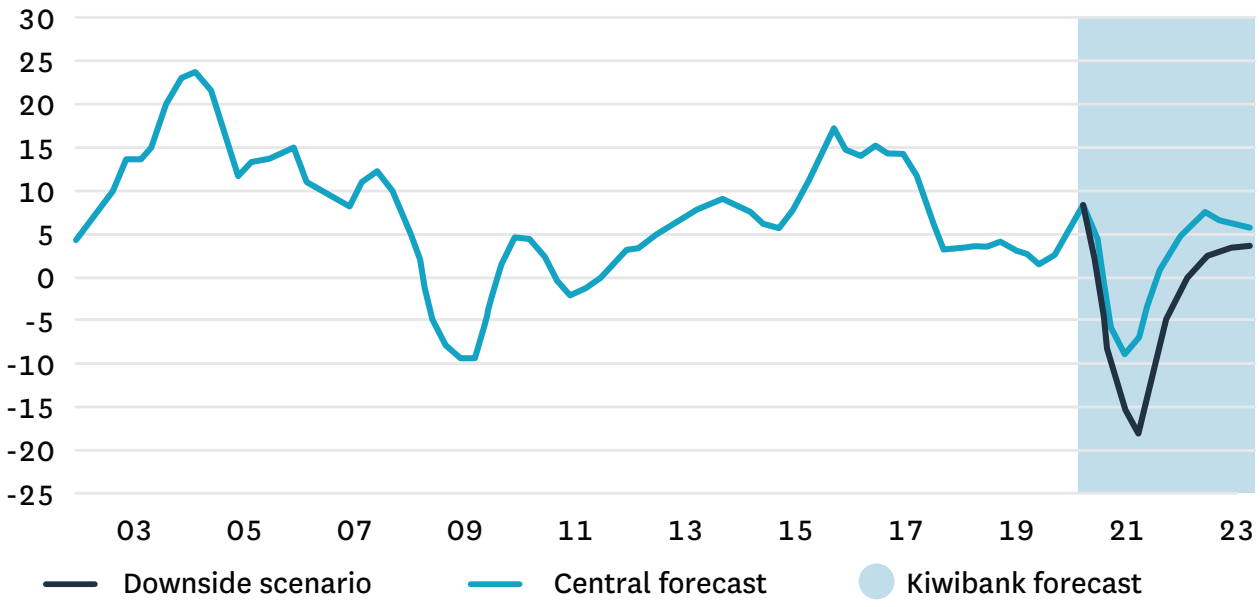


Figure 10 Forecast of house price inflation, Source Newsroom, REINZ and Kiwibank

Rents could be on their way down too. Two factors could contribute to this. More offices would likely be converted into residential space, but those conversions would take more than a year to come into play. A larger factor in the short term was former AirBnB properties that would be put onto the open rental market primarily due to houses shifting from short-term holiday rentals to longer-term rentals due to the decline in the visitor industry.

Over supply of commercial property will have an impact on Council's commercial property portfolio and Council will need to be mindful of the optics of using ratepayer funds to unduly compete with private sector landlords.

What a change in the housing market means for Whangārei

- House price and sale volumes fall over the next 12 months.
- Short-medium term reduction home building activity and investment – resulting in a drop in Resource Consents and Building Consents.

IMPACT 5: BUSINESS WELL-BEING

For our economy in general, cashflow is the key concern for business, finances are tough both for their business and for their customers. Even with only four weeks of lock-down, businesses are already feeling the pinch around the lack of income in the community (people losing their jobs and this impacts their spend/pipeline)

New businesses (opened in the last 12 months or taken over in the last 12 months) are heavily impacted as they don't have the cash build up like more experienced business owners do.

Medium to larger businesses who went through the GFC know that they may need to lose staff in order to survive (which is hard for them as they want to keep their staff). It should be noted that during the GFC many Whangārei businesses held on to workers for longer than was economically sustainable due their feelings of responsibility to their staff.

Stress is high for the business community, this includes their personal lives as well (working from home, being a sole earner, family losing jobs etc). The unknown around the lock down timeframe is top of mind plus what will the levels look like for businesses moving forward. Mental health is a key concern, businesses are resilient but this is a type of crisis that has not been faced before and there is little they can control.

Small and Medium Sized Enterprises (SME's) need one on one tailored support, and this needs to be via a local person giving them time and guidance as skills and knowledge vary from one owner to the next.

NORTHLAND BUSINESS BY SECTOR SEEKING REGIONAL BUSINESS PARTNERS SUPPORT SINCE LOCKDOWN (99 ARE WHANGĀREI BUSINESSES) AS AT 15/4/20

Sector	*No.*	*%*
Accommodation	7	
Administrative & Support	6	
Agriculture & forestry & fishing	9	
Arts & Recreation	9	
Construction	27	13.85%
Education & Training	4	
Electricity & Gas & Water & Waste	4	
Financial & Insurance	5	
Food & Beverage	21	10.77%
Health Care & Social Assistance	5	
Information media & Telecommunications	4	

NORTHLAND BUSINESS BY SECTOR SEEKING REGIONAL BUSINESS PARTNERS SUPPORT SINCE LOCKDOWN (99 ARE WHANGĀREI BUSINESSES) AS AT 15/4/20		
Sector	***No.***	***%***
Manufacturing	14	
Other	15	
Professional & Scientific & Technical	8	
Public Admin & Safety	2	
Rental & Hiring & Real Estate	6	
Retail trade	28	14.36%
Tourism	14	7.18%
Transport & postal and warehousing	2	
Wholesale trade	4	
Grand Total	**195**	

Figure 11 Table of Northland business by sector seeking Regional Business Partner support as 15 April 2020

Consumer confidence will be negatively impacted by COVID-19. Confidence results from March 2020 show that it was abruptly lower compared to previous months, but there will still be further significant drops to come as the effects of the lockdown on businesses become clearer. Infometrics project that household spending activity will fall sharply in the June quarter, primarily because consumers are unable to spend on many of the goods and services they would regularly purchase. Spending will bounce back from this negative supply shock in the September quarter, but the extent of this rebound will be limited by the job losses and reduced incomes that have transpired in the meantime.

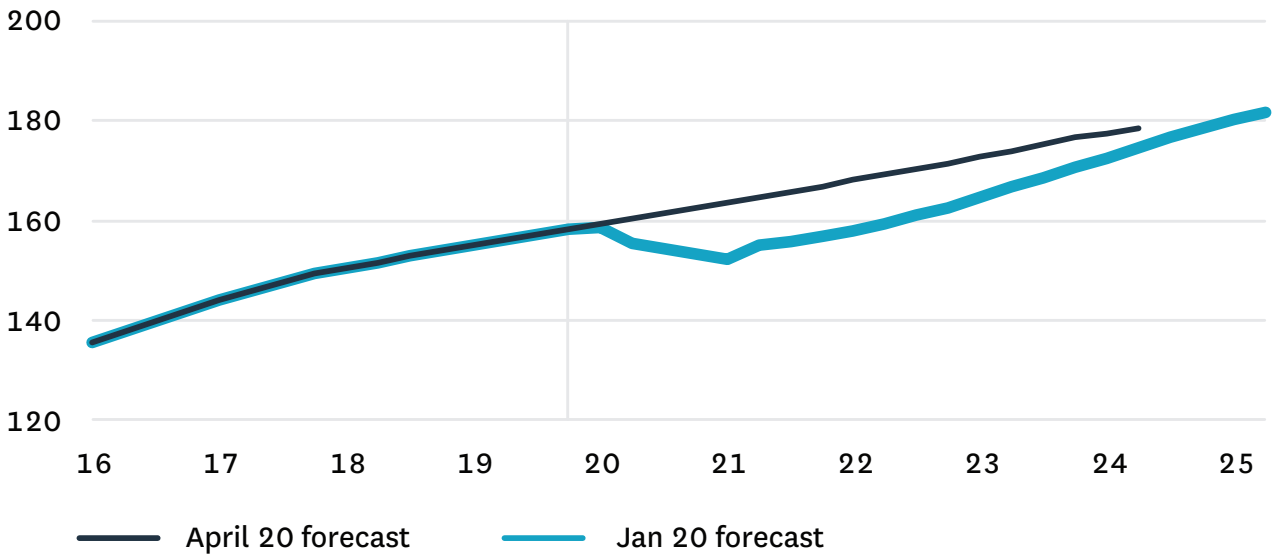


Figure 12 Infometrics discretionary spending forecasts, Infometrics Macroeconomic Forecast April 2020

However, the lock down period under Level 4 and more so under Levels 3 and 2, presents opportunities for e-commerce as more business operate online. This is applicable to the selling of goods and the provision of certain services which don't require face to face contact. Challenges exist for companies that do not currently have adequate online resources or skill sets, however this may be an opportunity for support from NorthChamber and/or Northland Inc.

As our community gets more and more familiar with virtual interactions, larger scale economic opportunities arise such as a 'virtual farmers market'. This also has the advantage of creating an online portal for smaller businesses who do not have the resources themselves to develop an online presence.

IMPACT 6: CONSTRUCTION, MANUFACTURING AND LOGISTICS

As noted above, our construction sector is a major contributor to our economy. Manufacturing is Whangārei's biggest economic sector contributing $960.4m to our GDP and employing 4,177 people.

These sectors are likely to be severely impacted by the economic downturn associated with COVID-19. This will be felt through the cancellation or postponement of major projects and reduced demand for goods manufactured in the District.

Any associated unemployment will impact on workers with specific skills, who may find it challenging to find employment elsewhere. Furthermore, although there are large firms in our District, most businesses are small, employing an average of 4 people. As with the 2008 GFC, these small businesses will find it difficult to survive through a longer-term recession.

Anecdotal sampling from the construction and manufacturing sector:

- increase in companies looking to make staff redundant
- bonds for this industry a concern
- concerns that some clients may enter into bankruptcy, taking the contractors with them
- most in trade are non-essential except emergency work
- there has been a high percentage of pre-contract work cancelled already
- cashflow crisis has been compounded by customers not paying progress-payments
- huge uncertainty about what future workloads might look like post-lockdown.

A down-turn in the construction sector will result in a reduction in the number of building and resource consents being lodged and processed by Whangarei District Council. This will shift the current trend of an increase in consents reflecting a buoyant construction sector. Below are three scenarios showing a 20%, 30% and 50% reduction in building consents:

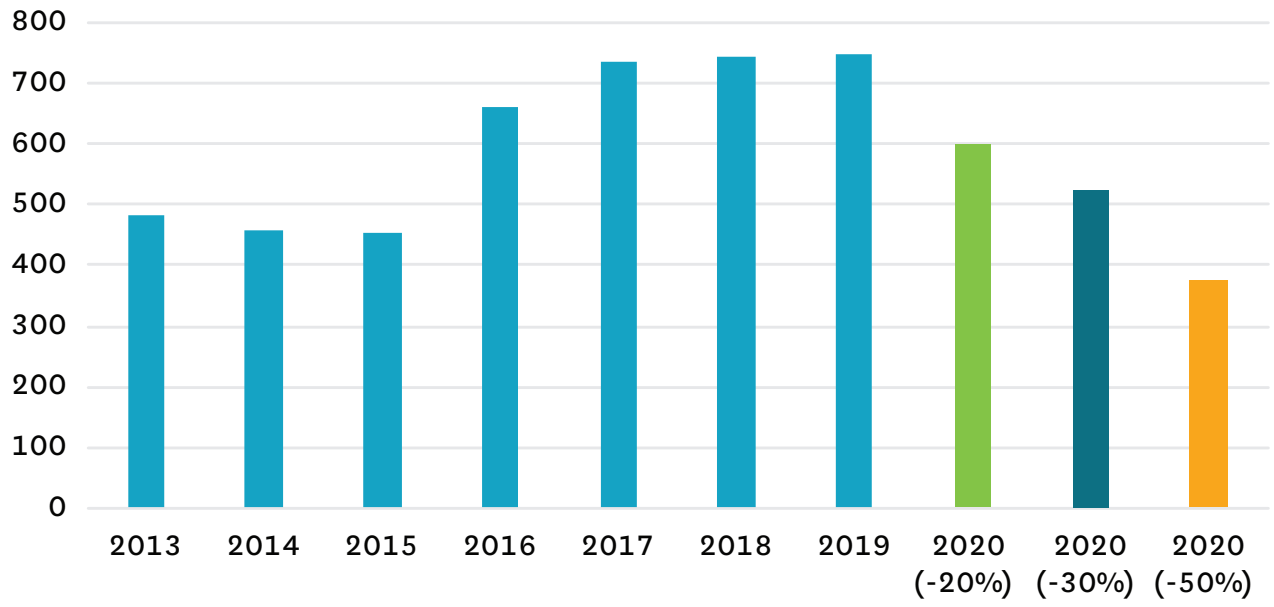


Figure 13 Whangārei District Total Building Consents Draft Projections

What changes in the construction, manufacturing and logistics mean for Whangārei

- Lack of material, equipment and parts for infrastructure and development projects.
- Job losses and business closure.
- Reduced imports/exports through Northport and corresponding reduction in traffic movements.
- Reduction in building and resource consents.

