

Strategy, Planning and Development Committee Agenda

Date: Thursday, 19 November, 2020

Time: 9:00 am

Location: Council Chamber
Forum North, Rust Avenue
Whangarei

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

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

1. Declarations of Interest	
2. Apologies	
3. Confirmation of Minutes of Previous Strategy, Planning and Development Committee Meeting	
3.1. Minutes Strategy, Planning and Development Committee 15 October 2020	7
4. Decision Reports	
4.1. New Road Name Application - Summerset Villages - LU1900128	11
5. Information Reports	
5.1. Operational Report - Corporate Group - November 2020	15
5.2. Strategy, Planning and Development Operational Report Nov 2020	31
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.

Item 3.1
Strategy, Planning and Development Committee Meeting Minutes

Date: Thursday, 15 October, 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 Carol Peters Cr Simon Reid
Scribe	N. Pestana (Team Leader Democracy)

1. Declarations of Interest

There were no declarations of interest made at this meeting.

2. Apologies

There were no 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

Moved By Cr Vince Cocurullo

Seconded By Cr Gavin Benney

That the minutes of the Strategy, Planning and Development Committee held on Thursday, 17 September 2020, having been circulated, be taken as read and now confirmed and adopted as a true record of the proceedings of that meeting.

Carried

4. Decision Reports

4.1 Mana Whakahono a Rohe Agreement with Patuharakeke

Moved By Her Worship the Mayor Sheryl Mai

Seconded By Cr Greg Innes

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.

Carried

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

Moved By Her Worship the Mayor Sheryl Mai

Seconded By Cr Tricia Cutforth

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.

Carried

5. Information Reports

5.1 COVID-19 Relief Package Update

Moved By Cr Vince Cocurullo

Seconded By Cr Nicholas Connop

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

Carried

5.2 Operational Report - Strategy, Planning and Development October 2020

Moved By Cr Vince Cocurullo

Seconded By Cr Greg Martin

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

Carried

5.3 Operational Report - Corporate Group - October 2020

Moved By Cr Greg Innes

Seconded By Cr Gavin Benney

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

Carried

6. Public Excluded Business

There was no business concluded in public excluded.

7. Closure of Meeting

The meeting concluded at 9.56am.

Confirmed this 19th day of November 2020.

Councillor Shelley Deeming (Chairperson)

4.1 New Road Name Application – Summerset Villages – LU1900128

Meeting: Strategy, Planning and Development Committee
Date of meeting: 19 November 2020
Reporting officer: Ricardo Zucchetto – Post Approval Officer – RMA Consents

1 Purpose

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

2 Recommendation

That Strategy, Planning and Development Committee:

1. Approve the name of the public accessway off Wanaka Street as Par Lane.

3 Background

A road naming application has been received to satisfy conditions of a Resource Consent for Summerset Villages (Whangarei) Ltd to name a section of public road that will be the main entrance point into their retirement village. The 3 initially proposed names were declined by LINZ or contravened the Road Naming Policy. The newly proposed name is in accordance with Council's Road Naming Policy and is acceptable to LINZ.

4 Consultation

Consultation has been undertaken between the developer and the Whangarei Golf Club that will have future access off this road. Par Lane and Eagle Lane name suggestions are golfing terminologies.

5 Significance and engagement

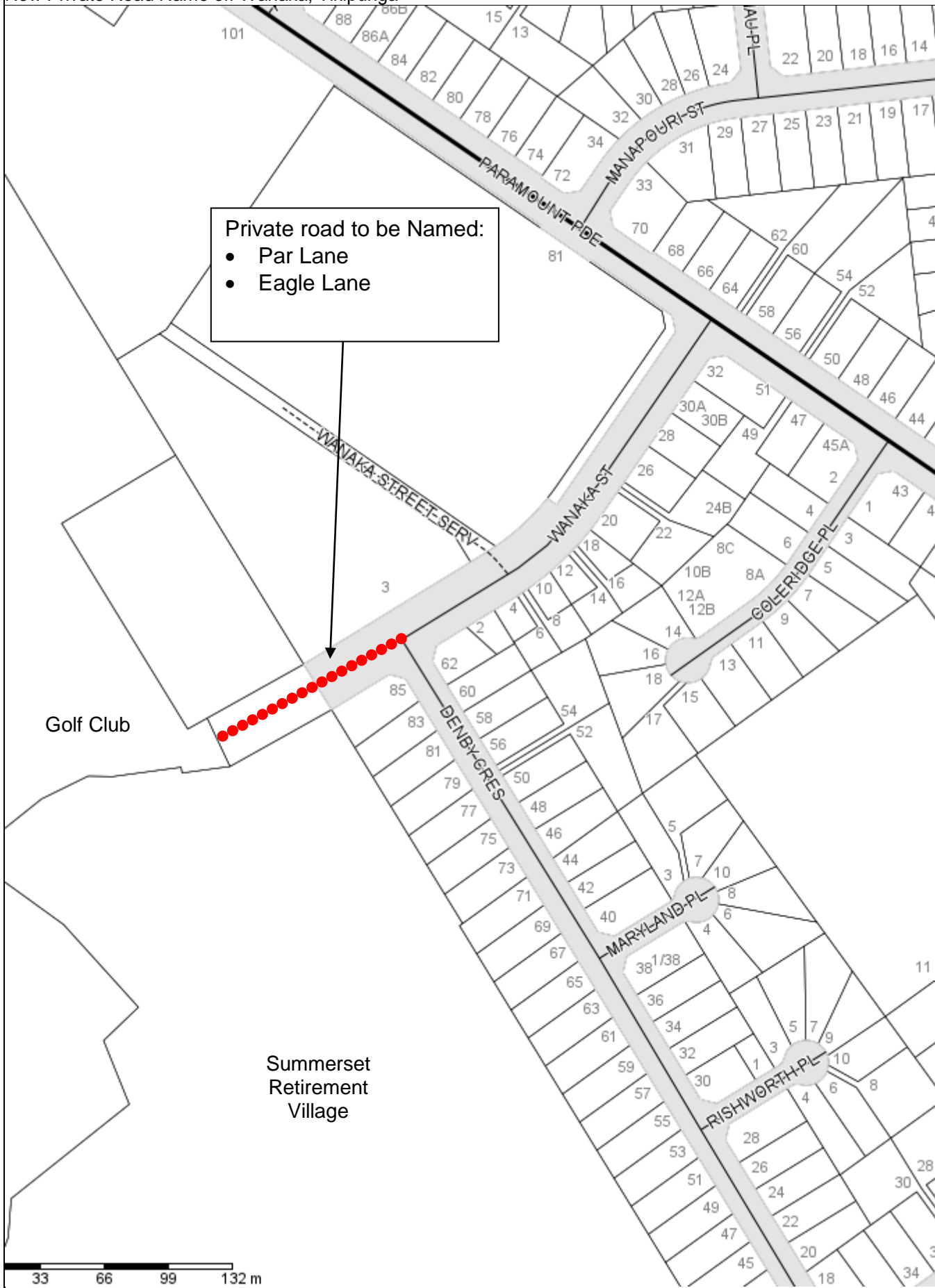
The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.

6 Attachments

1. Summerset – LU1900128 – Location Map

Summerset Village – LU1900128 – Location Map

New Private Road Name off Wanaka, Tikipunga



Scale: 1:2702
Original Sheet Size A4

Print Date: 24/09/2020 11:21 AM

Projection: NZGD2000 / New Zealand Transverse Mercator 2000

Cadastral Information derived from Land Information New Zealand. CROWN COPYRIGHT RESERVED
Information shown is the currently assumed knowledge as at date printed.
If Information is vital, confirm with Whangarei District Council, Customer Services.

5.1 Operational Report – Corporate Group – November 2020

Meeting: Strategy, Planning and Development Committee
Date of meeting: 19 November 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 November 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 – November 2020

Operational Report – Corporate Group – November 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.

Priority tasks October/November:

- Security Strategy – Remediation tasks are being finalised as well as updating of policies
- Planning the replacement of older tablets (X2 G1)
- Deployment of multi-factor authentication
- Changing our current mobile management software to a more robust one and to allow WDC to be device agnostic
- Reviewing and planning the replacement of network end-of-life switches
- Planning the deployment of Office Upgrade
- Assisting/supporting the SCADA upgrade project, Lutra implementation and new Whau Valley Plant
- Assisting Waste and Drainage with setup of VPN
- Technical lead/support for ICT Projects – SIGMA, Hansen Upgrade, Digital Platform, CCTV cameras, TaaS, SharePoint Upgrade, Service Desk Replacement
- Training lead for above projects as well as investigating IT systems training needs within the organisation.

ICT Projects

ICT have recently reassessed the programme of work that was underway and taken steps to modify the type of projects being worked on, focusing on quick turn around type projects that consistently demonstrates enhancements to the systems that are in use across the organisation.

Project	Description	Current Status	Comment
Technology One Ci to Ci Anywhere (CiA)	Next generation software upgrade of core Council system	Paused / Slowed down	<ul style="list-style-type: none"> • CiA Requests Online Agile design-build-show process is in progress along with requirements being finalised.

