

# Strategy, Planning and Development Committee Agenda

**Date:** 20 May, 2021

**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.

<b>1. Declarations of Interest</b>	
<b>2. Apologies</b>	
<b>3. Confirmation of Minutes of Previous Strategy, Planning and Development Committee Meeting</b>	
3.1. Minutes Strategy, Planning and Development Committee 15 April 2021	7
<b>4. Decision Reports</b>	
4.1. New Road Name Application - Rock Solid Holdings - SD1900070	11
<b>5. Information Reports</b>	
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5.3. Strategy, Planning and Development Operational Report May 2021	37
<b>6. Public Excluded Business</b>	
<b>7. Closure of Meeting</b>	

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 April, 2021  
**Time:** 9:00 a.m.  
**Location:** Council Chamber  
 Forum North, Rust Avenue  
 Whangarei

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

**Not in Attendance**      Cr Ken Couper

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**1. Declarations of Interest**

There were no declarations of interest made.

**2. Apologies**

Cr Ken Couper (apology) and Cr's Jane Golightly and Anna Murphy (late arrival).

**Moved By** Cr Vince Cocurullo

**Seconded By** Cr Tricia Cutforth

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 18 March 2021**

**Moved By** Cr Gavin Benney

**Seconded By** Cr Phil Halse

That the minutes of the Strategy, Planning and Development Committee meeting held on Thursday 18 March 2021, including the confidential minutes, having been circulated, be taken as read and now confirmed and adopted as a true and correct record of the proceedings of that meeting.

**Carried**

*Cr Connop arrived at 9.02am, Cr Murphy arrived at 9.04am during discussion on Item 4.1.*

**4. Decision Reports**

**4.1 New Road Name Application - J Barnette - SD1800127**

**Moved By** Cr Greg Martin

**Seconded By** Cr Gavin Benney

That the Strategy, Planning and Development Committee:

1. Approve the name of the private access off Landowners Lane as Piwaiwaka Way.

**Carried**

**4.2 New Road Name Application - Feickert - SL2000004**

**Moved By** Cr Greg Innes

**Seconded By** Cr Carol Peters

That the Strategy, Planning and Development Committee:

1. Approve the name of the private access off Mangakino Lane as Bonnie Doon Place.

**Carried**

**4.3 New Road Name Application - Gordon - SD1600080**

**Moved By** Cr Vince Cocurullo

**Seconded By** Cr Simon Reid

That the Strategy, Planning and Development Committee:



1. Approve the name of the private access “1” (blue) off Doctors Hill Road as Bittern Lane.
2. Approve the name of the private access “2” (green) off Doctors Hill Road as Island Rise.

**Carried**

#### **4.4 New Road Name Application - Hannam - SD2000059**

**Moved By** Cr Simon Reid

**Seconded By** Cr Carol Peters

That the Strategy, Planning and Development Committee:

1. Approve the name of the private access off Kara Road as Camelot Court.

**Carried**

#### **4.5 New Road Name Application - Kainga Ora - SL1900012**

**Moved By** Her Worship the Mayor

**Seconded By** Cr Carol Peters

That the Strategy, Planning and Development Committee:

1. Approve the name of the new public road off Puriri Park Road as Ara Tapatahi.

**Carried**

*Cr Cocurullo requested his vote against be recorded.*

### **5. Information Reports**

#### **5.1 Operational Report - Corporate Group - April 2021**

**Moved By** Cr Carol Peters

**Seconded By** Cr Gavin Benney

That the Strategy, Planning and Development Committee notes the Corporate Group operational report for April 2021.

**Carried**

*Cr Golightly arrived at 9.29am during discussion on Item 5.2.*

**5.2 Strategy, Planning and Development Operational Report April 2021**

**Moved By** Cr Greg Innes

**Seconded By** Cr Nicholas Connop

That the Strategy, Planning and Development Committee notes the Strategy, Planning and Development Operational report for March 2021.

**Carried**

**6. Public Excluded Business**

There was no business concluded in public excluded.