IMPACT 7: GOVERNMENT FUNDING, REFORM AND DECISION MAKING

COVID-19 is the government's top priority and will remain so for the foreseeable future.

The shift in government priorities will likely result in the following:

- deferring significant decisions – such as the Navy base, Port expansion, Three waters reform
- deferring reform programmes that could be perceived to negatively impact on our economy – such as National Policy Statements on Urban Development, Highly Productive Land, Biodiversity and Freshwater
- reprioritisation of funding – government have announced a $12.1b dollar relief programme and there may be further announcements dependent on the severity of the recession and the longevity of COVID-19
- delay in treaty settlement negotiations for Kaipara Moana.

Ultimately this may also impact on the election and government's long-term programme. Delays in decision making will impact on Council programmes and decision making, such as planning decisions (e.g. District Plan rolling review).

It is recognised that government fiscal policy has the biggest role to play in cushioning the economy's downturn and then generating momentum heading into the recovery. In broad terms, this support and stimulus can happen via three channels.

- increased government spending on purchasing goods and services (government consumption)
- transfers of money to individuals or businesses (which shows up in private consumption or business investment)
- increased government spending on assets such as infrastructure (government investment).

$12.1b COVID-19 package

- Worth 4% of New Zealand's GDP.
- $8.7b in support for businesses and jobs.
- $2.8b for income support and boosting consumer spending.
- $500m boost for health.

The more recent extension to the package includes the following:

- the government, retail banks and the Reserve Bank have announced a six-monthly principal and interest payment holiday for mortgage holders and SME customers whose incomes have been affected by COVID-19
- the government and the banks will implement a $6.25b Business Finance Guarantee Scheme for small and medium-sized businesses. This is to provide short-term credit to cushion the financial distress of SMEs. The scheme will include a limit of $500,000 per loan and will apply to firms with a turnover of between $250,000 and $80m per annum. The loans will be for a maximum of three years and expected to be provided by the banks at competitive rates. The Government will carry 80% of the credit risk, with the other 20% to be carried by the banks
- the government has agreed to freeze all rent increases and to look to extend no-cause terminations.

$900m loan to Air New Zealand

- The facility comes under a number of conditions including the possibility of the government expanding their 52% stake in the airline.
- $600m of the loan will come with an interest rate of between 7-8%.
- $300m of the loan will come with an expected interest rate of 9%.

$56m expenditure to support Māori communities and businesses

- $30m has been made available for targeted health funding for Māori.
- $10m is available for whanau Māori community outreach.
- $15m will go towards Whanau Ora to reach Māori communities.
- $1m has been made available to provide Māori businesses with advice and planning tools to tackle the economic impacts of COVID-19.Te Puni Kokiri (TPK) are supporting the activities of Te Kahu o Taonui-National Iwi Chairs Forum. TPK is reaching out to Māori businesses with support of NZ Māori Tourism, Federation of Māori Authorities (FOMA) and Poutama Trust.
- TPK are also working alongside Northland Inc to support Māori Businesses regionally and supported KPMG to develop an online survey.

Tax schemes

- $3.1b tax loss carry-back scheme (estimated cost over the next two years). Essentially this means a forecast loss in the current financial year can be offset against the tax paid on a profit from last year
- $60m estimated annual savings to business each year from changes to the tax loss continuity rules
- $25m in the next 12 months for further business consultancy support
- Greater flexibility for affected businesses affected to meet their tax obligations
- Measures to support commercial tenants and landlords. To this end the Government will extend the current 10 working day timeframe that commercial landlords may cancel the lease to 30 working days. This will be for both the period the tenant is in arrears before the notice is given, and for the period to remedy the breach. The Government will also extend the timeframes for lenders from 20 to 40 working days for mortgaged land, and from 10 to 20 working days for mortgaged goods. This will apply to commercial mortgages and home loans. However, the already announced mortgage deferrals are likely to be the first port of call for residential borrowers.

Further government support policy and stimulus for the economy is likely over the next few months. Of note will be the 2020 Budget, which is likely to contain the biggest initiatives and perhaps a focus on the medium and longer term. Other significant announcements could be made at December's Half-Year Economic Update or the 2021 Budget, as the shape and magnitude of the required response from the government becomes clearer.

It is clear that government will seek to inject financial stimulus into the economy. However, its capability to do that is not limitless and we may find that it is able to inject less money into the economy than we would hope.

IMPACT 8: LOCAL GOVERNMENT SECTOR

The COVID-19 Local Government Response Unit has provided an initial assessment of the likely economic impacts on the local government sector.

A summary of the key findings include:

- it appears that all councils expect a significant reduction in non-rate revenue in the fourth-quarter of 2019/20 and well into 2020/21
- the sudden onset of COVID-19 means that the impact on the business sector is more pronounced than in a conventional recession. Council's with a high proportion of business rates are likely, in the short-term, to face greater collection difficulties than others
- in districts with a high degree of non-essential service industries, the impacts of COVID-19 mean that a greater proportion of households and businesses may face financial hardship. These councils will likely see greater reductions in revenue from fees and charges and rate collections
- districts heavily reliant on revenue derived from tourism activities are expected to be under significant financial stress for an extended period
- many councils were planning significant rate rises in 2020/21 and beyond to fund essential infrastructure upgrades, and expansions to meet growth demands. These rate rises are being reconsidered due to potential ratepayer hardship arising from COVID-19
- any reduction in planned rates revenue will have long-term or multi-year implications such as large future rate increases and/or further reduced spending to balance the books and catch up.
- lower-than-planned rates and other revenue reductions means councils are likely to reduce operational and capital expenditure. This will create job losses directly or indirectly. Longer-term, reduced investment in infrastructure is likely to lower productivity and reduce the availability of serviced land needed for housing
- councils typically spend twice as much on suppliers (including contractors) as staff and will likely look to reduce this expenditure. This will have both direct and indirect impacts on their communities
- most councils are unlikely to meet the 30 percent revenue reduction criteria for the Government wage subsidy themselves, but some council subsidiaries may. This income may not offset all of the costs of retaining affected staff during the period of the subsidy
- our very limited analysis of councils' borrowing capacity is that the majority of councils have sufficient debt headroom to respond to COVID-19 impacts through to the end of the 2020/21 financial year. However, revenue reductions will reduce the headroom for all councils. Most significantly, there are several councils already managing higher debt that have very little spare borrowing capacity and may reduce borrowings to mitigate the risk of breaching LGFA debt covenants.

For Whangarei District Council we can expect reductions in most if not all of our income streams. This includes income streams such as the NZTA subsidies. NZTA will have had a significant reduction in their income as a result of COVID-19 and may struggle to meet their funding commitments to councils.

Framework for recovery

1

Stage 1
RESTART
Respond to ***immediate impacts*** on key economic sectors

2

Stage 2
RECOVERY
Support ***ongoing and quick economic recovery*** across the District

3

Stage 3
RESET
Reset to ***more inclusive, resilient and sustainable economy***

Ongoing economic monitoring and reporting to inform decision making

The initial focus will be highly impacted sectors in Whangārei. This stage will look at actions we can implement now and may only be temporary. The sectors we will focus on include: tourism, construction, hospitality and manufacturing.

e.g. rent relief for commercial tenants in council property.

This stage will have a broader focus to look at recovery of all sectors. The actions may take longer to implement but will be informed by ongoing monitoring and reporting.

e.g. boosting current and future capital programme to support the construction sector.

We acknowledge that our economy will not go back to the way it was before COVID-19. We take this opportunity to make our economy better. As our economy resets, we will work to maximise existing strengths and ensure we are more resilient to future shocks through a broader economic base. We want to be sustainable for our environment and communities and more inclusive to ensure our whole community sees the benefits.

e.g. Support a circular economic model through our procurement processes.

WHY IS THIS FRAMEWORK BEING USED?

This framework will be used to structure our response to COVID-19. The progression from responding to immediate impacts, through to economic recovery and then economic rebuild broadly aligns with the approach set out by central government. It also aligns with response strategies being adopted by central and local governments globally.

THE NEED FOR FLEXIBILITY AS WELL AS COLLABORATION

However, within this framework there needs to be flexibility. The progression through the stages will not be linear and the application of the framework may look quite different depending on the economic sector.

Delivery of the framework will require a culture of collaboration underpinned by our existing organisational strategy. Many of the actions will require a number of parties to deliver them successfully. Collaboration and partnership must also exist between Council and key stakeholder such as our hapu partners, iwi, central government and local businesses.

Key to the delivery of this strategy will be partnership. The focus will be on partnering with the following:

- local businesses
- central government
- hapu

WHAT DO WE WANT THE ECONOMIC RESET TO LOOK LIKE?

The economic reset for Whangārei will be based on our already diverse economy. Pre COVID-19, Whangārei had a relatively balanced economy that was not overly reliant on a single sector. This should be strengthened as well as looking at new opportunities in the technology sector, green/sustainable businesses and land-based industries, value-added primary production, aquaculture and marine engineering. Focusing integrated supply chains as well as clustering of economic activity.

As noted by a number of local commentators and business owners, within the recovery and rebuild of our local economy there are opportunities to maximise benefit for our community and capitalising government support for the regions and provincial centres:

- greater collaboration and partnership across the economy
- reinvigorate and better utilisation of local businesses
- investment that will be game changers for the Whangārei, such as the Drydock facilities
- education and re-training programmes to support people to get back into work
- less reliance on imported manufacture goods, greater priority on New Zealand goods.

Ultimately, we want a reset of our economy to produce an inclusive, productive and sustainable business ecosystem.

What tools can we use?

To ensure that this strategy focuses on what we can influence the most, we will use the tools set out below. These tools focus on the levers which we can pull and how we can deliver them. For example, an increase in our capital infrastructure programme could be delivered through our next 10-year Long Term Plan which is due next year.

TOOL	DETAIL	HOW
Finance	• Development Contributions • Rates • Commercial rents (Council property) • Fees and charges • Grants • Procurement	• Annual Plan 2020 – 21 • Long Term Plan 2021 – 31 • Long Term Plan 2024 - 34
Regulatory processes	• Building consents • Resource consents • Enforcement	• District Plan • Bylaw reviews
Support and partnership	• Expert advice and support • Facilitation and help through council process • Partnership with hapu • Partnership with local business	• Operational - Technical staff and resources • Governance and decision making
Infrastructure	• Infrastructure projects to enable economic activity • Levels of service to support a well functioning economic sector/ attractive investor environment	• Capital programme set through the Long Term Plan/Asset Management Plans
Future planning	• Location for future growth and infrastructure • Alignment with government planning and investment	• Whangārei District Growth Strategy • Spatial Planning/Placemaking
Advocacy	• Political advocacy to central government for policy change/key decision making • Political advocacy to promote the District	• Elected Members and Strategic Leadership Team

TOOL	DETAIL	HOW
Communication	• District promotion (locally, nationally and internationally) • Communication to our key stakeholders and businesses • Wider community communication	• Key messages • Communication tools such as social media • Communication and promotion tools
Organisational culture	• Whanaungatanga - Collaboration and partnership through the delivery of COVID-19 actions • Manaakitanga - Care and respect for other, particularly those who have been hardest hit by the impacts of COVID-19 • Kotahitanga – working together to the single goal of recovery from COVID-19 • Atawhaitanga – Focus on our role of stewardship and responsibility as a willingness to contribute what is needed to move through this crisis	• Strategic Leadership Team • Department Managers and Team Leaders

Actions

This section of the strategy contains specific actions we will take, using the tools available to us as a local authority and aligned with our proposed response framework:

STAGE 1 | RESTART: RESPOND TO IMMEDIATE IMPACTS ON KEY ECONOMIC SECTORS

	ACTION	COUNCIL TOOL	HOW
1.1	Review our planned rates increase through 2020-21 Annual Plan process (as per Whangārei Economic Recovery Package – endorsed by Council 16/04/20)	Finance Rates	2020-21 Annual Plan
1.2	Operational budget review for savings through 2020-21 Annual Plan process (as per Whangārei Economic Recovery Package – endorsed by Council 16/04/20)	Finance	Operational 2020 -21 Annual Plan
1.3	Support for those struggling to pay rates, fees and charges (as per Whangārei Economic Recovery Package – endorsed by Council 16/04/20)	Finance Rates	Operational
1.4	Community support through welfare networks support for vulnerable groups (as per Whangārei Economic Recovery Package – endorsed by Council 16/04/20)	Support and Partnership	Operational
1.5	More frequent payments to Council suppliers (as per Whangārei Economic Recovery Package – endorsed by Council 16/04/20)	Finance	Operational
1.6	Rent relief for commercial tenants (as per Whangārei Economic Recovery Package – endorsed by Council 16/04/20)	Finance	Operational 2020 -21 Annual Plan
1.7	Support for businesses through partnership with Northland Inc and NorthChamber (as per Whangārei Economic Recovery Package – endorsed by Council 16/04/20)	Support and Partnership	Operational
1.8	Northland's Civil Defence Emergency Management response (as per Whangārei Economic Recovery Package – endorsed by Council 16/04/20)	Support and Partnership	Operational

	ACTION	COUNCIL TOOL	HOW
1.9	Continue to provide essential services through the lock down period: • drinking water • wastewater • solid waste • cemeteries • animal services • road repairs/maintenance • urgent consenting requirements associated with essential services.	Infrastructure Regulatory processes	Operational
1.10	Prioritise processing building and resource consents. Where possible reduce processing timeframes. Continue to work with the construction industry and where practicable respond to their needs to enable construction projects to take place.	Regulatory processes Building consents	Operational
1.11	Engage with our hapu and iwi partners to identify opportunities for partnership in the immediate response to COVID-19 and ongoing economic recovery projects.	Support and Partnership	Operational
1.12	Seek support/advice from the COVID-19 Local Government Response Group, to inform our processes and decision making.	Support and Partnership	Operational

STAGE 2 | RECOVERY: SUPPORT ONGOING ECONOMIC RECOVERY ACROSS THE DISTRICT

	ACTION	COUNCIL TOOL	HOW
2.1	Boost our capital programme and prioritise projects which will play a key part in Whangārei's economic recovery. (as per Whangārei Economic Recovery Package – endorsed by Council 16/04/20).	Finance Infrastructure	2020-21 Annual Plan 2021–31 Long Term Plan
2.2	Plan for the longer term impacts of COVID-19 in our growth strategy and other key strategic planning documents (as per Whangārei Economic Recovery Package – endorsed by Council 16/04/20).	Future Planning	Growth Strategy 2021- 31 Long Term Plan
2.3	Prioritise central government funding opportunities for projects that will assist in the ongoing recovery of our District. This includes: • Crown Infrastructure Partners "Shovel Ready" Projects • NZTA subsidy for local road upgrades, safety improvements and placemaking projects • subsidy/support for active and public transport modes. New or amended funding opportunities may arise, which Council should be prepared to respond to with a strategically prioritised list of projects which will support economic recovery.	Infrastructure Future Planning	Growth Strategy 2021-31 Long Term Plan
2.4	Prioritise levels of service which will provide safe and clean public spaces for our community. This could include more regular street/footpath cleaning.	Infrastructure - Level of service	2021-31 Long Term Plan
2.5	Support economic recovery of the city centre through investment in quality design of public spaces (City Core Precinct Plan/New Town Basin Park etc) and partnering with central government, NorthChamber and key local businesses and landowners to advocate and enable city centre investment. Promoting the City Centre as a focus for cultural institutions and develop a diverse supporting network of cultural programmes across the District.	Infrastructure – Capital works Partnerships Advocacy	2021-31 Long Term Plan City Centre Plan

	ACTION	COUNCIL TOOL	HOW
2.6	Support economic recovery of retail and hospitality sectors across the District. Focusing on retail centres in Whangārei Urban Area, Ruakaka and in coastal and rural areas. Support could involve: • partnership with central government on project delivery • support through key institutions such as NorthChamber and Northland Inc • focus on levels of service for key retail and hospitality areas.	Infrastructure – Capital works Partnerships Advocacy	2021-31 Long Term Plan
2.7	Continue to maintain core infrastructure so business have access to safe water, wastewater networks and transport options and car parking.	Infrastructure - Level of service	Operation (more funding may be required)
2.8	Partner with hapu and iwi to investigate opportunities to support projects which will be of benefit to our Māori economy. This could include advocating to central government for resources to support Hihiaua Cultural Centre and operational support for Papakāinga development (e.g. consent processes).	Support and Partnership	Operation (more funding may be required)
2.9	Investigate opportunities to support our ethnic groups in economic recovery through agencies such as Multicultural Whangārei.	Support and Partnership	Operation (more funding may be required)
2.10	Support local or central government driven housing projects through: • Kāinga Ora • local accommodation businesses • community housing providers/shelters • Papakāinga. Prioritise projects that focus on inner city living and housing needs within our community.	Support and Partnership Regulatory	Operational 2021-31 Long Term Plan
2.11	Through Northland Inc, work with Te Puni Kokiri investigate opportunities to support Māori Businesses in Whangārei.	Support and Partnership	Operational

	ACTION	COUNCIL TOOL	HOW
2.12	Continue to prioritise, where practicable, local contractors in our procurement processes and/or contractors that can provide employment and training opportunities to the more vulnerable sectors of our community. This could include social procurement policy similar to Auckland Council to help offset estimate imbalance of the employment impact of young Māori/Pasifika.	Finance – Procurement Infrastructure	Operational
2.13	Strategically identify development opportunities and plan and prepare the ground to attract private investment. This could also include opportunities to leverage off the commercial property.	Support and Partnership	Operational
2.14	Continue to foster a customer focused approach, to support our community through: • customer service support • information and advice • facilitation with other agencies.	Support and Partnership	Operational
2.15	Ensure new or reviewed policies, strategies and decision making take into account, and where practicable, prioritise economic recovery.	Future Planning	Operational
2.16	Undertake fact-based research to dispel negative perceptions and ensure that within the organisation we "push back" on negative perceptions.	Support and Partnership	Operational
2.17	Through prioritisation of decision making, focus on projects and plans that can fast track de-carbonisation of our economy. Look at tools such as our: • procurement processes • partnerships • Growth Strategy and place-making.	Finance – Procurement Infrastructure	Operational
2.18	Partner with the tourism and hospitality sector as well as NorthChamber and Northland Inc, to explore what the future of tourism looks like and identify how Council activities might need to respond.	Support and Partnership	Operational

STAGE 3 | RESET: RESET TO A MORE INCLUSIVE, RESILIENT AND SUSTAINABLE ECONOMY

	ACTION	COUNCIL TOOL	HOW
3.1	Advocate to central government for improved transport connections from Whangārei to Auckland by rail and road.	Advocate	Elected Members and Strategic Leadership Team
3.2	Advocate for a decision and funding to move the New Zealand Navy Base and Port functions from Auckland to Whangārei with a focus on the support industries and training opportunity for our local community. Advocate for the proposed drydock development to support our marine sector.	Advocate	Elected Members and Strategic Leadership Team
3.3	Advocate for investment in Northbase Hospital redevelopment and ensure our planning regime and infrastructure investments are enabling of a rebuild.	Advocate Regulatory Partnership Infrastructure	Elected Members and Strategic Leadership Team
3.4	Advocate and support for investment in projects which will diversify and broaden our economic base, as well as supporting industries which have been hardest hit. These projects could include: • food production – incorporating Growers Market and perhaps the development of something similar to the Manukau Food Hub • manufacturing and engineering – including our marine industry • tourism attractions and accommodation • education and training • technology and communications.	Advocate	Elected Members and Strategic Leadership Team
3.5	Prioritise the implementation of Corporate Sustainability Strategy and the Climate Change Action Plan, with a focus on actions which will support rebuilding a sustainable economy.	Support and Partnership	Operation (more funding may be required)

	ACTION	COUNCIL TOOL	HOW
3.6	Ensure our projects and support of external projects supports ongoing resilience. This should be achieved through strategic partnerships with: • Hapu • Government agencies • Key industries and developers. This should be informed by assessments of our vulnerability of climatic risks and changing economic cycles.	Future Planning	2021-31 Long Term Plan
3.7	Foster partnerships to develop and implement spatial planning which supports economic recovery and responds to our communities needs. This includes: • Whangārei to Auckland Spatial Plan • Growth Strategy • City Centre Plan • Placemaking programme Partnerships include with our hapu, central government and key businesses and land owners	Advocate Support and Partnerships Future Planning	Elected Members and Strategic Leadership Team
3.8	To create greater diversity, provide support for industry clusters, niche producers.	Advocate Support and Partnerships Regulatory	Operational
3.9	Investigate opportunities for smart city approach, technology and digital connectivity to rebuild our economy and build greater resilience. Future proof projects so that, as far as practical, they can adapt/respond to new technology Identify in infrastructure plan and business plans how new technology could improve our service delivery	Infrastructure Future Planning	Operational
3.10	Partnering with our tourism sector and hapu, continue to develop our unique authentic cultural point of difference, to support continue economic development	Advocate Support and Partnerships	Operational

ONGOING ECONOMIC MONITORING TO INFLUENCE DECISION MAKING

	ACTION	COUNCIL TOOL	HOW
1.1	Ongoing monitoring of local economic indicators, such as employment rates, GDP, tourism spend, building consents. Create a COVID-19 Recovery dashboard to enable indicators to be reported easily to the public and Elected Members. Ensure we have robust sources of information from our banking sector, central government, local government networks and expert economists.	Future Planning	Operational
1.2	Establish a network of local businesses through NorthChamber and Northland Inc to provide information and commentary on economic recovery.	Support and Partnership	Operational
1.3	Ongoing monitoring of local government response/central government response as well as expert commentary to inform our decision making.	Support and Partnership	Operational
1.4	Information gathered to support and guide our visitor industry decision making at a strategic level.	Advocate Support and Partnerships	Operational

Whangarei District Council

Private Bag 9023, Whangārei 0148, New Zealand

Forum North Building, Rust Avenue, Whangārei

Ruakaka Service Centre, Takutai Place, Ruakaka

P: +64 9 430 4200

E: mailroom@wdc.govt.nz

W: www.wdc.govt.nz

Facebook: WhangareiDC

Whangarei District Council

FUNDING APPLICATION

DATE

APPLICANT

1. Proposal Introduction

Project name:
Project purpose (brief summary of its purpose in developing business and industry capability in the district):

Describe how this project came about, who is involved, and the purpose.
Note: To delete any tip (such as this), select it and start typing. If you're not yet ready to add your own text, select a tip and press spacebar to remove it.

2. Applicant

Contact person (name and position):
Name of organisation:

Postal address:
Telephone:
Mobile:
Email:

Postal address:
Telephone:
Mobile:
Email:
Website:
Are you an incorporated association? Yes/No/Other (please specify below)
Other:
Has your organisation received funding from WDC before? Yes/No
Detail:

PROJECT OVERVIEW

3. Our Proposal

Project description – give a brief description/overview of your project (250 words maximum).
(Please outline employment, economic activity and investment objectives and the anticipated impact on the District)
As a suggestion, you could outline:

- *What issue or opportunity does the project address?*
- *Why has this approach been taken?*
- *What are the project outcomes?*
- *What are project deliverables?*
- *Who are the groups involved?*
- *What consultation has been in developing the project?*
- *What is the project's contribution to growing employment in the District?*
- *Does the project contribute to investment / investment readiness in the District? How?*

4. Project Scope

Project scope defines the boundaries of a project. Think of the scope as an imaginary box that will enclose all the project elements/activities. It not only defines what you are doing (what goes into the box), but it sets limits for what will not be done as part of the project (what doesn't fit in the box). Scope answers questions including what will be done, what won't be done, and what the result will look like.

5. Implementation

Describe how you plan to implement the project. For example, will all parts of the project be rolled out at once or will it be incremental? What will be included in each release?
Include recommendations that lead to your proposed solution. Summarize what you're proposing to do and how you're going to meet the goals. You can expand on the details outlined within the 'Our Proposal' section.

6. High-Level Timeline/Schedule

Describe what the high level timeline/schedule will be to plan, design, develop and deploy the project. Generally, by when do you expect this project to be finished?