			<ul style="list-style-type: none"> CiA Operational dashboards Live: Building, RMA, Finance and Projects dashboards are now live. In progress: Regulatory, Animals / Noise and Requests
SIGMA	Asset management migration and upgrade of GIS	Delayed	Data mapping of the assets that are to be migrated to TechOne now complete. We are firmly on track to meet the delivery date of 1 July 2021.
Digital Platform	Review and redevelopment of Council websites	On schedule	The beta website was launched to public on 7 October. Content continues to be reviewed and re-written. Proposed full go-live of the new website is scheduled for 18 November, however there are several tasks underway to ensure we meet this date.
Service Desk replacement	Replace current Service Desk vendor	Initiated	The current Service Desk contract is due to expire and a project is underway to replace the Service Desk vendor. Enhanced service delivery and customer experience is a key focus for the new Service Desk vendor.
Telephony as a Service	Replace telephony system	Initiated	Our existing telephony system is reaching end of life and support next year, so a project to replace this system has been initiated and requirement gathering phase is in progress.
Building Consent Application system	Portal for customers to lodge and track Building consents	Initiated	Project board has been inducted. Requirements gathering phase is being finalised and procurement pack is being reviewed.
Cloud strategy (... as a Service)	Migrating legacy and unsupported applications to the Cloud	Planning	As detailed in the previous risk report, ICT have identified legacy applications – some of which are on an unsupported environment. This project looks to migrate such systems to the Cloud where possible or upgrade to a minimum supported version.

Finance

2020-21 Financial Year

Budget managers will be updating their full year forecast position this month. With substantial budget cuts made to the current year budget, additional unbudgeted spend, and unbudgeted central government funding, we expect to see considerable variations against the Annual Plan budget.

2019-20 Annual Report

Audit New Zealand have provided clearance of the 2019-20 Annual Report and we are currently awaiting receipt of the final audit opinion. The Annual Report will be adopted at the November Council meeting. The audit report will be tabled at the December Risk and Audit meeting.

2021-31 Long Term Plan

Finance staff are undertaking financial modelling based draft capital projects and operational budgets developed through prioritisation workshops. This will result in a draft set of financial statements for the ten year period, which will be included as supporting documentation for the 2021-31 Long Term Plan consultation. This modelling will also allow staff to consider the level of targeted rates and the appropriateness of reserve levels over the ten year period, as well as reviewing Council's asset renewals against depreciation.

Revenue

In October, the second land rates instalment was sent to ratepayers. In the last week of October many of the team attended the SOLGM Funding and Rating conference held online, each morning. This was an opportunity for the team to learn what is happening in our sector and "meet" our sector leaders at a low cost.

Property, rating and receivable transactions.

- There were 263 property sales in October, 5% more than October last year. Year-to-date sales continue to track 3% higher.
- The water meter readers remain one week behind last year, however the November routes are smaller than October's large routes. If the backlog is not addressed before Christmas, the meter readers' break will be impacted.

Collection and recovery

- Current year rates arrears are \$1.1 million which is \$142,000 more than October last year. We continue to work with debtors.
- Prior years' arrears are \$2.3 million including \$1.4 million Māori Freehold Land. Arrears are the same as October last year. We added \$69,000 (466 properties) penalties on prior years' arrears, 28% more properties than last year.

Business Support

Information Management (IM)

DigiHub / Digitisation

November will see the DigiHub fully resourced with the addition of a cadet and another fixed term staff member into the team and training completed during October. Prior to this the DigiHub had been operating at around 30% due to only two staff members.

An operational review and forecasting of work will be completed in December.

Work with the Building team and Customer Services is continuing, to develop processes to digitise consents up front and proceed with a digital only workflow from there. Supporting this is the liaison being done with our customers on using the eConsents portal themselves.

CCO and Contractor Information Management

Obligations under the Public Records Act 2005 (The PRA) requires us to ensure records of CCO, CCTO and any contractors performing a function on behalf of Council are managed.

During the Kete review we found gaps in this area and are currently working on the following

- WAMT
A review of information management practice and aligning functions performed with appropriate workspaces in Kete e.g. management of exhibitions.
We are also supporting the governance layer of the trust with advice on information management.
- Regulatory Services Contractor
Reviewing information assets created in the day to day operations while performing the requirements of the contract. This includes reviewing items stored in paper only at the Armourguard office and collaborating with them on business process to ensure the records are managed appropriately.
Use of appropriate workspaces in Kete is also covered and training where required.
Outputs of this work will include operational guidelines and documented procedures.

Procurement

Procurement

Central Government has recently opened consultation on mandating the Government Procurement Rules for territorial authorities. Staff are considering what impacts this will have on Council and are preparing a submission.

Major work streams in procurement this month have included:

Service/Good Being Procured	Detail	Procurement Commencement Date	Business Owner	Date Advertised on GETS	Expected End Date
Civic Centre project	To assist the Civic Centre team with requirements around procurement aspects	External procurement consultant engaged June 2018	All of Council	31 Oct 18	Ongoing involvement through design & construction phases

Service/Good Being Procured	Detail	Procurement Commencement Date	Business Owner	Date Advertised on GETS	Expected End Date
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	Installed October 2020
Dent St Developer	Finding a developer for Dent St site owned by Council	June 2020	District Development	23 June 2020	Ongoing
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	Closed without appointment of an approved supplier.

We have been working with Office Max to ensure a smooth transition to their new operating model. This has involved reviewing our ordering and delivery processes to ensure they are still optimal. We have focussed our ordering to key points within the organisation to ensure that ordering is efficient and consistent across Council while not placing unreasonable time demands on busy staff.

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

Facilities Management

Property

This month has been mostly business as usual with some minor repairs and maintenance being completed. Roofing repairs above Chambers at Forum North has been undertaken which will resolve some leaks in this area. The annual electrical testing and tagging of all equipment at Council sites has commenced.

Support was also given to the Communications Team to combine their offices into the Communications Hub. This involved deconstructing existing desks, rearranging the office and reconstructing stand up desks.

The proposed re-opening of the Tarewa I-site also required collaboration and co-ordination of suppliers and staff. Checking to ensure Health and Safety requirements are met and maintenance is up to date has resulted in a number of actions including gutter repairs, electrical work and an exterior clean.

Fleet

We currently have a fleet of 58 vehicles providing transport for staff either as dedicated vehicles or as bookable pool vehicles. Of the 58 we have five hybrids and four full electric in line with our focus on developing a more sustainable fleet with lower emissions. Research into fleet options is continuing as well as regular monitoring and maintenance of the existing fleet.

A Safer Driving Guideline is also being developed in collaboration with Health and Safety and a selection of department managers from across the organisation.

Leases and Licenses

In the lease and licenses area we are continuing to manage commercial leases and licenses and work together with the Commercial Property Manager to renew, assign and complete rent reviews in line with the terms and conditions of each lease. We have a number in varying stages of the process.

The Whananaki Bach licenses are being returned intermittently and some of the Whangarei District Airport Leases for hangar sites are now also in progress.

The Parks Department community leases are still in progress and near to finalising. This support is in the form of advice, liaison with solicitors and tenants and processing through our systems.

Contract Management

Council's Cleaning Contract covers all council sites including Council Offices, Libraries, Treatment Plants and other outlying sites. This month audits of each site have been undertaken and feedback discussed with the supplier. It was pleasing to see that any previous issues had been resolved and cleaning is being completed to the required standard.

Chambers

Preparations have been underway to welcome the eight Maori committee members to the Te Karearea Meeting that was scheduled for 29 October. Preparation included name plate fabrication and seating arrangements and a luncheon was also served to welcome everyone to this first meeting.

Business Support doesn't only support the WDC staff but the wider community as well. A handbag was left by one of the presenters at a meeting held in the Chambers and discovered when the Chambers were being cleared late in the afternoon. The frantic owner of the handbag only realised that it was missing when she was on her way back to Auckland and quickly called to ask if it could be couriered to her home address in Auckland. It was a race against time as the courier bag left Forum North at 04:00 and the bag was only discovered at about 03:25. The bag was boxed and placed in the Courier bag at about 03:40 and it arrived safe and sound in Auckland with grateful thanks from the owner.

A total of 18 Council meetings were held in Chambers during the month as well as seven special events. Chambers was in use for well over 60 hours during the month, not including the time to set up and pack down after each event.

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

In early October we launched a 'sample' of the new site to customers to preview and provide feedback on. This provided 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. We are now completing the outstanding project tasks to ensure the new site is ready for its full launch later this month.

Media

- Canopy car park closure
- Maori representation
- Freedom camping consultation
- Three waters
- Refinery
- Elected Members code of conduct

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 fortnightly steering group and Elected Member newsletters.
Consultation drop-in sessions	The Communications Team is trialling a new concept: drop-in sessions at the Central Library, for the public to learn more about current consultations. To be run every Thursday through November.
Camera Obscura opening	Publicising the upcoming opening and organising media coverage, photography and videography on the day.
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,

Campaign	Comment
	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, Facebook campaign, press release, print campaign and website content.
Speed Limit Bylaws Consultation	Supporting consultation through graphic design of documents, an online feedback form, Facebook campaign, print campaign and website content.
Christmas in the City 2020 and Welcome Home red carpet event	Marketing and publicity for inner city activations planned for November and December.
Long Term Plan	High level approach to communication programme has been built and will be refined following confirmed Councillor priorities/ direction.