**7. Closure of Meeting**

The meeting concluded at 10.16am

Confirmed this 20<sup>th</sup> day of May 2021

Councillor Shelley Deeming

## 4.1 New Private Access Name – RMA Consents – Rock Solid Holdings – SD1900070

**Meeting:** Strategy, Planning and Development Committee  
**Date of meeting:** 20<sup>th</sup> May 2021  
**Reporting officer:** Toni Satherley – RMA Post Approval Officer

### 1 Purpose

To name a private access in the Whangarei district to assign unique addresses for properties to be readily locatable by emergency service responders and service delivery providers.

### 2 Recommendation

That the Strategy, Planning and Development Committee:

1. Approve the name of the private access off Royal St Anne's Drive Kamo as Merion Rise.

### 3 Background

A road naming application has been received to satisfy conditions of a subdivision for Rock Solid Holdings to name a private access off Royal St Anne's Drive, Kamo. The proposed name is considered in accordance with Council's Road Naming Policy.

The applicant supplied the following names:

- Merion Rise
- Sawgrass Rise
- Bethpage Rise

### 4 Consultation

No consultation was undertaken as the developer owns the land.

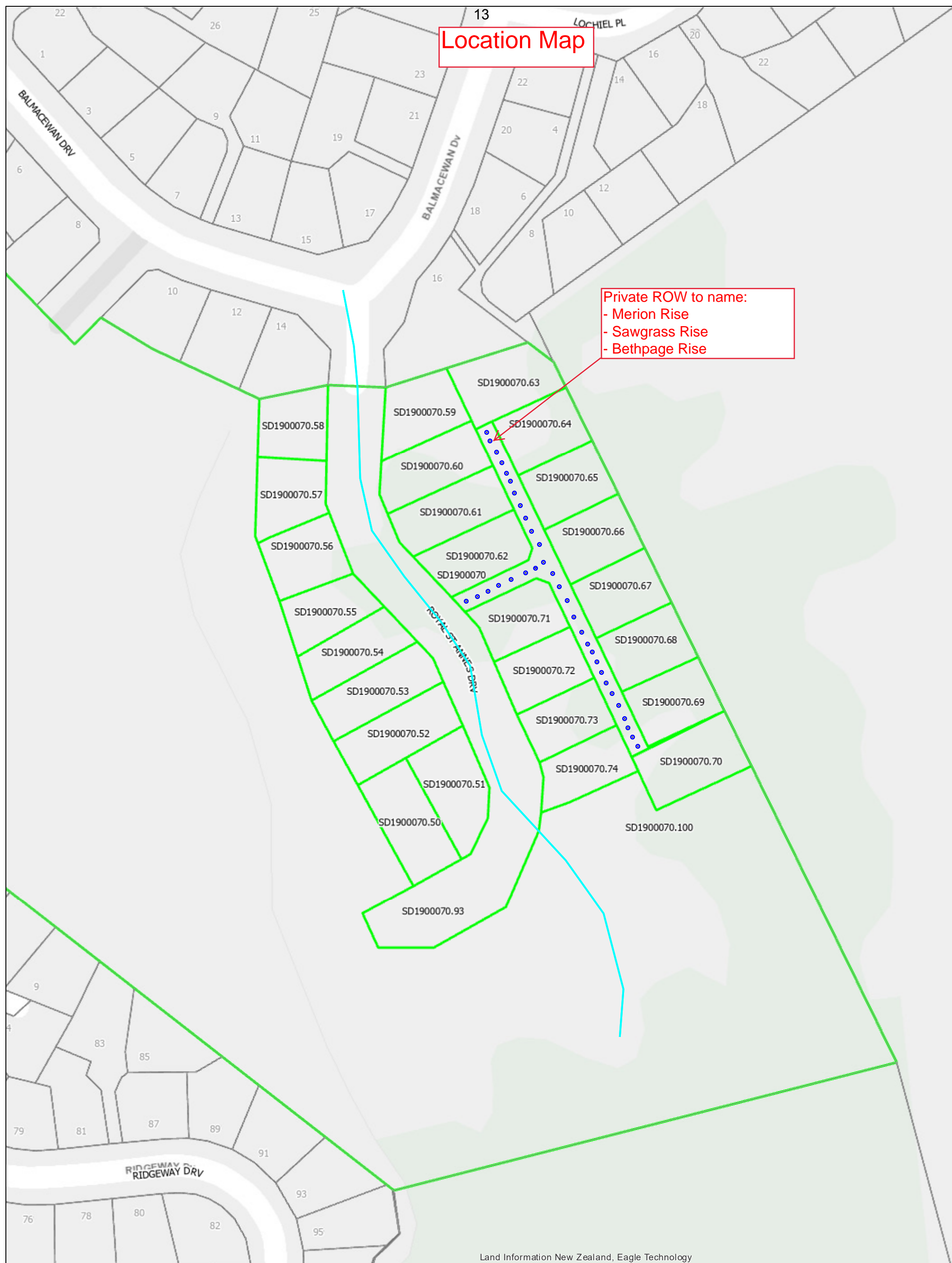
### 5 Significance and engagement

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

### 6 Attachments

1. Road Naming Application
2. Location Name Map





## Location Map

Private ROW to name:  
 - Merion Rise  
 - Sawgrass Rise  
 - Bethpage Rise

Land Information New Zealand, Eagle Technology

## GIS Maps Print



The information displayed is schematic only and serves as a guide. It has been compiled from Whangarei District Council records and is made available in good faith but its accuracy or completeness is not guaranteed.

Cadastral Information has been derived from land Information New Zealand's (LINZ) Core Record System Database (CRS). CROWN COPYRIGHT RESERVED. © Copyright Whangarei District Council.