7. Declaration

I declare that the information on this form is correct.
Signed: _____

Position / title: _____

Date: _____

DRAFT

Application process

A brief application form meeting the below criteria measured against consistent evaluation measures

Relief Kaupapa *(criteria)*

•Each project should help achieve one or several of the following:

- •Creating jobs, leading to sustainable economic activity
- •Increasing social inclusion and participation
- •Enabling Māori to realise aspirations in all aspects of the economy
- •Encouraging environmental sustainability
- •Improving resilience by diversifying our economy

•Create additional value and avoid duplicating existing efforts

•Have a link to Council plans, policies and priorities and be supported by stakeholders, and

•Be well managed, well-governed and have appropriate trade-offs between risk and reward.

Evaluation

Relevance

- To what extent are the objectives of the proposal valid?
- Are the activities and outputs of the proposal consistent with its objectives?
- Are the activities and outputs of the proposal consistent with the intended impacts and effects?

Effectiveness

- To what extent are likely to be achieved?
- What were the major factors influencing the achievement or non-achievement of the objectives?

Efficiency *(*uses the least costly resources possible in order to achieve the desired results*)*

- Are the activities cost-efficient?
- Can the objectives be achieved on time?
- Can the proposal to be implemented in the most efficient way compared to alternatives?

Impact *(The positive and negative changes produced by a development intervention, directly or indirectly, intended or unintended)*

- Can the outcomes be linked to the proposal?
- What real difference will the proposal make to the identified beneficiaries?
- How many people have been affected?

Sustainability

- Can the benefits of the proposal continue after funding ceases?
- What major factors will influence the achievement or non-achievement of sustainability of the proposal?

DRAFT

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

Meeting:	Strategy, Planning and Development
Date of meeting:	15 October 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 Strategy, Planning and Development Operational report for October 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 September 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 – October 2020

October 2020 Operational Report

Strategy, Planning and Development Operational Report (reporting on September 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
Nil

Strategy

Democracy and Assurance
Nil

Economic Development
With central government wage subsidies coming to an end many local businesses are now entering a time of greater uncertainty. Work undertaken by MSD indicates that many of the businesses they have surveyed are not looking at long-term redundancies and those that are, were typically larger businesses employing more than 20 staff. It should also be remembered that a majority of the Districts businesses do not actually employ any staff at all.

The impact of COVID-19 on local businesses has been variable depending on the nature of those businesses, the need those businesses are meeting and whether it is still possible to meet that need. Local hospitality reflected Aucklanders travelling during their recent restrictions had impacted on their businesses, many also said that they had reduced their operating hours but managed to maintain a level of income near to what they would have normally expected. Of more concern to many is the disruption in their supply chains especially those that rely on overseas products or workers. Retailers are expecting issues in supply of consumer goods from overseas as they head into a period that traditionally produces high volumes of sales. Conversely one local manufacturer of building supplies reported they have experienced an upsurge in sales due to difficulties experienced by their competitors overseas products getting into the country or production issues in the source country resulting from COVID-19.

Outside of the central government's funding announcement relating to Oruku Landing, there was one other significant funding announcement through the Provincial Growth Fund within the district. Rohe Produce Limited will receive a loan of $14 million towards a $70 million project that will see an 8.9ha high-tech glasshouse built at Marsden Point to grow organic specialty tomatoes. This glasshouse will be the first of its kind in New Zealand with the use of 100 per cent LED to increase tomato yields by 50 per cent per square metre. Around 200 construction jobs will be created over a 12-18 month glasshouse build, with 110 permanent jobs once it is operational year round.

District Promotions

Accommodation Data Programme (ADP)

The ADP, which replaces the Accommodation Survey, is now live and data is available at district level.

DISTRICT GUEST NIGHTS

	JUNE			JULY			AUGUST		
	Whangarei	Far North	Kaipara	Whangarei	Far North	Kaipara	Whangarei	Far North	Kaipara
Domestic	21,300	44,400	6,000	25,700	60,500	6,000	18,100	41,900	7,200
International	1,600	6,800	4,300	4,500	22,000	4,300	580	3,400	650
Total 2020	22,900	51,200	10,300	30,200	82,500	10,300	18,680,	45,300	7,850
Total 2019	24,520	53,246	4,630	27,170	57,590	4,164	27,590	59,516	3,801
Domestic %	**93%**	**86%**	**58%**	**85%**	**73%**	**58%**	**97%**	**97%**	**91%**

*Note - datasets are different for 2019 and 2020. However, in 2019, 49 Whangarei properties provided data, in 2020, 47 provided data. In 2019, 204 Northland properties provided data, in 2020, 206 provided data. A breakdown to property type isn't available at district level.

NORTHLAND GUEST NIGHTS

	JUNE		JULY		AUGUST	
	2019	2020	2019	2020	2019	2020
Domestic %	72%	89%	72%	75%	71%	94%
TOTAL*	82,395	87,000	90,923	123,000	90,907	71,800

*Note – as above, datasets are different for 2019 and 2020.

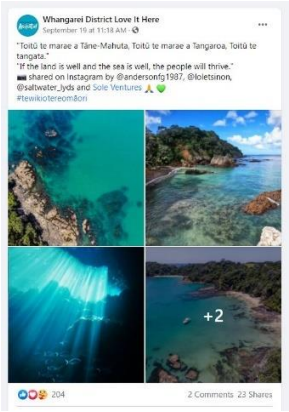
Feedback from operators highlights the importance of the Auckland domestic market as border closures in August 2020 had a significant effect on visitation; one activity operator reported a 50% drop with the Auckland lockdown. And also how critical it will be to have a strong summer to remain viable.

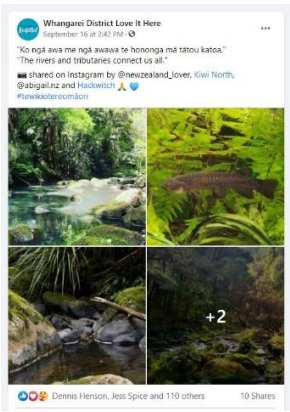
Whangārei District Love It Here! Facebook page

For the month ending 29 September, 2020 the Whangarei District Love It Here! Facebook page achieved:

- 18,561 Likes
- Reached (the number of people who saw a post)
  - Organic (unpaid) 73,850
  - Paid 99,637
  - TOTAL 173,487

Highlights include a short local campaign, developed with our Māori Liaison department, in celebration of Te Wiki o te reo Māori. And promotion of the Whangārei Fringe Festival to audiences in Northland, Auckland and the rest of the North Island.





Commercial Property

A great atmosphere at the Town Basin continues despite the recent return to COVID-19 Level 2 restrictions. Despite the closure of the playground, and impact on visitors (Auckland lockdown), pedestrian traffic does not appear to have been affected.

Rent reviews and renewals continue as per the schedule. The market is still seeing slight movements despite the uncertainty of the economy.

'LOCO', the new South American themed cocktail and tapas bar is on schedule to open in early December 2020 in time for the Christmas and summer season.

Parihaka Transmission Mast
A temporary overland power cable is being installed to totally isolate the power supply to the mast. Once this is completed staff and key stakeholders will be able to assess next steps.

A briefing paper is complete and will be presented to Councillors on 13 October 2020 regarding the situation and to review future options regarding the structures on the summit.

Whananaki Baches
The review of the Whananaki North road reserve and occupancy of private baches is nearing completion. A total of nine baches have provided independent inspection certificates of compliance. New market rentals have been determined and agreed and new licenses to occupy have been issued until July 2030. The remaining three families are progressing matters to meet Council's requirements but have been given a deadline of November 2020 subject to review.

Airport
With COVID-19 restrictions now lifted and social distancing requirements in aviation services reduced, there has been a steady increase in flights to and from Whangarei averaging three per day. Although early days, Air NZs recent announcement of 180,000 cheap flight across the country is expected to bolster passenger numbers especially with the school holidays.

Alternate aviation provider Sun Air is also recording increased activity with three aircraft in operation and daily flights. Pilot training is also occurring on a more regular basis.

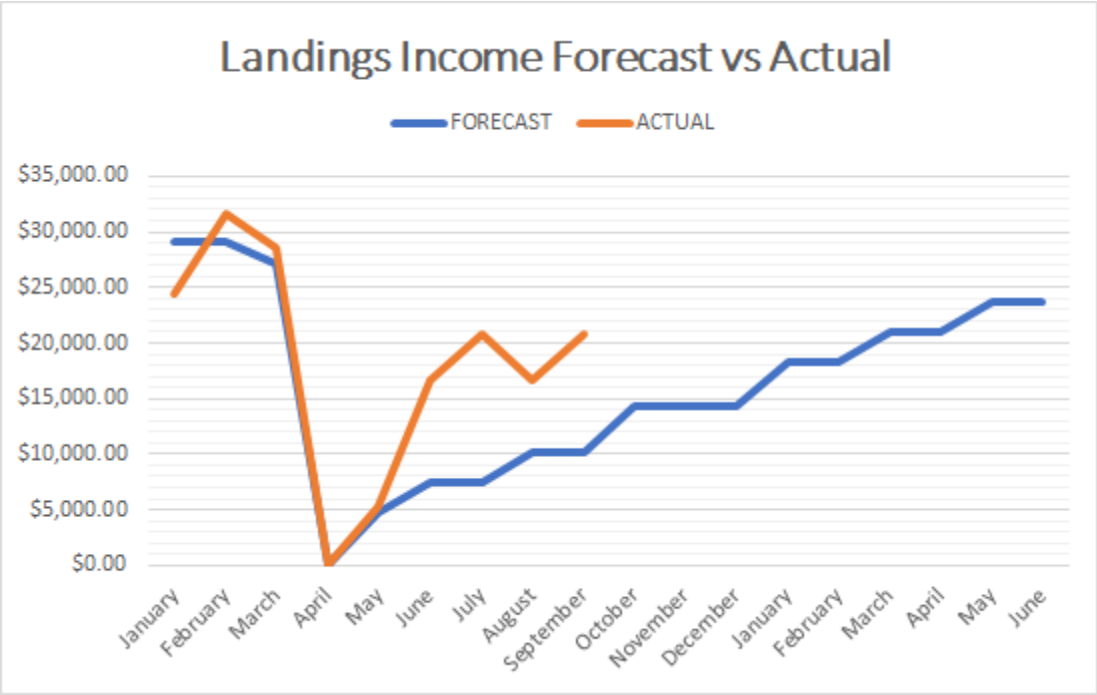
The Airport safety Committee was well attended with a number of safety issue or incidents recorded. These included two significant hazards;

- light aircraft crashed on landing on the main runway. This is being investigated by the CAA.
- A light aircraft crashed on takeoff on the grass runway. This is being investigated by the CAA.

The two light aircraft crashes were a good opportunity to test the emergency response procedures which proved effective.

The CAA quarterly report on wildlife hazards shows Whangarei Airport as a low risk of wildlife incident. This is also tracking consistently.

Revenue figures despite the recent dip continue to track higher than budget forecasts. Parking revenue is still low due to lower passenger numbers but is sitting at approximately 60% of pre COVID-19 figures. Unfortunately, passenger numbers were not available in time for the report deadline.



Despite the change to level one restrictions increased cleaning schedules continues between flights, include surfaces, signage in and around the terminal. Contract tracing remains in place.

On a lighter note the world's most scenic landings competition detailed in the link below, comprised of 6000 aviation enthusiasts from around the world. Although no NZ airports achieve the top honors, Whangarei approach over Oceans Beach and the Whangarei Heads did get an honorable mention as number eight in the regional category.

https://www.nzherald.co.nz/travel/news/article.cfm?c_id=7&objectid=12365765

Strategy

2021 - 2031 Long Term Plan
Through the Corporate Planning Steering group staff have been working on the Long Term Plan. Work on the LTP has entered the prioritisation and direction setting phase with Briefings on 17, 22 and 23 of September 2020 which have resulted in a prioritised list of projects. On the 29 September 2020 discussion was held on possible approaches to the delivery of capital projects. These direction setting steps are needed to ensure we are well placed to deliver a draft LTP by the end of the year.

Climate Change
The draft Climate Change Action Plan and National Climate Change Risk Assessment was shared with elected members at a Council Briefing on 6 August 2020. At the 24 September 2020 Council Meeting, endorsement was given for a Joint Committee on Climate Change. This will provide governance oversight and leadership on the ongoing climate change work programme.