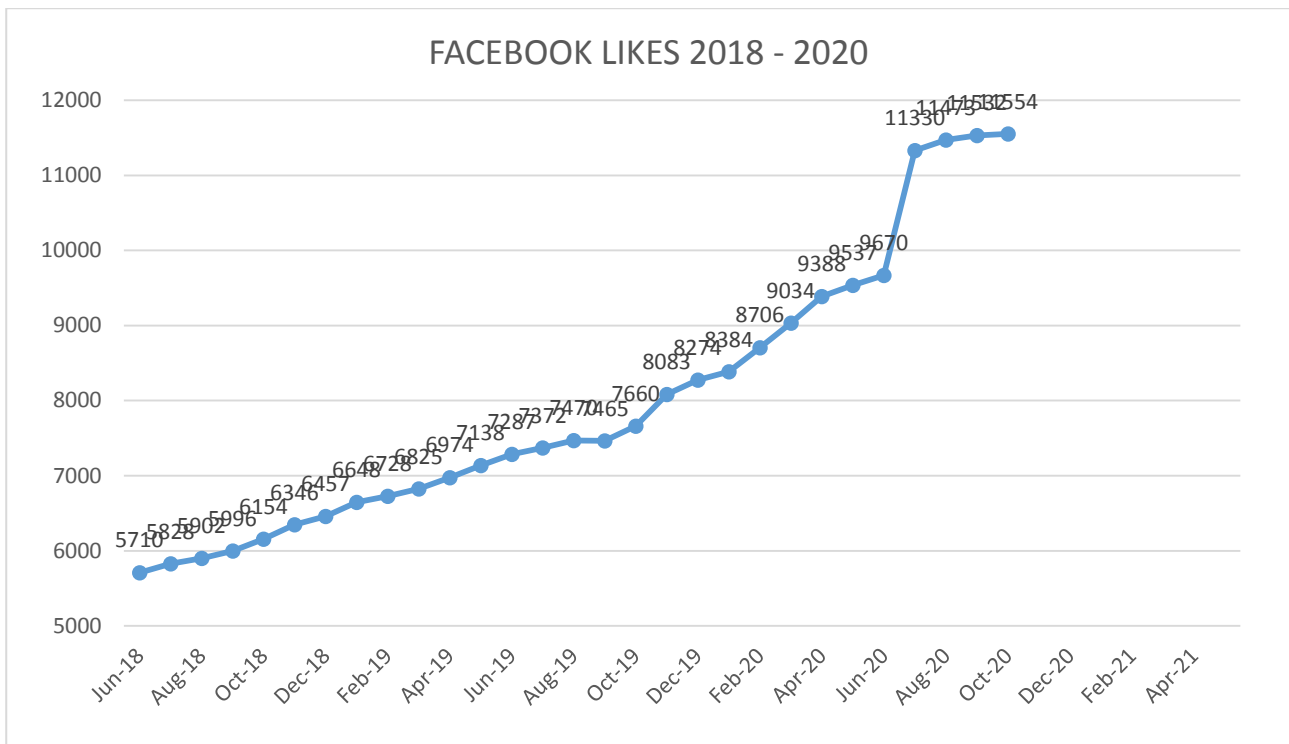
Social media

With comms staff focused on the new website and major non-council news events (e.g. Govt elections) it has been a quiet month on Facebook. Despite that these tent-pole posts have performed well.

Topic	Engagement
Cobham Oval redevelopment	<ul style="list-style-type: none"> 15,000 reach 2,100 engaged
Growth Strategy consultation launch	<ul style="list-style-type: none"> 15,000 reach 2,100 engaged
Roadworks on Dave Culham Drive	<ul style="list-style-type: none"> 13,200 reach 1,000 engaged

Facebook audience/followers

At the time of this report the page has 11,554 Likes, the slowest monthly growth since mid 2018.



Website

Top 5 pages visited (main website only)

September 2020	October 2020
<ul style="list-style-type: none"> • GIS maps 	<ul style="list-style-type: none"> • GIS maps
<ul style="list-style-type: none"> • Contact us 	<ul style="list-style-type: none"> • Rubbish disposal (transfer stations)
<ul style="list-style-type: none"> • Rates 	<ul style="list-style-type: none"> • Rates
<ul style="list-style-type: none"> • Rubbish disposal 	<ul style="list-style-type: none"> • Rubbish collection
<ul style="list-style-type: none"> • District plan 	<ul style="list-style-type: none"> • Freedom camping (new)
Notable: <ul style="list-style-type: none"> • Camping / freedom camping rising 	Notable increases: <ul style="list-style-type: none"> • Dog exercise areas, Whangarei Falls, Waipu Coastal Walk

People and Capability

Cadets

We welcomed our new group of Cadets this month. The programme is offered to young people to gain skills for long term work and sustainable careers.

Whangarei District Council adopted this programme in 2004 and have actively participated every year since. Work and Income funds the initial training programme and approximately 30% of the

cadet wages. WDC alone has seen in excess of 80 young people through the cadetship programme with 25 of those going on to secure either permanent or fixed term employment with Council upon graduating.

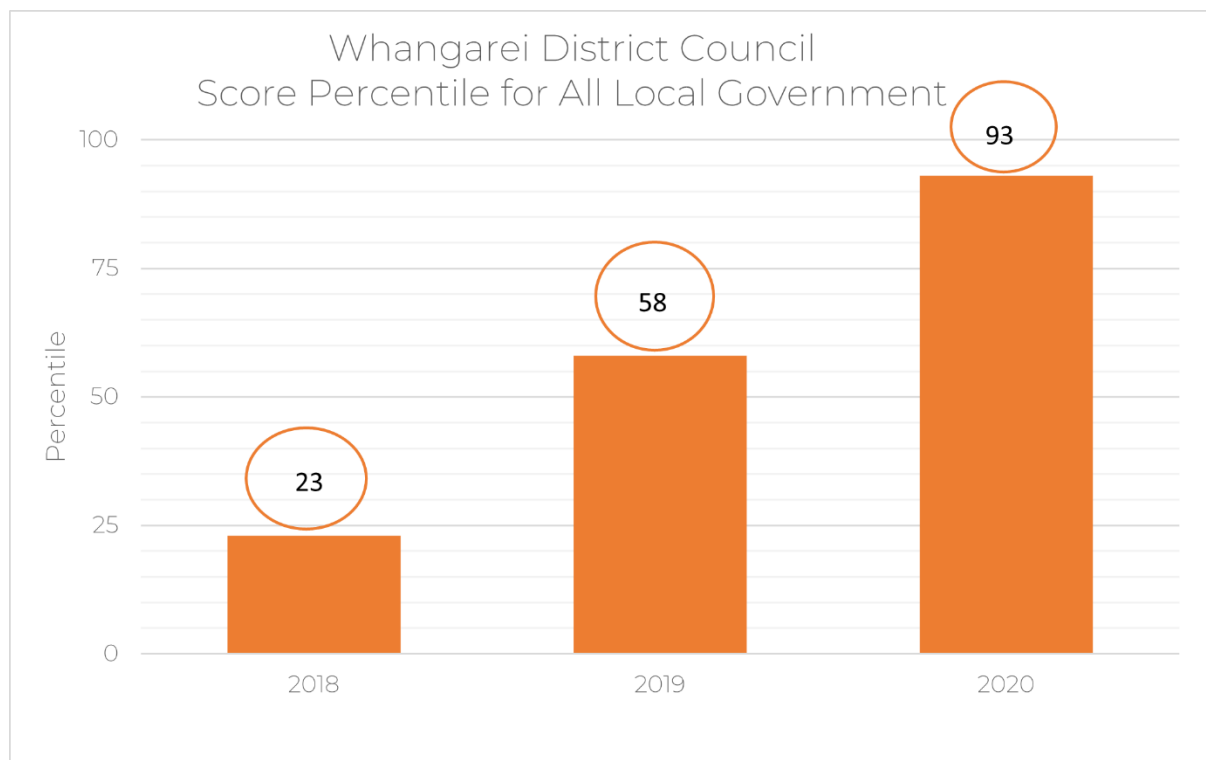
Our new cadets are Chanel Lind (Customer Services), Gayan Athapaththu (Waste and Drainage), Devon Pomfrett (Libraries), Keri Pou (Business Support), Willa McCartney (Business Support) and Marama King (Customer Services). The cadets will work right across the organisation

Organisation Strategy – HRNZ Organisation Change and Development Award

We have put forward the work undertaken in the development of our Organisation Strategy for the HRNZ Award for Organisation Change and Development. The application describes our journey in developing the strategy, the creation of our tikanga and the transformation of the organisation through this time.

We have been able to demonstrate this transformation in a number of ways through the application including Our Korero scores. Improvements in our overall organisational scores are reflected in our improvement relative to the other councils using the AskYourTeam systems as a means of measuring and improving organisational performance (currently 38 councils use the AskYourteam system).


In 2018 we were in the bottom 25th percentile of councils based on our score of 62%. Now in 2020 we have moved to be in the top 10th percentile with our score of 70% (see table below).