Friday, April 23, 2021



Scale: 1:1,128

Projection: NZGD2000 / NZTM 2000

Original Sheet Size 210x297mm





## Application for Road Naming

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

### Points to remember when making an application

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

### Important Considerations

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

### How to get this application to us

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

Fax to: 09 438 7632

Email to: [mailroom@wdc.govt.nz](mailto:mailroom@wdc.govt.nz)

### Applicant Details

First name(s) Rock Solid Holdings

Last name C/- Matt Doughney

Postal address Level 3, 40 Onehunga Mall, Onehunga, Auckland 1061

Best day-time phone number \_\_\_\_\_ Mobile 021 303 866

Email matt@euroclass.co.nz

### Resource Consent Details

Resource Consent application number SD1900070 (Stage 8A)

### Agent Details

Name of Agent Phil Lash Agent ref 15056

Agent postal address PO Box 191, Whangarei 0140

Best day-time phone number 09 438 3563 Mobile 021 761 016

Email phil@reyburnandbryant.co.nz

## Proposed Road Name Details

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

☐ Public ☒ Private

### Proposed road name 1 Merion Rise

Reason Merion golf club is a golf club located in Pennsylvania. It's a play on the golfing theme of the underlying subdivision.

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### Proposed road name 2 Sawgrass Rise

Reason Sawgrass is the home of the Players championship. It's a play on the golfing theme of the underlying subdivision.

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### Proposed road name 3 Bethpage Rise

Reason Bethpage is one of the most popular and cherished golf courses in the nation and it is located in suburban Long Island in close proximity to New York City. It's a play on the golfing theme of the underlying subdivision.