Bylaw review programme
Staff have implemented a bylaw review programme to ensure we review our existing bylaws within the statutory timeframes. A draft Statement of Proposal (SOP) was presented at a Briefing on the 14 September 2020. Feedback from that briefing will be incorporated into the next draft SOP which will be presented to Council for endorsement in October 2020.

Whangarei District Growth Strategy
At the 24 September 2020 Council Meeting elected members endorsed the Draft Whangarei District Growth Strategy for consultation. This endorsement has enabled staff to consult with the public and key partners and stakeholders. Elected members will be informed of any key events or workshops relating to the consultation. Feedback received will be reported back to Councillors in November 2020.

District Plan

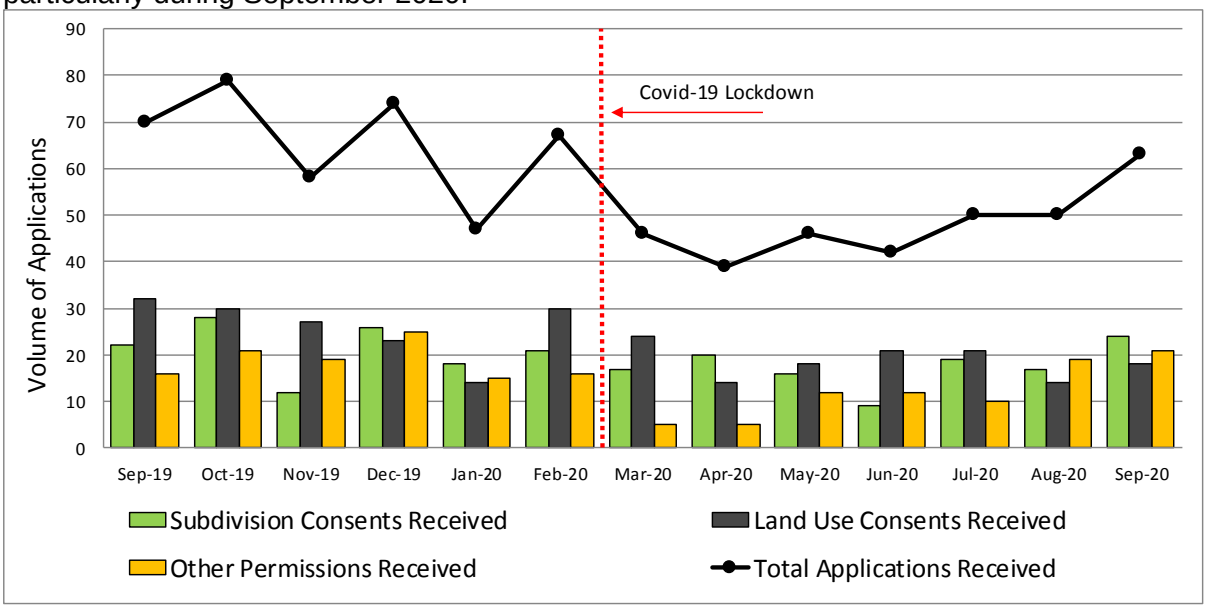
Urban and Services Plan Change Package
Environment Court held a call over on 18 September 2020, Judge Smith outlined the timetable for progression and the requirements to report to Court.

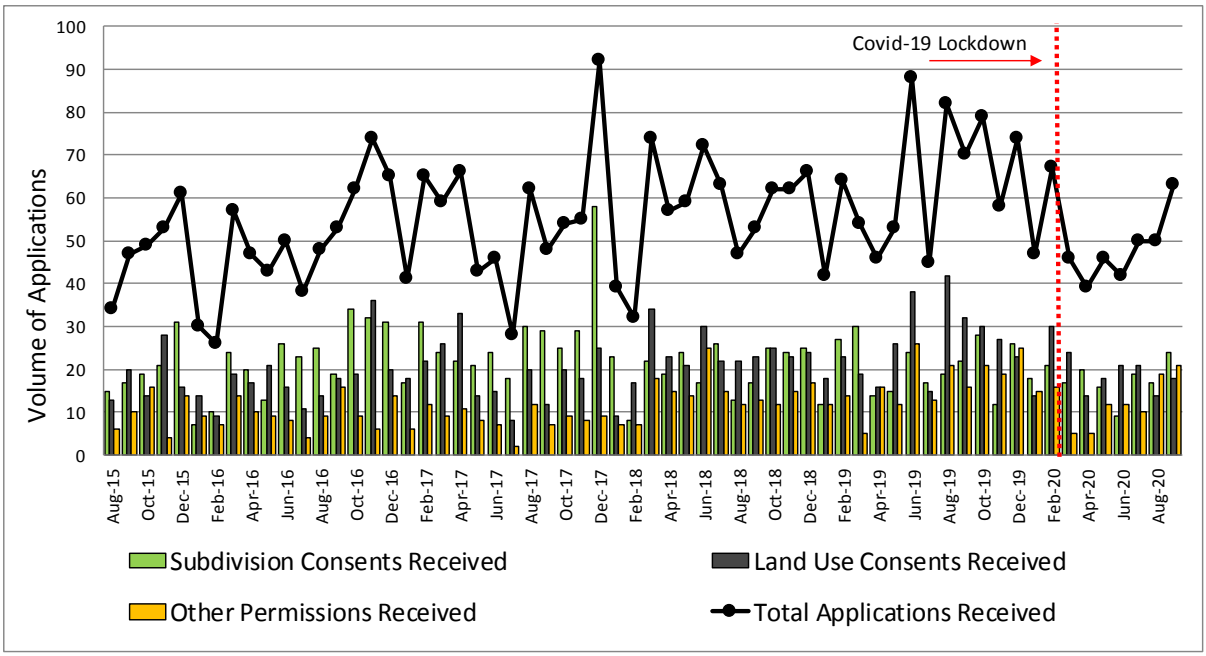
Several topics have been set down for priority mediation during October/November 2020 with a Court reporting date of 27 November 2020.

Council has committed to continue working with parties prior to formal mediation with Court reporting dates of 30 October 2020 and 29 January 2021.

Resource Consents

Resource Consent Processing
The number of applications received in August 2020 totalled 63, a significant increase from last month. Application volumes have been steadily increasing since the fall in numbers at the commencement of the COVID-19 pandemic. Twenty-four subdivision, 18 land-use and 21 other permission applications were received. The second graph shows the application numbers over the last 5 years and clearly shows the peak experienced in June 2019 followed by a downwards trend to the March 2020 lockdown and the steady increase, particularly during September 2020.

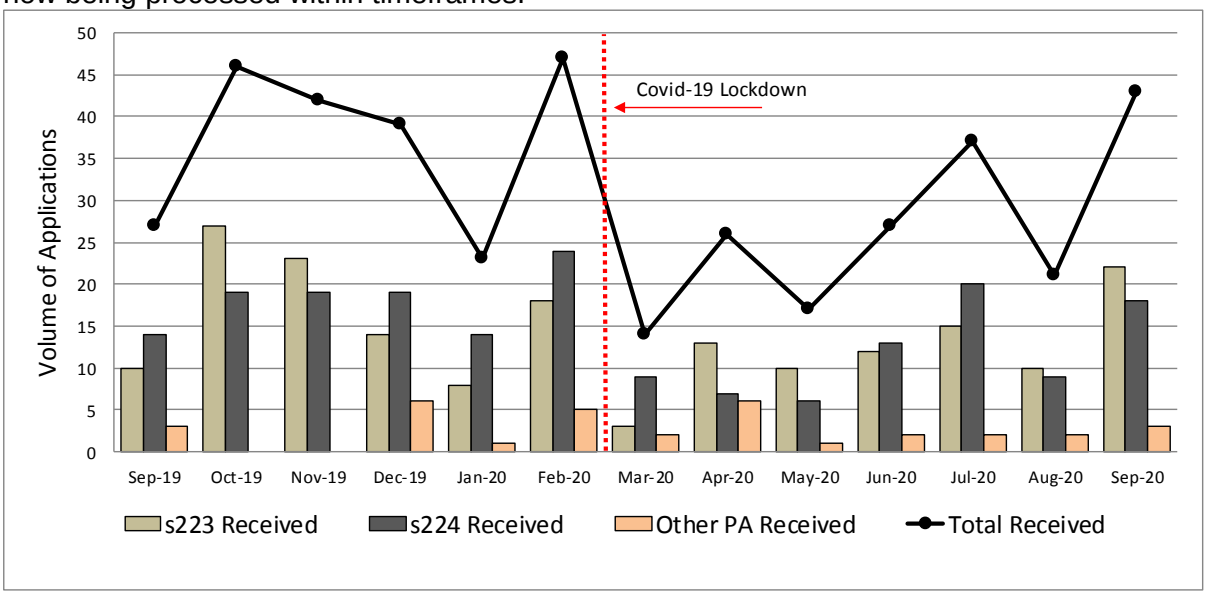




Resource Consents
Applications of interest received during August 2020 include Council's new civic building and the Waipu Skate Park.

Hearings
Three hearings were held during September 2020, with one scheduled not taking place as both submitters and the applicant did not require to be heard. Two decisions on those applications have been released.

Post-Approval
Forty-three (43) post-approval applications were received for September 2020. Again, this is an increase from last month but is not unexpected for this time of year leading into summer. Twenty-two survey plan approvals (s223), 18 completion certificates (s224) and 3 other post-approval related application were received. The continued erratic volumes are persisting and it is unclear if this pattern will continue leading into the historically busier time of the year with commencement of the normal construction period. All new applications are now being processed within timeframes.



Appeals
No appeals have been received during September 2020.

Building Department

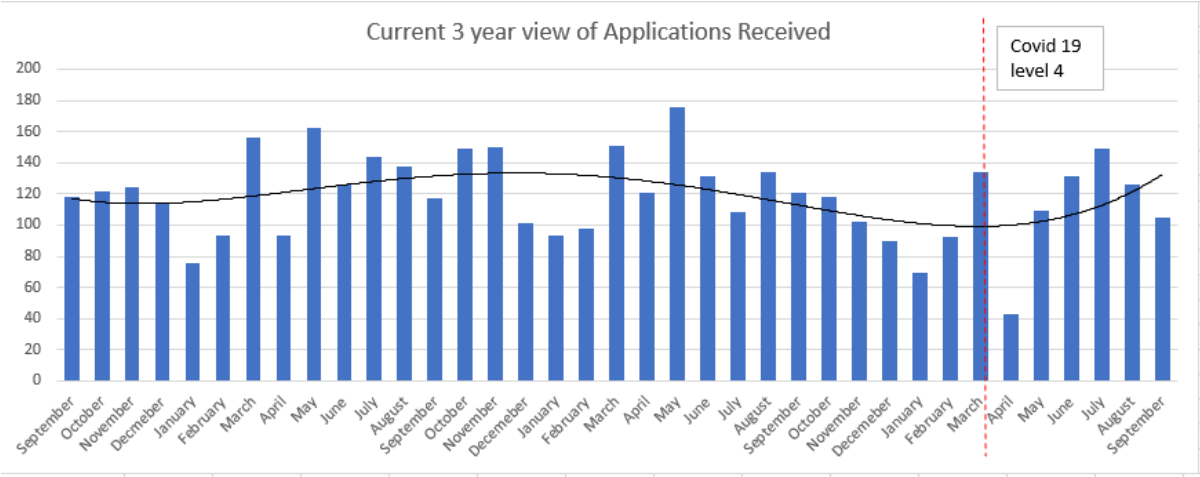
Building Consent Performance Indicators (31 August - 25 September)