Appendix 1

Social media (top performing posts)

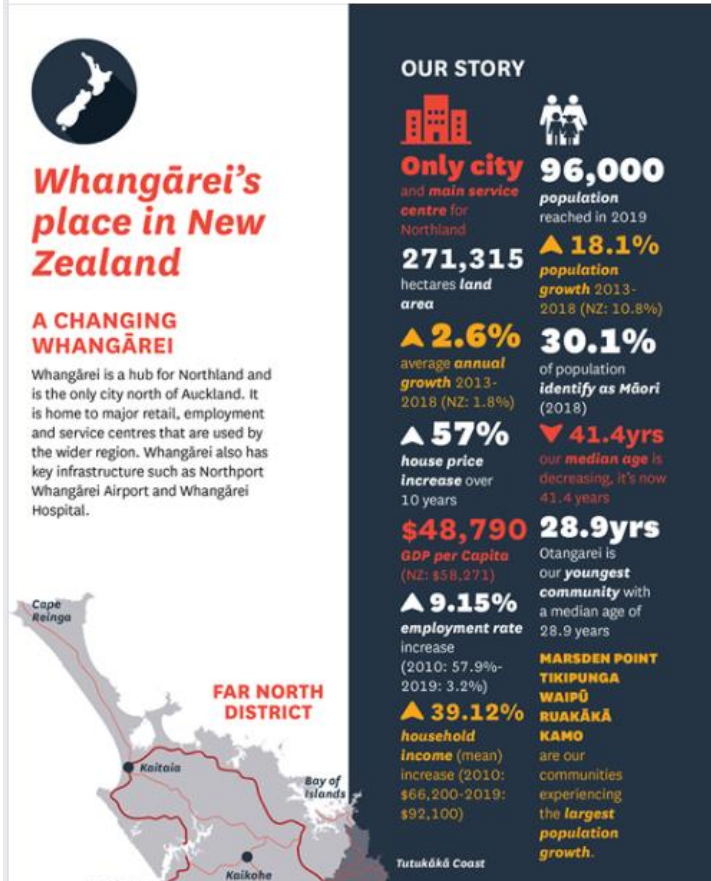
Post


Whangārei District Council
 Published by Craig Neilson [?] · ★ Favourites · 8 October ·

What should Whangārei look like in the year 2050? Starting today we want to get your thoughts on our renewed 2020 draft Growth Strategy, which provides a 30 year vision for our District. That's a long time!

<http://wdc.govt.nz/growthstrategy>

You can view a two-page summary or the full strategy (100 pages), and give your feedback at the link above.



OUR STORY

Only city and main service centre for Northland

96,000 population reached in 2019

271,315 hectares land area

▲ 18.1% population growth 2013-2018 (NZ: 10.8%)

▲ 2.6% average annual growth 2013-2018 (NZ: 1.8%)

▲ 30.1% of population identify as Māori (2018)

▲ 57% house price increase over 10 years

▼ 41.4yrs our median age is decreasing, it's now 41.4 years

\$48,790 GDP per Capita (NZ: \$58,271)

28.9yrs Otangarei is our youngest community with a median age of 28.9 years

▲ 9.15% employment rate increase (2010: 57.9%-2019: 3.2%)

▲ 39.12% household income (mean) increase (2010: \$66,200-2019: \$92,100)

MARSDEN POINT
TIKIPUNGA
WAIPŪ
RUAKAKĀ
KAMO
are our communities experiencing the **largest population growth**.

Whangārei's place in New Zealand

A CHANGING WHANGĀREI

Whangārei is a hub for Northland and is the only city north of Auckland. It is home to major retail, employment and service centres that are used by the wider region. Whangārei also has key infrastructure such as Northport Whangārei Airport and Whangārei Hospital.

FAR NORTH DISTRICT

Cape Reinga, Kaitiaki, Bay of Islands, Kaikohe, Tutukākā Coast

Performance for your post

14,879 People Reached

264 Reactions, comments & shares

105 Like	35 On post	70 On shares
3 Love	1 On post	2 On shares
3 Wow	2 On post	1 On shares
96 Comments	39 On Post	57 On Shares
57 Shares	57 On Post	0 On Shares

1,418 Post Clicks

692 Photo views	72 Link clicks	654 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 [?] · ★ Favourites · 9 October ·

We're re-doing the Cobham Oval carpark this summer.

Local contractors Clements will complete a \$1.298m project featuring 184 marked carparks, rain gardens, a new entrance and charging stations. The upgraded carpark will allow for more parking, an event-space, and a tidier looking corner on the roundabout.


Read more: <http://wdc.govt.nz/news>





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


14,944
People reached


2,425
Engagements






Scott Anderson, Malcolm McLeod and 140 others

28 Comments 16 shares

 Like

 Comment







 Share



Performance for your post

14,944 People Reached

342 Reactions, comments & shares

165  Like	134 On post	31 On shares
7  Love	7 On post	0 On shares
1  Haha	1 On post	0 On shares
5  Wow	2 On post	3 On shares
4  Sad	0 On post	4 On shares
1  Angry	1 On post	0 On shares
143 Comments	87 On Post	56 On Shares
16 Shares	16 On Post	0 On Shares

2,083 Post Clicks

301 Photo views	61 Link clicks	1,721 Other Clicks
---------------------------	--------------------------	------------------------------

NEGATIVE FEEDBACK

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

Reported stats may be delayed from what appears on posts

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

Meeting: Strategy, Planning and Development
Date of meeting: 19 November 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 November 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 October 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.

5 Attachment

Operational Report – Strategy, Planning and Development – November 2020

November 2020 Operational Report

Strategy, Planning and Development Operational Report (reporting on October 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

District Development staff have been actively engaged in meeting and consulting with local business people and developers over the last month to get a better understanding of post-COVID-19 impact on the local business eco-system. On a positive note, the feedback has generally revealed that most businesses are trading as well as they were in pre-COVID-19 or at the very least, better than they expected to be. There are of course sectors that are more adversely impacted but these are confined to those that are specifically focussed on the international visitor industry.

Two consistent messages are still being received by staff. Firstly, many local businesses are or are expecting to experience difficulties within their supply chains that will negatively impact on their ability to trade. Secondly, contrary to economist workforce predictions, there is an anticipated volume of work within the horizontal and vertical infrastructure sector that is due to come on line in the very near future and businesses capacity to deliver it will be severely limited by access to labour. This labour shortage is also across the whole supply chain and not just confined to specific tasks.

In line with Council's COVID-19 Response Strategy and LGNZ's Guidelines for Business Friendly Councils, these discussions have also focused on those issues they see Council do that negatively impact on them doing business. These responses are being used to better inform the content of business capability building information modules being developed to assist local business participate in business opportunities.

District Promotions

Whangārei District Love It Here! Facebook page

As at 23 October 2020 the [Whangārei District Love It Here!](#) Facebook page achieved:

- 18,639 Likes
- Reached:
 - Organic (unpaid) 85,296
 - Paid 115,404
 - TOTAL 200,700

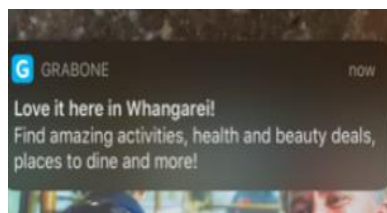
Highlights include promotion of the [Whangārei Fringe Festival](#) and [Hatea me Hearties](#) to audiences in Northland, Auckland and the rest of the North Island which Reached 53,770 people and resulted in 1,444 Engagements (Reactions, Comments & Share). Reach is how many unique people see the post/advertisement. **GrabOne campaign**

Our second GrabOne digital campaign this year ran throughout September 2020 in support of local businesses and to raise brand awareness for Whangareia as an attractive visitor destination. The campaign was delivered into Northland, Auckland, and the rest of the North island.

Our investment purchased additional digital distribution for our businesses including being featured on GrabOne's homepage, email banners and social media posts, display advertisements on the NZ Herald website, and a push (to cellphones) notification to 96,815 people on the GrabOne database.

GrabOne report the following results as measured measured Month on Month (August 2020 vs September 2020).