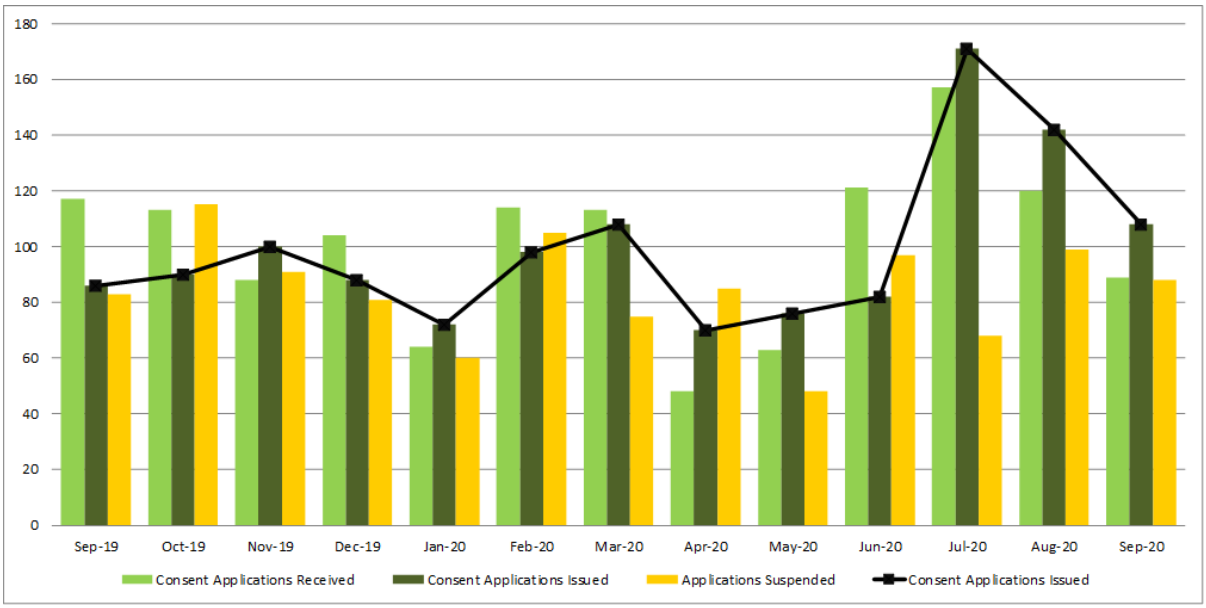
Performance Indicators			
		Sep-20	Year's Average To Date
Building Consents Granted	20 Days (statutory)	97%	97%
Building Consents Issued	3 Days (internal KPI)	97%	90%
Inspections Completed within 48 Hrs	% Complete Within 2 Working Days (internal KPI)	99%	99%
LIMs	% Within 7 Days (internal KPI)	92%	82%
LIMs	% Within 10 Days (statutory)	100%	100%
PIMs	% Within 5 Days (internal KPI)	93%	92%
PIMs	% Within 20 Days (statutory)	97%	93%

Building consent applications and inspections are meeting the annual plan requirements in terms of delivery. LIMs and PIMs remain at a high level of service delivery and accuracy. The demand for LIMs remains at a high level with the last three months being in excess of the last two-year average.

Building Consents Received, Issued and Suspended

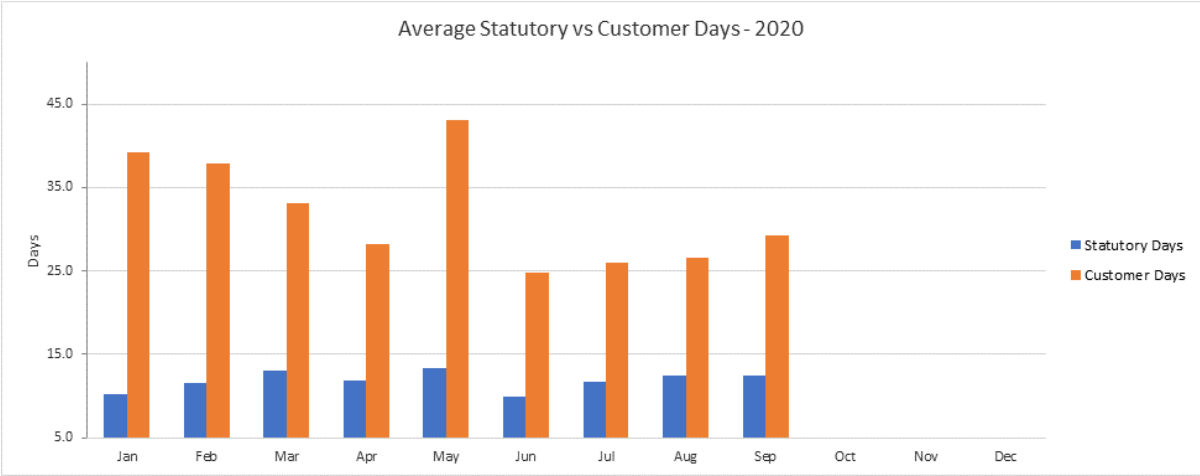
The building consent activity has seen a reduction in numbers for this month compared to the same month last year. Overall the consenting activity remains at a sustained level from June 2020 to September 2020, with this year being similar for the same periods of 2018 and 2019. Forecast for the year is around 1270 applications compared to 1450 at the start of the year, around 183 down, which is not surprising with COVID-19 issues.





Average statutory days versus average customer days

The customer days include total time however exclude weekends and public holidays for this period the average is around 29 working days vs 20-day statutory time.



Health and Bylaws

Environmental Health

Food Act 2014 – Council's Environmental Health Officers (EHOs) continue to receive higher than usual enquiries from individuals wanting to open new food businesses, especially from the more informal sector (hawkers, food stalls etc.)

Sale and Supply of Alcohol Act 2012 – Council's District Licensing Committee Chairperson, Murray Clearwater, recently provided a two-day training workshop on the Sale and Supply of Alcohol Act 2012 and its associated reporting and hearing procedures to both WDC and KDC District Licensing Committee (DLC) members and Committee support staff on day one. On day two, to both WDC and KDC licensing inspectors, Medical Officer of Health representatives, Police Alcohol Harm Reduction Officers and administrative support staff from both councils.

Feedback from the training has been very positive and ultimately ensures Northland wide there is better consistency when it comes to hearings before the DLC and in the way matters are reported to the DLC by reporting agencies, which should in turn speed up the issuing process.

Alcohol Licensing Inspectors also recently dealt with three new applications for on-line (remote or internet based) sellers applying for new licences. That is in addition to a raise in enquiries in this specific 'sales' area, which is unusually high.

Health Act 1956 registered premises – Business as usual with annual inspections and investigation of complaints continuing.

Bylaws

Freedom Camping Ambassador & Enforcement Program
On 29 September 2020 the Ministry of Business, Innovation and Employment (MBIE) advised that our latest Freedom Camping Ambassador and Enforcement program funding grant to the value of $260k has been approved and will be made available to Council just in time for the implementation of the 2020/21 summer season. Approximately $80k thereof is earmarked to finance Council's chosen proactive enforcement program to the value of $135k, which otherwise would have been an unbudgeted additional expense.

General matters – Our enforcement contractor, Armourguard remains busy especially in the dog control area, which this month has seen some negative publicity in the media in relation to roaming or wandering dogs in certain areas.

Whilst that matter has been successfully addressed with three dogs being impounded, one which could potentially lead to a prosecution, this dog control function remains under pressure and would benefit from more proactive work. Our contractor is currently not adequately resourced to focus on this important proactive work.

Armourguard Enforcement Statistics – as these are now only reported quarterly, the next quarter report will be provided to the November 2020 meeting.

Māori Relationships

Te Reo Māori
Te Rōpū Toa o Te Reo Māori provided pepeha videos for Te Wiki o Te Reo Māori, which was supported by the Mayor and CE introducing the kaupapa for the week “Kia Kaha Te Reo Māori”. The recent revival of Te Rōpū Waiata being a success they have been invited to participate at the upcoming Civic Honours ceremony in October 2020. A modest resource collected over the years has identified kupu Māori and place names with macrons which can be utilised for the whole of the organisation.

Civic Centre
Hui with hapū over the past month have been ongoing around the design and cultural impact assessment. Most of the hui have been via online video conferencing.

Te Kārearea Strategic Partnership
Following an extensive recruitment and mandating process Te Huinga on Thursday 05 September 2020 announced the results of the hapū appointments to Te Karearea if it were to become a standing committee of Whangārei District Council.

The eight appointments were:
Jared Pitman
Delaraine Armstrong
Len Bristowe
Deborah Harding
Jade Kake
Tame Te Rangi
Mira Norris
Aorangi Kawiti

It was voted at the Council meeting on 24 September 2020 to become a standing committee of Council.

Proposed Wetland Project Otaika Sports Field
Hapū and Council see value in applying for the recently announced Freshwater Improvement Fund for development of the wetland along Te Waiiti Stream adjacent to the sports grounds. A site visit was organised and both parties agreed the collective approach for this funding was going to be beneficial for the development of the Otaika sports fields and surroundings.

Multi Ethnicity Collective Advisory Group
Multi Ethnicity Collective advisory group has been a collaborative approach by several agencies NZ Police, Multi-Cultural Whangarei, The Office of Ethnic Communities and WDC. The group were officially welcomed at a whakatau hosted by NZ Police with the assistance the Māori Relationships department. Members of the group expressed a genuine willingness to work together and contribute to the community.

Abbey Caves Carpark
A hui was held with hapū rep Winiwini Kingi to discuss the proposed carpark.

Democracy and Assurance

The Democracy Team supported two Council meetings, five Committee meetings, six briefings and two Council Workshops in September 2020. In addition, thirty-three alcohol licence applications were put through to the District Licensing Committee for consideration.

The Epidemic Preparedness Notice has been extended to 22 December 2020. This enables the following arrangements to continue:

- Council meetings can be held via audio or visual link to meet quorum requirements regardless of Standing Orders;
- The provisions enabling Council meetings to be open to the public through online access and to post meeting agenda's reports and minutes on Councils website, rather than physical locations;
- New members of Council can continue to make their statutory declaration (oath of office) via audio or audio-visual link;
- Rates rebates applicants can complete the statutory requirement via audio or visual link; and
- The Order-in-Council mechanism for making further changes to by-election timing and provisions enabling local authority chief executives to delay the commencement of by-election timeframes;

The deadline for CCO's to deliver their 2019/20 Annual Report to Council has been extended from 30 September 2020 to 30 November 2020 because of COVID-19. As a result, the only Annual Report received in September was for the Local Government Funding Agency. This went to the Strategy, Planning, and Development Committee on 17 September 2020.

Council receives requests for official information, commonly referred to as LGOIMA requests. In September 2020, Council received 19 LGOIMA requests. This was 4 less than were received in August 2020, and 5 less than were received in September 2019. There have been 162 requests received during 2020. This is 33 less requests than were received by this time last year. Less requests were received during the COVID-19 lockdown, which may explain the variation. The historic trend has been a growth in numbers of requests. Numbers of requests can be a crude measure however, as some requests take considerable time to respond to, while some are relatively straight forward.

The topics of these requests included; complaints about a property, animal control activities and the impounding of dogs, staff numbers (including contractor numbers), CEO and Elected Member remuneration, personal information about the requester, property rates, hairdressers/barbershops that hold a health license, information on a subdivision application, and a copy of the district valuation roll.

Requests asked for information such as emails, phone calls, photos, invoices, reports, contracts, CRMs, file notes, answers to questions, etc. The majority of these will be responded to in October 2020. Some information may be withheld or partially redacted under section 7 of the LGOIMA, however information is provided unless there is good reason for withholding it.

5.3 Operational Report – Corporate Group – October 2020

Meeting:	Strategy, Planning and Development Committee
Date of meeting:	15 October 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 Recommendation

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

3 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.

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.

5 Attachment

Corporate Group Operational Report – October 2020

Operational Report – Corporate Group – October 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 licensing, service desk, network links, infrastructure (hardware and software), cloud services and co-ordinating IT systems training. Vendor management meetings and discussions are on-going to ensure levels of service are consistently maintained, if not improved.

Feedback has been received from Team Leaders regarding training. Next steps are to work with People and Capability to confirm a training approach.

Priority tasks September:

- Security Strategy – final report received and being reviewed
- Deployment of multi-factor authentication – on hold
- Investigate and implement a network event monitoring tool and establish a robust review process – to be included in the Security remediation
- Changing our current mobile management software to a more robust one and to allow WDC to be device agnostic – on hold
- Reviewing and planning the replacement of network end-of-life network devices
- Implement comprehensive reporting e.g. how many personal devices are connected to the WDC network, which devices have not registered on the network for a certain period, active user accounts that have not been used for a certain period
- Deployment of latest Windows Feature upgrade (1909)
- Assisting/supporting the SCADA upgrade project and Lutra implementation
- Assisting Waste & Drainage with setup of VPN
- Technical lead/support for ICT Projects – SIGMA, GIS viewer replacement, Digital Platform, CCTV cameras
- Investigating IT systems training needs.

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	Paused / Slowed down	• CiA Requests Online Future business process workshops and work order integration discussions are in progress. • CiA Operational dashboards Live: Building and RMA dashboards are now live In progress: Regulatory, Animals / Noise, Finance and Projects
Building Consent Application system	Portal for customers to lodge and track Building consents	Initiated	Project board has been inducted. Requirements gathering phase and preparation for procurement are both underway.
Digital Platform	Review and redevelopment of Council websites	Delayed	The website was reviewed by a Community Focus group from 7-13 September. The website was shared at the Sept All Staff meeting. Over 50% of the website content is in various stages of review led by the Digital (Comms) team. The Steering Committee has agreed in principle for us to launch the sample website the week of 5 October.
Digitisation	Converting physical property files into digital format	Delayed	Closure report for Digitisation has been delayed due to confirmation required by Finance and information required for clear handover to Information Services. Sent out for review Wed 30 September for feedback and scheduling of a formal handover will follow. Planning for Live file process starts 2 October 2020.
Library Returns Sorter Project	An automatic returns sorter for the Central Library.	In progress	Contract paperwork has been signed between vendor and WDC. Project is now handed over to Libraries for installation and handover report sent to GM – Communities for approval.
SIGMA	Asset management migration and upgrade of GIS	Delayed	With the main focus being on Data Migration, September has seen significant progress in data mapping and some fine turning of EAM and SAM configuration. Our revised delivery date of 1 July 2021 remains highly achievable and our budget covers the coming activities through to delivery.

Finance

2020-21 Financial Year

Budget managers are currently undertaking forecasting for the current financial year. This will provide Council with an updated expected operating result for the full year. With substantial budget cuts made to the current year budget, additional unbudgeted spend, and central government funding we expect to see considerable variations against the Annual Plan budget.

2019-20 Annual Report

Audit New Zealand provided a verbal update during the September Risk and Audit Committee meeting. With delays experienced due to Covid-19 we are currently working towards receiving audit clearance in October, to allow adoption at the October Council meeting. This clearance is dependent on the completion of CCO audits identified as significant components of the group. Staff will continue to work with Audit New Zealand and advise Council of any change to this timeline. Government has passed legislation to extend the statutory reporting timeframes for local authorities to 31 December (30 November for Council Controlled Organisations).

2021-31 Long Term Plan

Various LTP Council briefings have worked through budget requests and prioritisation. Finance staff are now undertaking financial modelling to begin to formulate key financial parameters for the 2021-31 Long Term Plan, so that various scenarios can be worked through with Elected Members.

Revenue

September was busy with the 20th land rates due date, audit queries and the preliminary work on the Long Term Plan.

Property, rating and receivable transactions.

- There were 328 property sales this month, 42% more than September last year. Year-to-date sales are tracking 3% higher.
- We have been working with ICT on possible minor system and process improvements that could improve customer service, reduce costs and increase efficiency.
- The water meter readers are now one week behind last year. There have been complaints that invoices are being received late via post. To address this, we continue to promote emailing and will work to bill earlier in the month.

Collection and recovery

- Current year rates are $1.5 million which is 0.5 million less than August last year but 0.6 million more than September last year. We added $60,000 (2,281 properties) penalties, 11 more properties than last year.
- Prior years' arrears are $2.3 million including $1.4 million Māori Freehold Land. Arrears decreased 0.3 from last month.
- In September, 230 rates rebates were processed and we visited two large retirement villages. We will visit another retirement village in October. Applications are lower than last year,

however our mailout of applications has resulted in many completed forms being received daily.

- Our customers are changing how they pay – counter traffic for the first quarter was 13% less than the previous year, cheques also reduced by 49% over the same period. Online and credit card payments increased 12% and 13%.

Business Support

Information Management (IM)

Records Management in Enterprise Architecture

Work is underway to improve the architectural layer across the enterprise by working more closely with the Systems Architect and Data Architect in ICT. The outcome of the work will be to ensure all three disciplines are considered in system changes to improve the treatment of information as assets and reduce the risk that is at times introduced during ICT project work.

Privacy Act Changes

The team are actively involved in the work to prepare the organisation to be ready for the changes to the Privacy Act 1993 which come into effect 1 December 2020. Being on board with the project creates good collaboration with the Governance team on managing our information assets using IM tools in a way that considers privacy as well as information management practice.

Procurement

Procurement

Central Government have flagged that they are considering mandating the Government Procurement Rules for territorial authorities. Staff are considering what impacts this will have on Council and will prepare a submission when the proposal is released for consultation.

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 procure-ment aspects	External procurement consultant engaged June 2018	All of Council	31 Oct 18	Ongoing involvement through design & construction phases
Old Municipal Building	Providing Procurement advice on procurement and purchasing decisions	October 2019	Community	To be determined	Ongoing
EFTPOS	Provision of EFTPOS services to Council	February 2020	Business Support	Quote requests issued June 2020	October 2020

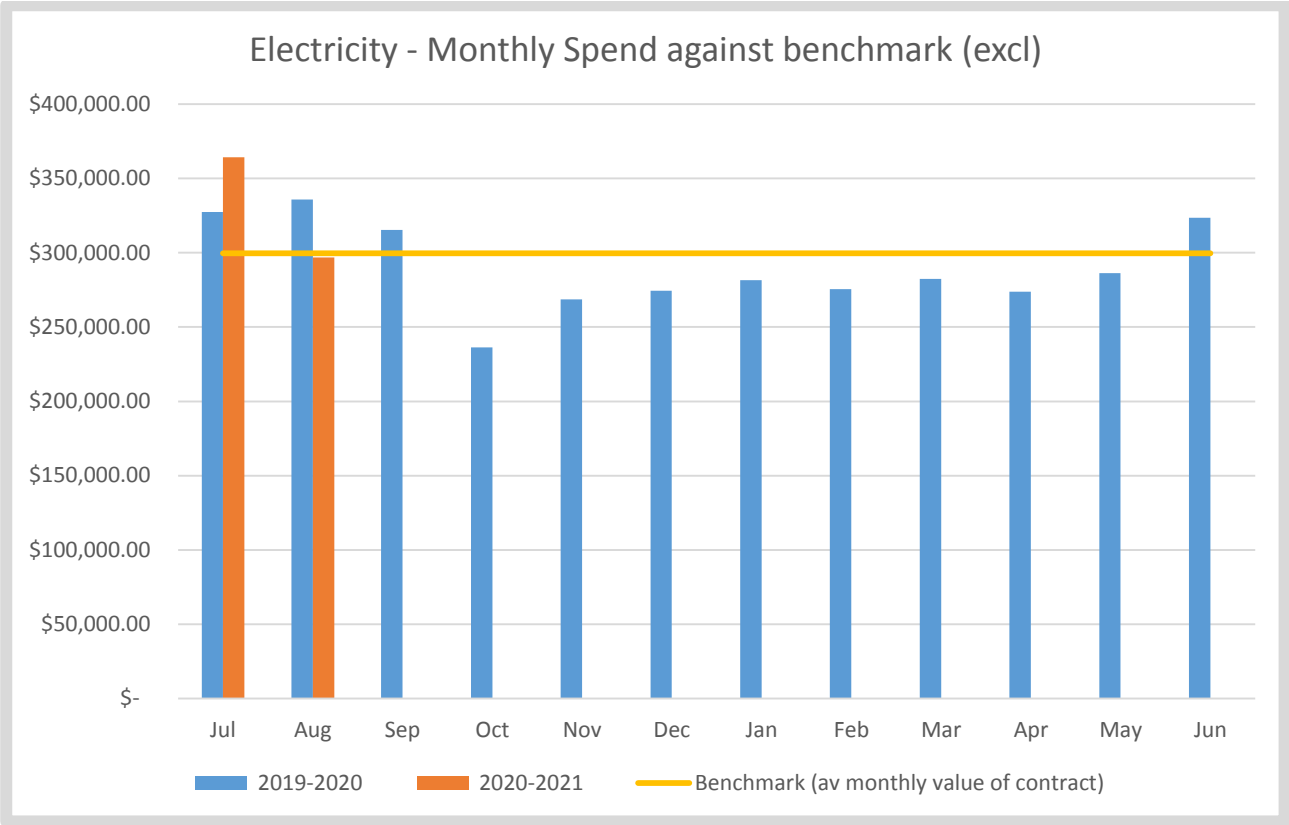
Service/Good Being Procured	Detail	Procurement Commencement Date	Business Owner	Date Advertised on GETS	Expected End Date
Dent St Developer	Finding a developer for Dent St site owned by Council	June 2020	District Development	23 June 2020	October 2020
NECT – Catering Contractor	To assist the NECT in finding a suitable Stadium Catering Contractor	August 2020	NECT	To be determined	January 2021
Building Consent System	To assist in procuring a building consent system	September 2020	Building Control	To be determined	To be determined
NECT Change Manager	Seeking proposals from suitably qualified change management providers	September 2020	Strategy and Democracy	Quote requests sent Sept 2020	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 14 months of supply information available. This data has been charted to monitor spend against expected cost. As shown in the charts below, projected spend is currently within expected cost over the three-year life of the contract, however the impact of the recent flood event is easily seen in the July spike. 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.


Electricity - Monthly Spend against benchmark (excl)
$400,000.00
$350,000.00
$300,000.00
$250,000.00
$200,000.00
$150,000.00
$100,000.00
$50,000.00
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Jul
Aug
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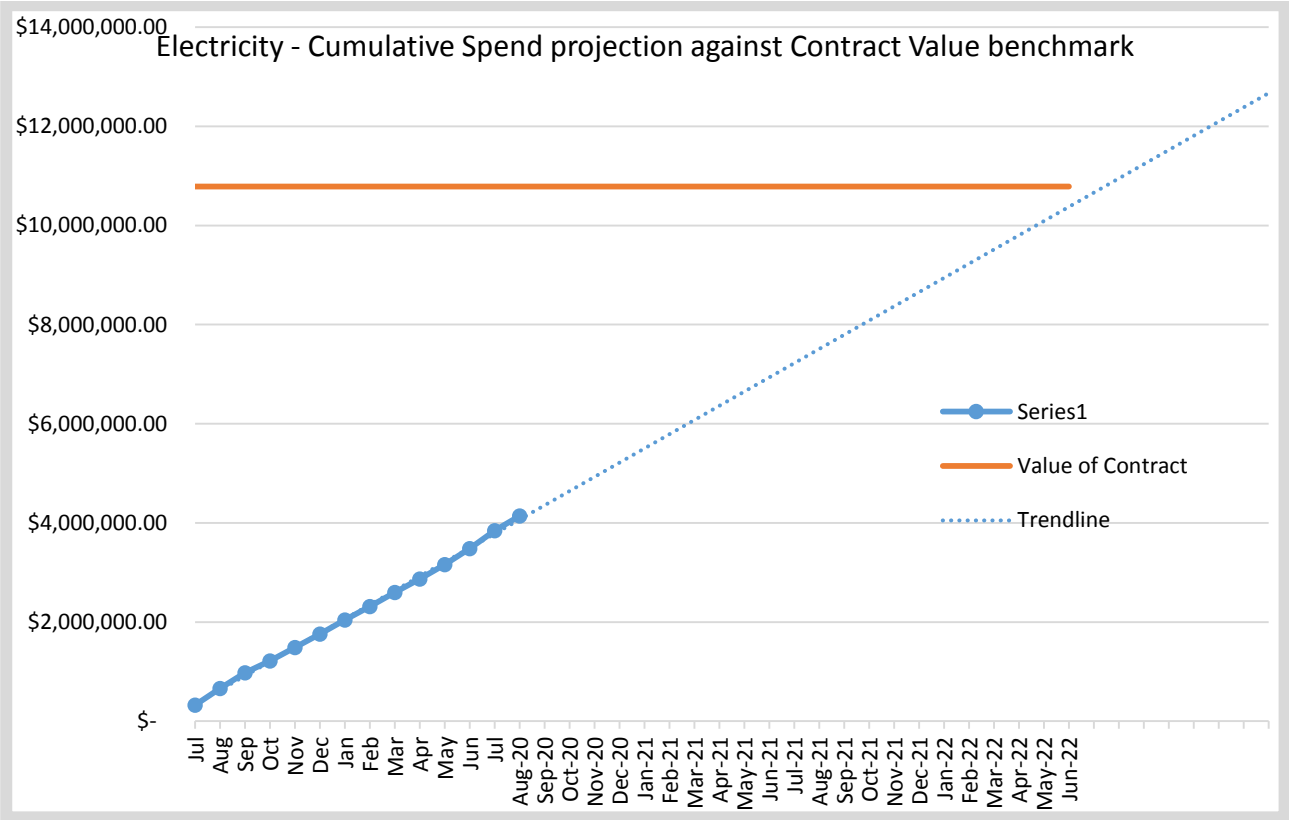
Jan
Feb
Mar
Apr
May
Jun
2019-2020
2020-2021
Benchmark (av monthly value of contract)


Electricity - Cumulative Spend projection against Contract Value benchmark
$14,000,000.00
$12,000,000.00
$10,000,000.00
$8,000,000.00
$6,000,000.00
$4,000,000.00
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Jun-22
Series1
Value of Contract
Trendline

Facilities Management

Property

We continue to support the Covid Watch Team with purchasing and distribution of supplies and helping the wider organisation with the transition from alert level 2 to 1. This includes setting up Customer facing areas for social distancing, reviewing fleet allocations and ensuring signage is correct.