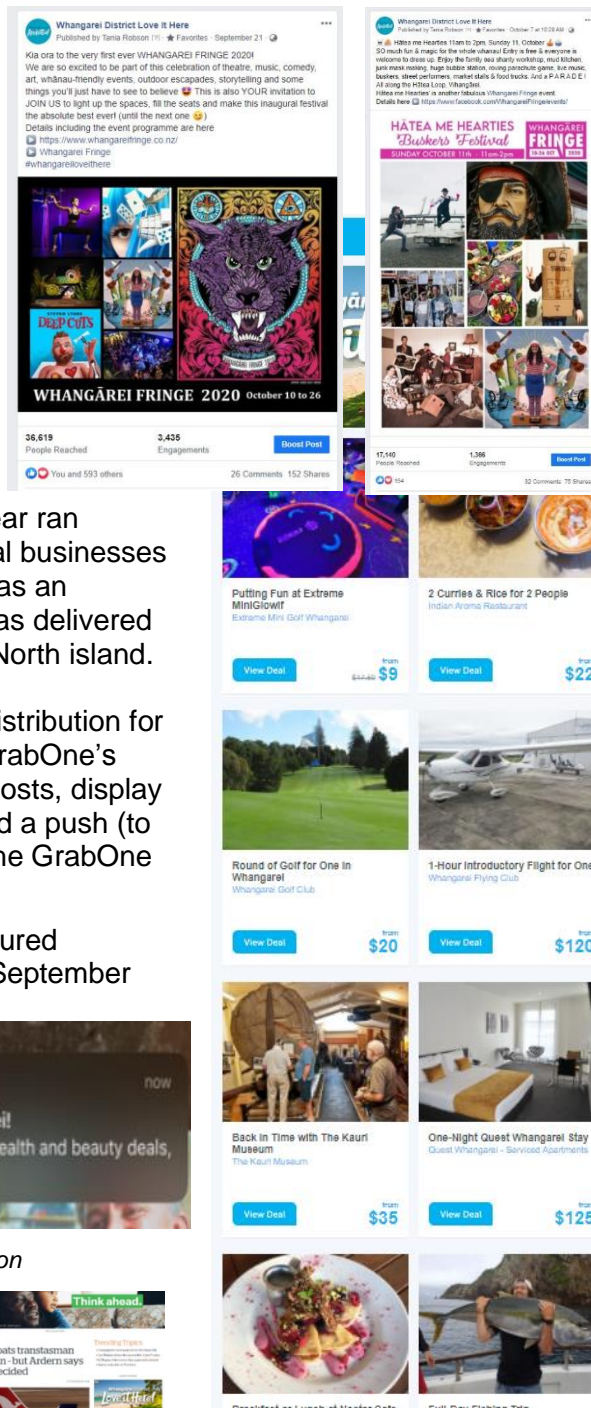
- Vouchers sold in the Northland region increased 79%
- Site Sales sold in the Northland region increased 91%
- Net revenue paid to Northland merchants increased 89%
- Average voucher price purchased on site for the region increase 10% to \$94



Push Notification



NZ Herald website display

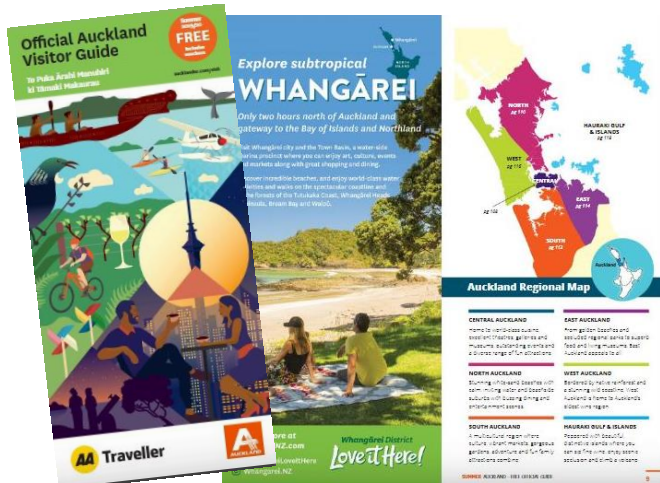


Business participation

One operator advised 9% of their total visitors in September 2020 had purchased a GrabOne deal so were likely to have been motivated to visit by the campaign.

Print Advertising

Full page in the [AA Auckland Visitor Guide](#) with a print run of 170,000 over the year and nationwide distribution including all i-SITES and airports.



MEDIA

Coordinated a four day famil for [DestinationNZ](#) writer and photographer. The itinerary included Tu Tika Tours, KiwiNorth, HeadsUp Adventures, Dive!Tutukākā Poor Knights ‘

Discover Scuba’, Whangārei Art Museum, Matakōhe Kauri Museum and a free afternoon exploring Whangarei Heads. The famil will result in comprehensive coverage of our district in their summer edition (in market for six months) which is widely distributed to over 90,000 readers in the lower North Island as well as i-SITES nationwide.

CONTENT

Rugby World Cup

Provided raw video content to Rugby NZ for inclusion in their marketing assets and campaigns; in the first instance, their ‘[One Year To Go](#)’ video.

Claphams National Clock Museum

Provided content and video links for [Claphams Clocks story in Stuff](#).



Kia Ora magazine

Supplied images for and provided story ideas to freelance writer Mary de Ruyter for the three page [AirNZ Kia Ora magazine feature 'Childs Play'](#) which focuses on family-friendly activities in the Whangarei district.



Commercial Property

The Town Basin continues to provide a warm friendly environment for both locals and visitors to the district. Most tenancies are still very positive regarding the post COVID-19 recovery with many still experiencing an above average patronage. The start of the new Town Basin Park has raised some concerns around parking, but overall it is business as usual.

Maintenance schedules have continued a little longer than expected due to lockdown delays, but all should be completed by the end of November 2020. The children's playground is taking shape and there is very positive anticipation it will be very successful.

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 progressing with an anticipated opening early December 2020.

Parihaka Transmission Mast

A temporary overland power cable has now been installed. The transfer of media works equipment is now scheduled to take place over the next two to three weeks.

A new project team has been established to progress with urgency the opening of the top carpark to pedestrians. The slip on the access steps is to be removed in early November 2020 with temporary water diversions and gate access to be installed after. In addition to the Council October 2020 workshop an agenda to update Te Karearea is to be presented at the December 2020 meeting.

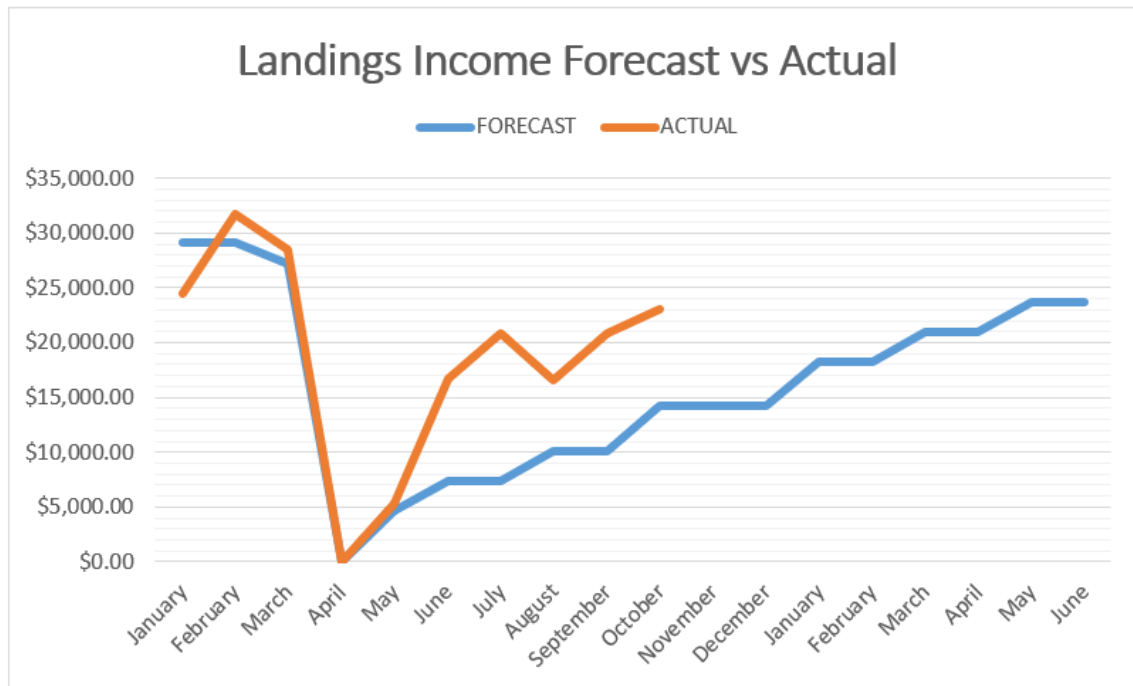
Almond Court Flats

The last remaining tenant has successfully been relocated to alternative accommodation. The timing of demolition can now be planned in conjunction with subdivision and settlement dates.

Airport

Scheduled flights remain stable at 3-4 per day. Trends seem to be showing good domestic travel growth for now. Carpark use is almost at pre COVID-19 levels. Passenger numbers for October 2020 were not available at the time of this report but all signs are, loadings will be quite high.

Revenue figures continue to track higher than budget forecasts. Car park revenue continues to climb. This is a good indicator of passenger activity per flight. October 2020's income is \$12,041.00 (GST inclusive) which is approximately 85% of pre COVID-19 income.



Activity remains very positive with one of two hangers now constructed adjacent to Whimp Avenue.



NZ Airports continue to provide regular Zoom meetings however in late October 2020 WDC and airport staff attended a NZ Airport Hui in Wellington. This was great opportunity to meet airport colleagues from across the country to share those COVID-19 stories in person. Staff also met with the Ministry of Transport with other Joint Venture Airports to discuss the current issues of the day and provide some further insight into plans looking forward.

Safety Reporting

Safety goals for 2020 to 2021 will focus on improving communication, building competencies, and monitoring continuous improvement. Throughout October 2020 work has continued specifically on drone management process and our communication strategies. Hazard identification and management continues. There are no safety investigations underway at present.

Noise

Acoustic monitoring has been completed using a series of noise measurements from around the perimeter of the airport. The results are still pending but will allow actual data to be used in monitoring current and future helicopter movements. Ironically the airport has received a helicopter noise complaint, the first in probably two or more years.

Strategy

2021 - 2031 Long Term Plan

Through the Corporate Planning Steering group staff have been working on the Long Term Plan. Work is now underway to pull together a draft LTP by the end of the year. This follows a series of prioritisation and direction setting briefings held throughout September 2020 and October 2020. The next stage of briefings include:

- Workshop on Revenue and Finance Policy and Rates – 17 November 2020
- Approach to Draft LTP and Supporting Documents – 19 November 2020
- Key issues for consultation - 25 November 2020

Climate Change

At the 24 September 2020 Council Meeting, endorsement was given for a Joint Committee on Climate Change. This was followed by endorsement of hapu representatives at the Te Karearea Strategic Partnership Standing Committee on 29 October 2020. The Joint Committee on Climate Change will provide governance oversight and leadership on the ongoing climate change work programme.

Councillors have requested an update on the implementation of the Whangarei District Council Sustainability Strategy. This update will be provided through a briefing in December 2020 (date TBC) along with an update on the Climate Action Plan.

Bylaw review programme

Council adopted the SOP and approved consultation for the Camping in Public Places Bylaw at the Council Meeting in October. Consultation is now underway and will close on 27 November 2020. Hearings are proposed for 8 December 2020.

Placemaking Programme

Work is underway in Tikipunga and Hikurangi on a second round of community engagement and workshops. This will consist of weekly drop in sessions in Hikurangi at the Miners Rest Café and in Tikipunga at the Library and Tiki Bake. Community workshops will also be held at the following times:

- Tuesday 10 November 2020 6:30pm - Friendship House, War Memorial Hall, Hikurangi
- Tuesday 17 November 2020 6:30pm - Te Ora Hou, 104 Corks Road, Tikipunga.

An update of the programme and the feedback received will be provided at a Briefing on 16 December 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.

There has been a high level of interest from stakeholder across the District. Therefore, the consultation period will be extended by another two weeks, concluding on Friday 4 December 2020.

A successful hui was held with hapu on the 19 October 2020, staff are currently working through options of following this up with further hui and engagement through Te Huinga and Te Karearea.

District Plan

Up Coming Plan Changes:

The following plan changes are in preparation:

Plan Change Number	Topic	Description	Timeframe Targets
PC141	Biodiversity	This plan change will identify and map important indigenous vegetation and habitats and introduce provisions to protect biodiversity.	Preparation: 2020 Consultation on Draft: Early 2021 Notification: Mid-late 2021
PC154	Hazards	This plan change will identify and map both natural and coastal hazards and introduce provisions to manage the hazards and limit the impact of hazards on development.	Preparation: 2020 – 2021 Consultation on Draft: Mid 2021 Notification: Mid – late 2021 *
PC146	National Planning Standards	This plan change will reformat the district plan and align the district plan with National Planning Standards where Schedule 1 process is not required.	Preparation: 2021 Operative: 2021-early 2022
PC156	Tangata Whenua/ Mana Whenua	This plan change will introduce information about Tangata Whenua / Mana Whenua within the Whangarei District. It will recognise hapū, document relationships with local. identify relevant planning documents and describe processes for hapū involvement and participation in resource management processes. A schedule 1 process is not required for this plan change.	Preparation: 2021 Operative: 2021-early 2022
PC157	Sites and Areas of Significance to Māori	This plan change will identify and map sites and areas that are significant to Māori and establish provisions to support appropriate environmental and cultural management of the sites.	Preparation: 2021 Consultation on Draft: TBD **

* Timing dependent on finalised Northland Regional Council mapping.

** Timing dependent on progress of draft plan change development during preparation phase.

Urban and Services Plan Change Package

Staff continue to work solidly on the Urban and Services appeals, having completed four formal Environment Court mediations and numerous informal discussions with parties.

Environment Court has granted three consent orders:

ENV-2020-AKL-124 Northpower Limited (appeal settled in full)

ENV-2020-AKL -126 The New Zealand Refining Company Limited (appeal settled in part)

ENV-2020-AKL-108 Goal Holdings Limited (appeal settled in full)

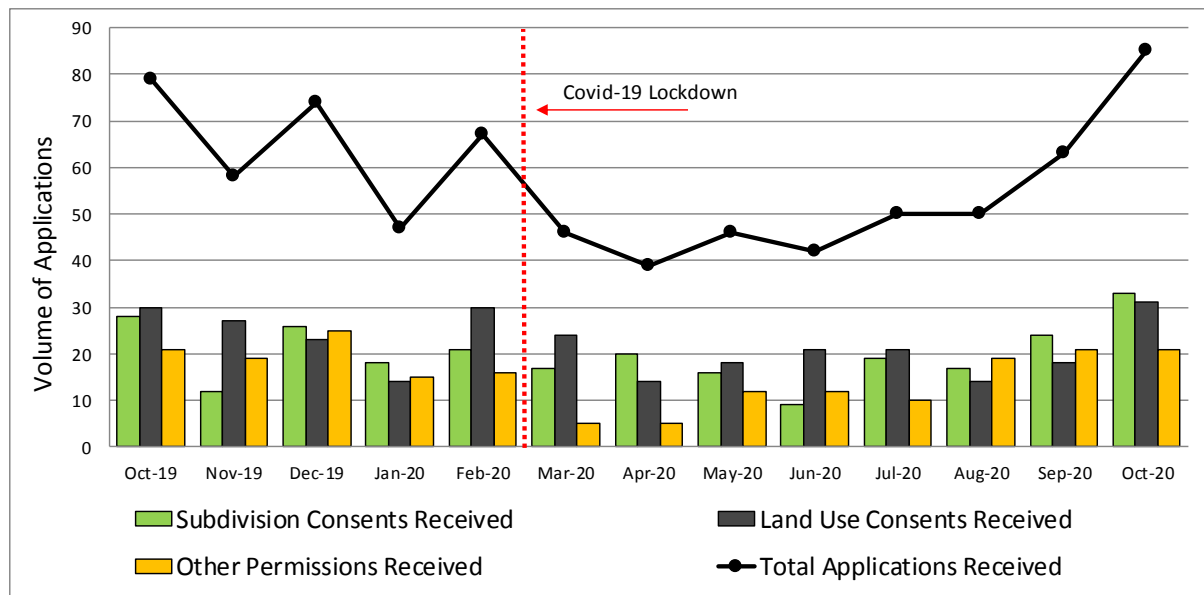
PC150 Private Plan Change Application

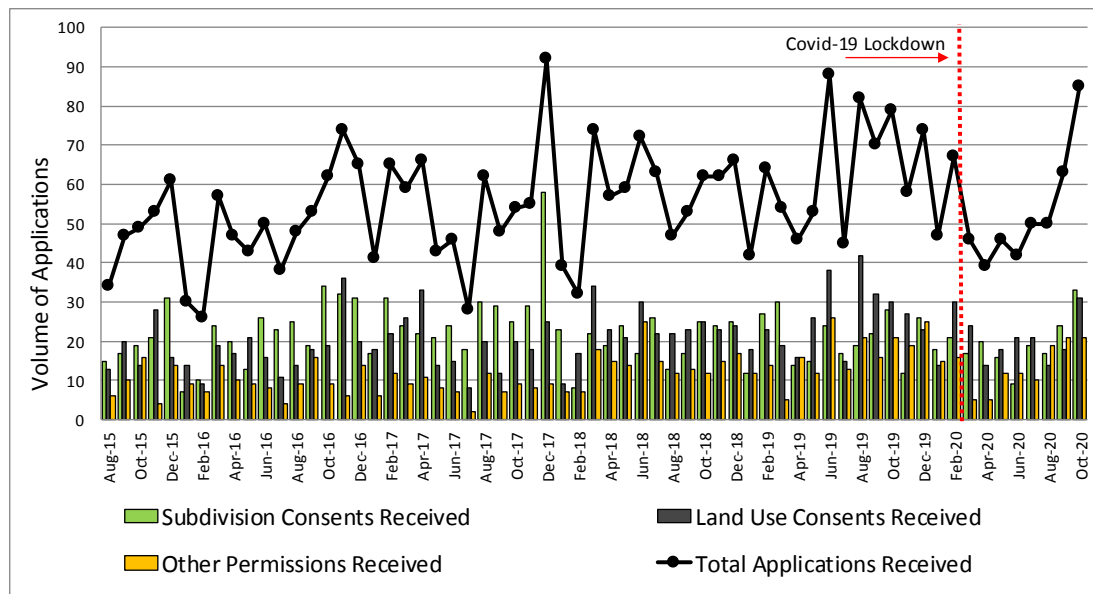
The application was presented to Council for consideration to reject, accept or adopt on 3 November 2020.

Resource Consents

Resource Consent Processing Volumes

The number of applications received in October 2020 totalled 85, a significant increase over the previous month and the highest monthly total since June 2019. Application volumes have been steadily increasing post the COVID-19 pandemic lockdown and have surpassed pre-COVID-19 volumes. Thirty-three subdivision, 31 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.