With the outlying libraries closed during alert level two this has provided a good opportunity to carry out some maintenance work, which would normally be disruptive to staff and public.

The last of the flooding repairs at Forum North have been completed with the replacement of tiles into the Venues and Events area and further roofing repairs are being carried out over the Chambers area at Forum North.

Fleet

The fleet is fully operational with 20 vehicles that, due to their age or mileage, are nearing or overdue for replacement. Investigations are underway to rotate some vehicles into lower use locations and to replace others. Monthly fleet vehicle checks continue. Any vehicles identified as requiring repairs, maintenance, tyres etc. are immediately serviced to keep them up to a safe standard.

Leases and Licenses

In the lease and licenses area eight Commercial leases are in various stages of renewal as well as all the Whananaki Bach licenses. The latest move to Covid alert level two has also required further rent relief with three tenants requesting assistance. The documentation and financial processing have since been completed.

Support is also being given to the Parks Department with approximately eight community leases on parks land which are currently in progress. This support is in the form of advice, liaison with solicitors and tenants and processing through our systems.

Contract Management

Council's cleaning consumables for all council sites have been a focus this month. A review of supplies and locations has been conducted to ensure that products and quantities are appropriate and fit for purpose. Some improvements have been made which has resulted in some savings. The invoicing process has also been updated for efficiency and transparency.

The contract for milk supply and delivery is in progress. This will bring all sites under one contract for efficiencies and savings.

Chambers

It has been a busy month for our Chambers Custodian with 21 meetings in total (approximately 65 hours) with a combination of Council Meetings, Briefings and Workshops to Resource Consent Hearings and one-off meetings. Each meeting type requires new layouts and resources and social distancing considerations also have to be taken into account. Each desk, table, door handle and all electronic equipment used is thoroughly cleaned in line with Covid-19 requirements to keep Councillors, staff and public safe at all times.

Business Support Projects (Updates, Delays or Deferrals)

Project	Current Status	Comment
Information Management Plan	Delayed	Options analysis for archives exit is in final draft stages. Policy development is underway and nearing completion.

Communications

Digital Platform project

The Communication Department is continuing to work with departments to review and sign off the new content. We are on track to launch a 'sample' of the new site to customers to preview and provide feedback on in early October. This provides us with an opportunity to gather early feedback on the new website and also test that everything is working as it should ahead of the full site launch late this year.

Media

Media issues of note during the month included:

- Civic Centre preliminary designs released
- Three waters reform/future of local government

Communications projects

A summary of campaigns of note include:

Campaign	Comment
Whangarei Wastewater Treatment Resource Consent Project	The Communications Team are developing communications collateral in preparation for the start of community engagement on this project in November.
Civic Centre Project	Ongoing internal and external communications, including updates on social media and Council News, email updates to neighbourhood stakeholders and restarting of the steering group monthly newsletter (which also goes to Elected Members).
New Town Basin Park communications	Publicising the upcoming closure of the Canopy Bridge in print and online and promoting alternative parking options for people who park here.
Smokefree/Vapefree public spaces	Working on a campaign for summer which will include an online and print messaging promoting smokefree and vapefree public spaces.
Growth Strategy Consultation	The Communications Team are supporting this consultation including graphic design of documents, an online feedback form, Facebook campaign, press release, print campaign and website content.
Freedom Camping Consultation	The Communications Team are supporting this consultation including graphic design of documents, an online feedback form,

Campaign	Comment
	Facebook campaign, press release, print campaign and website content.
Long Term Plan	High level approach to communication programme has been built and will be refined following confirmed Councillor priorities/ direction.

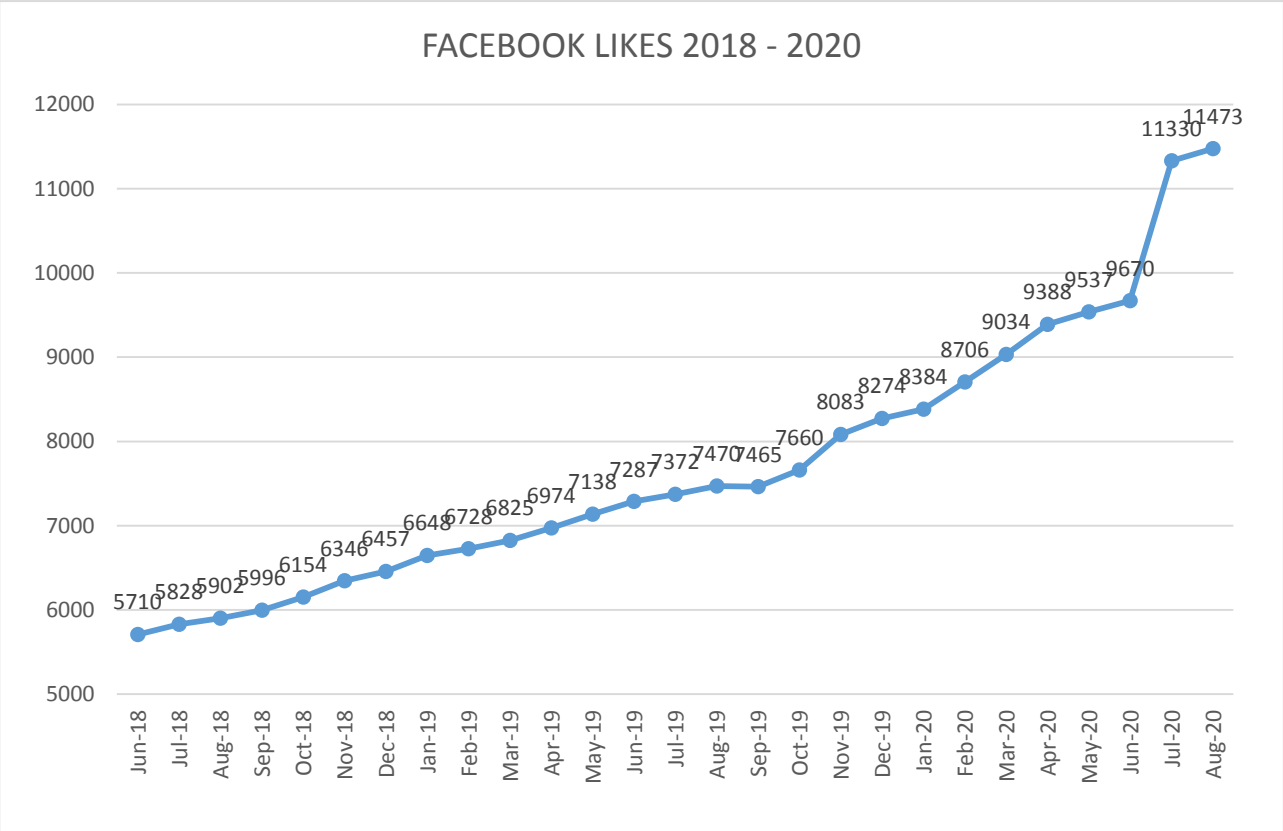
Social media

It's been a quiet month for our social media channels as comms staff focus on the new website. Despite this we have had some stand-out features reaching far above our subscribership.

Topic	Engagement
Plan to avoid Mill Road (roadworks)	• 18,000 reach • 3,000 engaged
Construction begins next month for Town Basin Park	• 16,000 reach • 3,400 engaged
Walkways reopen from flood repairs	• 12,200 reach • 1,500 engaged

Facebook audience/followers

At the time of this report the page has 11,532 Likes, reflecting growth of just over 100 since the last report.



Website

Top 5 pages visited

August 2020	September 2020
• GIS maps	• GIS maps
• Contact us	• Contact us
• Rubbish disposal (transfer stations)	• Rates
• Rates	• Rubbish disposal
• District plan (new)	• District plan
Notable: • Building consents pages (new exemptions)	Notable: • Camping / freedom camping rising

Appendix 1

Social media (top performing posts)

Post

Whangarei District Council
Published by Hilary Malcolm [?] · 6d ·

Plan your routes to start avoiding Mill Road!

⚠️ Work on the south end of Mill Road starts this Monday 28 September. Traffic will not be able to travel north through the big intersection at the Regent.

Whether heading north or south between the City, Kamo, Tikipunga, Whareora Road consider using these alternatives:

- Hātea Drive
- Western Hills Drive (SH1)
- Kamo road

We encourage school traffic to use Kamo Road and the dedicated turn into Manse Street.

When the Regent end of Mill Road is complete, we will move up the road to the section between Parahaki Street and Nixon Street. Both lanes of this section will be closed (except to residents and emergency vehicles). We will be publicising detour routes on side streets ahead of schedule and taking measures to improve safety on side streets while the diversions are in place.

Further details: http://www.wdc.govt.nz/.../Traffic-changes-in-Regent-from-Sat...

Performance for your post

17,907 People Reached

186 Reactions, comments & shares

44 Like	19 On post	25 On shares
1 Love	0 On post	1 On shares
1 Haha	0 On post	1 On shares
3 Wow	0 On post	3 On shares
83 Comments	61 On Post	22 On Shares
54 Shares	54 On Post	0 On Shares

2,805 Post Clicks

1,038 Photo views	70 Link clicks	1,697 Other Clicks

NEGATIVE FEEDBACK

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

Reported stats may be delayed from what appears on posts

Post

Whangarei District Council
Published by Craig Neilson [?] · 9 September ·

Construction begins next month for the new Town Basin Park between the Hundertwasser Art Centre and the Victoria Canopy Bridge. The new park is designed for family activities and includes a water-feature, kinetic sculpture and a small amphitheatre! The location is among the most iconic in the city.

If you sometimes park a car by the Canopy Bridge (city side), take a look now to choose an alternative before that parking space closes:
http://www.wdc.govt.nz/TrafficandTransp…/…/Find-Parking.aspx

More information about the park and construction:
http://www.wdc.govt.nz/…/…/New-Town-Basin-Park-20200907.aspx

Get more likes, comments and shares
Boost this post for $20 to reach up to 870 people.

16,099	4,184	
People reached	Engagements	Boost post

Katie Carroll, Dorothy L-j and 308 others — 68 Comments 55 shares

Like — Comment — Share

Performance for your post

16,099 People Reached

753 Reactions, comments & shares

399 Like	260 On post	139 On shares
56 Love	45 On post	11 On shares
11 Wow	8 On post	3 On shares
2 Angry	2 On post	0 On shares
230 Comments	171 On Post	59 On Shares
55 Shares	55 On Post	0 On Shares

3,431 Post Clicks

841 Photo views	250 Link clicks	2,340 Other Clicks

NEGATIVE FEEDBACK

6 Hide post	3 Hide all posts
0 Report as spam	0 Unlike Page

Reported stats may be delayed from what appears on posts

Post

Whangarei District Council
Published by Craig Neilson [?] · 3d ·

🚶 Just in time for the weekend we're delighted to inform you that all walking tracks are open except for some in Coronation Reserve (Western Hills), and Sands Road (Otuihau / Whangarei Falls). 🔄

We would like to acknowlege the excellent work of our contractors Northland Parkcare, Plantpro & Sons, Clements Contractors, Wals Holes, JAS Civil, and Recreational Services in getting these tracks safe and beautiful after extensive flood damage.

Here's a list of our walking tracks so you can take your pick!
http://www.wdc.govt.nz/…/WalksTrai…/Pages/WalkingTracks.aspx

Performance for your post

12,153 People Reached

462 Reactions, comments & shares

333 Like	240 On post	93 On shares
37 Love	29 On post	8 On shares
61 Comments	39 On Post	22 On Shares
31 Shares	31 On Post	0 On Shares

1,480 Post Clicks

834 Photo views	153 Link clicks	493 Other Clicks

NEGATIVE FEEDBACK

5 Hide post	0 Hide all posts
0 Report as spam	0 Unlike Page

Reported stats may be delayed from what appears on posts

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. {Section7(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.