Resource Consent Applications

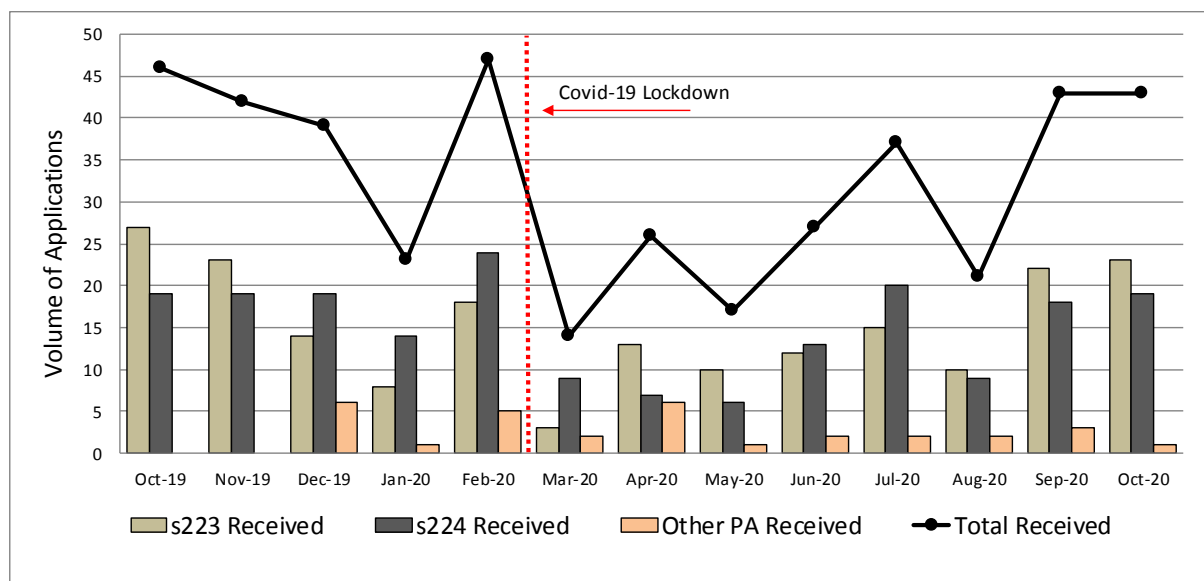
Whilst the number of applications received during October 2020 was high, there were no large scale subdivision or landuse applications made. An application of interest is the proposed expansion of a DHB dental facility in Kamo.

Hearings

One hearing was held during October 2020, being the WDC application to undertake earthworks (associated with a seawall) within the dripline of pohutukawa trees at Princes Road, One Tree Point. The decision has not yet been released. The decision to approve a new dwelling at Waipu Cove (heard during September 2020) has been released by the Commissioner.

Post-Approval

Forty-three (43) post-approval applications were received for October 2020. The same as last month. Twenty-three survey plan approvals (s223), 19 completion certificates (s224) and 1 other post-approval related applications were received. The continued volumes are expected and it is likely to continue leading into the end of year period. All new applications are now being processed within timeframes.



Appeals

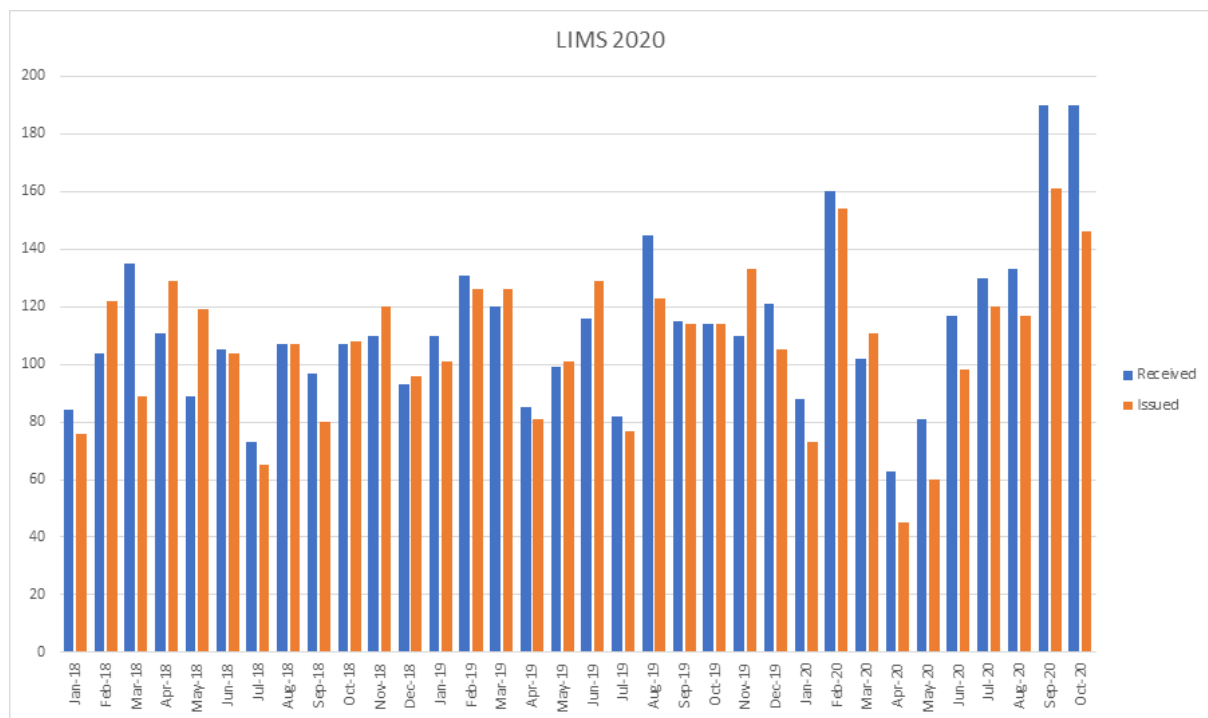
No appeals have been received during October 2020.

Building Department – 28 September to 31 October

Building Consent Performance Indicators

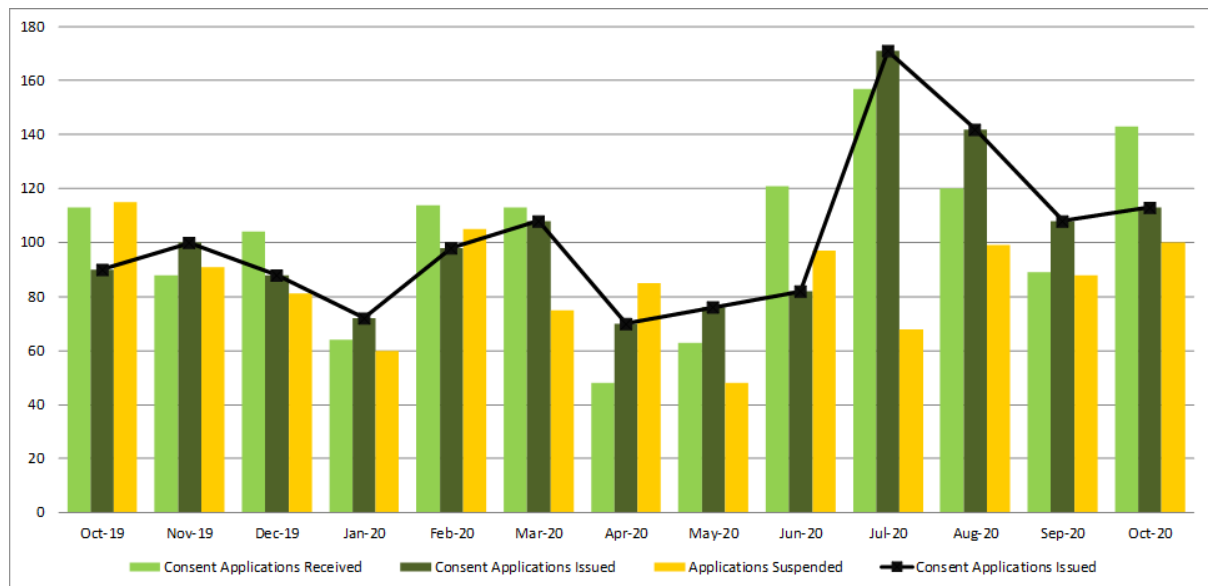
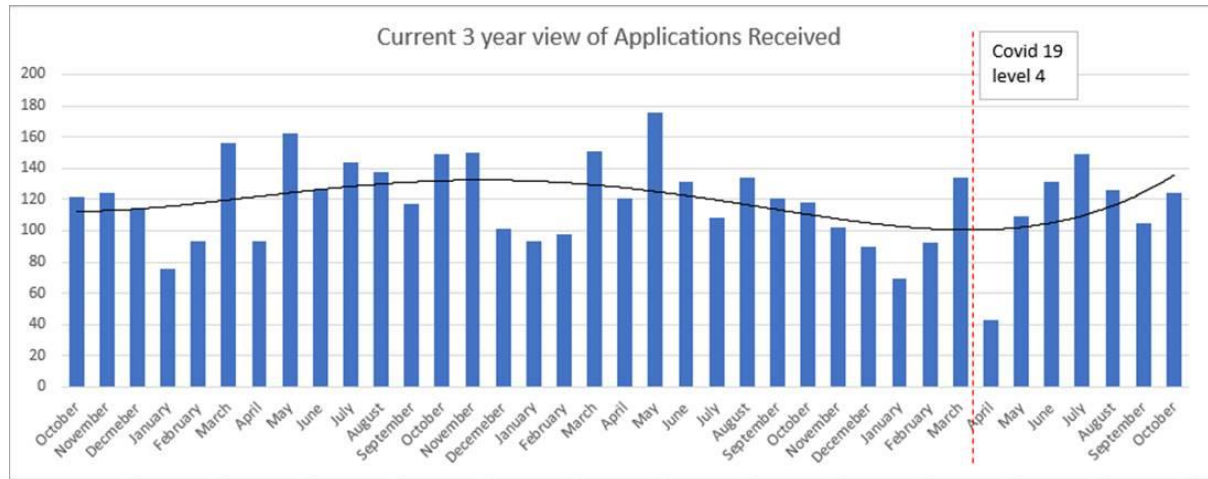
Performance Indicators			
		Oct-20	Year's Average To Date
Building Consents Granted	20 Days (statutory)	96%	97%
Building Consents Issued	3 Days (internal KPI)	98%	92%
Inspections Completed within 48 Hrs	% Complete Within 2 Working Days (internal KPI)	99%	99%
LIMs	% Within 7 Days (internal KPI)	29%	69%
LIMs	% Within 10 Days (statutory)	99%	100%
PIMs	% Within 5 Days (internal KPI)	82%	89%
PIMs	% Within 20 Days (statutory)	90%	92%

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 quarter exceeding the last two-year average. The delivery of LIMs on time is under pressure.



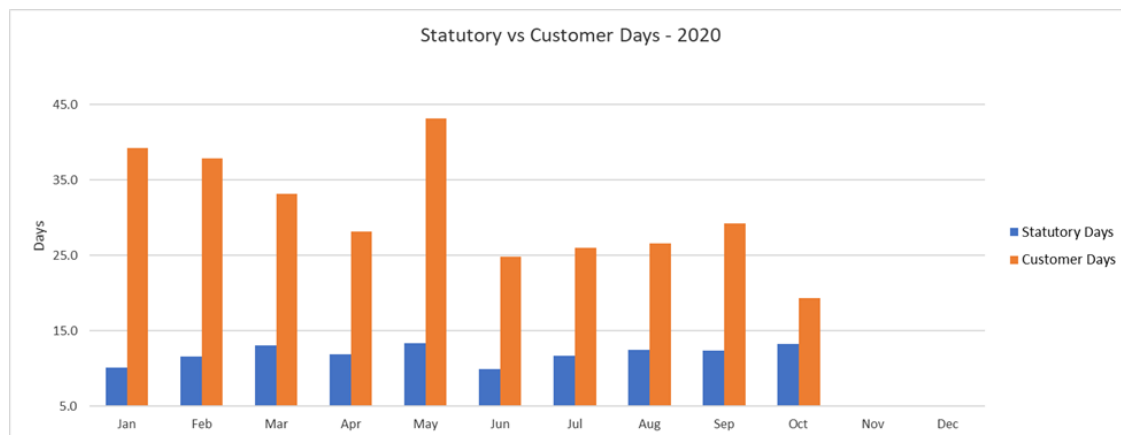
Building Consents Received, Issued and Suspended

The building consent activity has seen an increase 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 October 2020. The forecast for the year is around 1270 applications compared to 1450 at the start of the year, around 183 down (12.4%).



Statutory days versus customer days

The customer days include total time however exclude weekends and public holidays for this period the average days are under 25 working days and the statutory days are under 15 days.



Health and Bylaws

Environmental Health

Health Act 1956

- Business as usual with several public health nuisance complaints being received.
- Higher than usual enquiries for trading in public places under the relevant Bylaw, mainly food related.
- This year's annual Recreational Bathing Water monitoring program will begin shortly.

Food Act 2014

- The number of new food business enquiries remains higher than usual.
- The team's newest Environmental Health Officer, Dylan Le Roux, has now completed his Food Act Verifier training and was recently 'signed off' by the Ministry for Primary Industries, as an accredited verifier of food control plans and national programmes, after having passed his final external assessment by Assure Quality. This means Dylan can now independently verify (audit) those food businesses which have chosen WDC as their verifying agency, which assists the rest of the team with workload management.

Sale and Supply of Alcohol Act 2012

- During the month one (1) Off-licensed premises, a grocery store, failed a Controlled Purchase Operation (CPO) during which alcohol was sold to a minor, under the control of Police. Interviews of the licensee and duty manager will ensue and as per usual will most likely result in an application for suspension of licence and manager certificate to the Alcohol Regulatory and Licensing Authority (ARLA), as per the penalty guidelines set by ARLA. This was one failure out of 15 premises "tested".

Bylaws

General matters

- After earlier having received funding from MBIE, preparations for this season's Responsible Freedom Camping Ambassador program has started this month and are progressing well.
- In addition, and since the start of the Labour Weekend our annual education and enforcement program of the Camping in Public Places Bylaw has begun again.

Armourguard Enforcement Statistics – these are now reported quarterly and compared with the same quarter last year.

TOTAL NUMBER OF COMPLAINTS	01 JUL 2020 – 30 SEP 2020	01 JUL 2019 – 30 SEP 2019
GENERAL BYLAW MATTERS	170	137
NOISE COMPLAINTS	976	774
NOISE DIRECTIVES ISSUED		701
DOGS COMPLAINTS	669	1086
- WANDERING	417	548
- BARKING	157	375
- RUSHING	46	59
- ATTACKS	49	104
STOCK CONTROL	144	166
PARKING	1357	442

Please note for parking complaints, a recent change to the way complaints are recorded and tallied, now results in higher numbers for the current quarter, opposed to during the previous year.

Māori Relationships

Cadet Whakatau

The 2020/2021 intake of cadets for the Council Cadetship were formally welcomed to Whangarei District Council with a whakatau early October 2020. This was to ensure the protocols are adhered to and acknowledged prior to their commencement with Council. This kaupapa is always supported by the department.

Te Kārearea Strategic Partnership Forum

Te Kārearea met for the first time in its new form as a standing committee in October 2020. It has been a long standing moemoeā (vision) for hapū and Council to achieve this outcome from a priority set in 2012. A momentous occasion for Council and hapū.

Hapū Workshop – Climate Change and Growth Strategy

Collaborative approach with the Strategy Team who organised a workshop for hapū to participate and provide value feedback and korero to both these important kaupapa.

Northland Inc – Operators Update Hui

The team provided cultural advice at the recent hui for tourist operators in Tai Tokerau. Various keynote speakers elaborated on specific kaupapa that are pertinent to their areas of expertise. Tania Burt (General Manager Destination for Northland Inc) presented the state of play for tourism in Tai Tokerau.

Women's Rugby World Cup 2021 (WRWC2021)

They also supported Venues and Events to organise a whakatau for World Rugby General Manager of Women's Rugby Katie Sadler, who passionately spoke about the global development of rugby for women. This visit coincides with the upcoming Women's Rugby World Cup 2021 of which Whangarei is a co-host along with Auckland.

Democracy & Assurance

The democracy team supported five Council and Committee meetings, three Council Briefings and six Council Workshops in October 2020. In addition, thirty-six alcohol licence applications were put through to the District Licensing Committee for consideration.

The manager democracy and assurance and manager communications presented to Council's advisory groups in October on the 2021-31 Long Term Plan, and Significance and Engagement Policy. Good feedback was received that will inform the approaches Council take to engagement.

Most of Council's insurance schedules, including but not limited to, Council's material damage, business interruption, motor vehicle and underground infrastructure insurance, renewed on 1 November 2020 for the next insurance year. There have been significant increases in premiums for this year particularly in the material damage schedule. This has been driven by claims across the Northland Councils insurance group as well as global market conditions.

Business continuity has been a focus recently with the retention of the coronavirus watch group (currently meeting fortnightly) and a strategic leadership team (SLT) scenario exercise held on 28 October 2020. The SLT responded to a tsunami affecting the central city and

worked through a number of questions relating to staff and operational activities. The outcomes will flow down to department managers and their business continuity plans.

The new Privacy Act 2020 comes into force on 1 December 2020. A project team lead by democracy and assurance have rollout out basic training to all staff during privacy week, 2-6 November 2020. The team have also developed a draft Council Privacy policy and worked with operational teams to ensure that staff understand the privacy requirements and the new mandatory breach reporting processes.

Council received 17 requests for official information (LGOIMA requests) in October 2020. Since the beginning of 2020, Council has received 186 requests total. By this time last year 215 LGOIMA requests had been received. This likely reflects the downturn of requests during the COVID-19 lockdown period. Since the lockdown, there has been a growth in the number of requests being made. The number of requests received is not representative to the amount of staff time required to respond, as requests vary in complexity.

In October 2020 requesters sought the following types of information; performance measures and outputs, memos, emails, dates, documentation of decisions, reports, lists, financial information, record sheets, plans, policies, and bylaws. Topics included; dog control activities, Puriri Park, Code of Conduct complaints, Mayoral expenses, legal fees, trade water, stormwater, resource consents, rates, energy usage, and Maori land. In responding to these requests some information may be withheld or partially redacted under section 7 of the LGOIMA. Information is provided unless there is good reason for withholding it.

RESOLUTION TO EXCLUDE THE PUBLIC

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

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

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

Resolution to allow members of the public to remain

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

Move/Second

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

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

Note:

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