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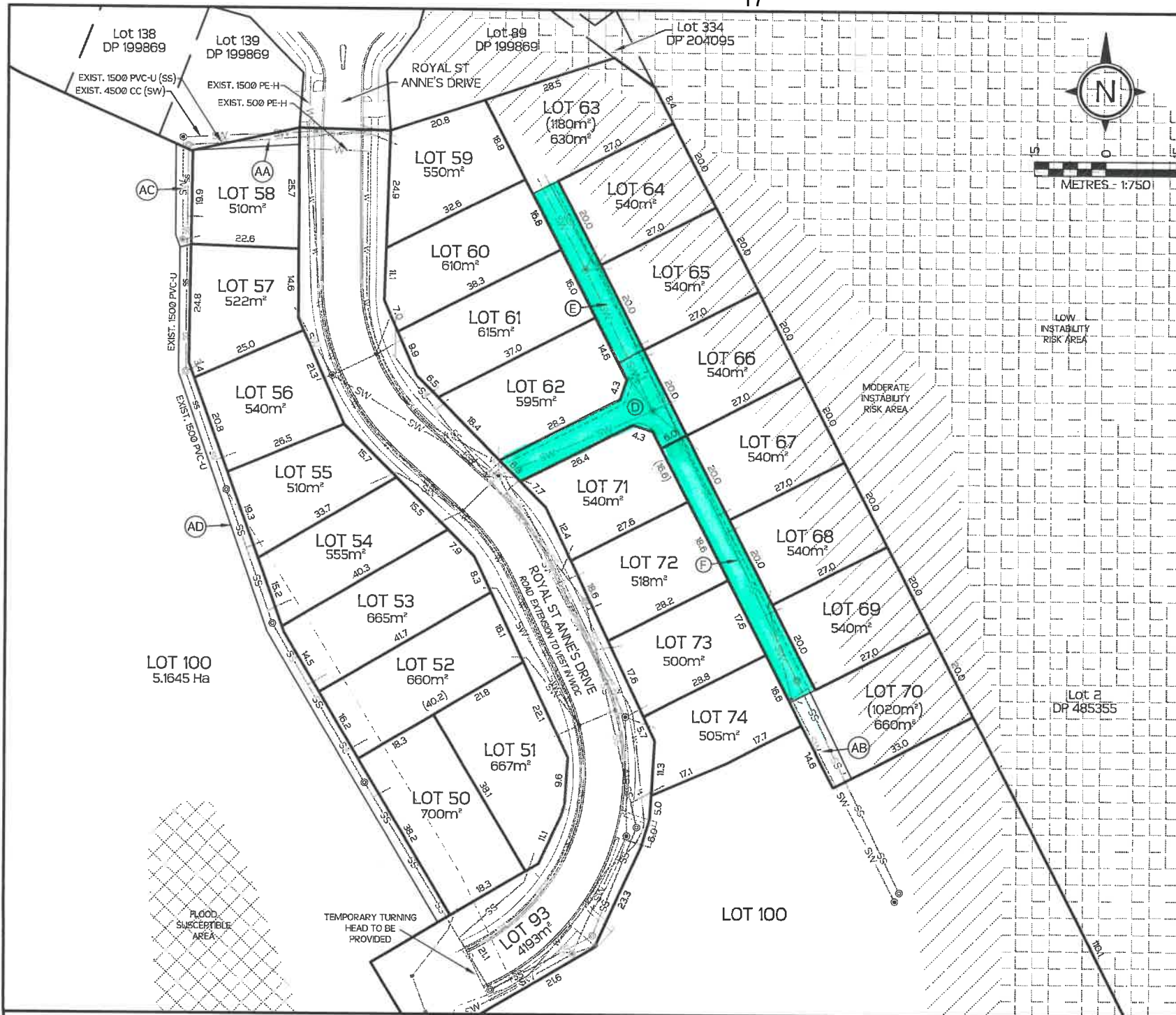
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❖ Please supply a scheme plan map in Black and White with Road or ROW clearly marked when submitting your application.



**CAUTION:**

1. THIS DRAWING SHOULD NOT BE AMENDED MANUALLY.
2. AREAS & DIMENSIONS ARE APPROXIMATE ONLY AND ARE SUBJECT TO FINAL SURVEY.
3. THE VENDOR & PURCHASER MUST CONTACT THE SURVEYOR IF SALE & PURCHASE AGREEMENTS ARE ENTERED INTO USING THIS PLAN.
4. SERVICES MUST NOT BE POSITIONED USING THIS PLAN.
5. DO NOT SCALE OFF DRAWINGS.
6. THIS PLAN IS COPYRIGHT TO REYBURN & BRYANT (1999) LIMITED.
7. DESIGNED BY REYBURN & BRYANT - WHANGAREI - NEW ZEALAND ONLY 2014-2016 RURAL AERIAL SOURCED FROM AERIAL SURVEYS LTD.
8. INFORMATION AVAILABLE ON LINZ DATA SERVICE.
9. BOUNDARIES SOURCED FROM QUICKMAP. COORDINATES IN TERMS OF MOUNT EDEN 2000.

SERVICES SHOWN ARE PROPOSED DESIGN  
UNLESS OTHERWISE STATED

**PROPOSED EASEMENT SCHEDULE**

PURPOSE	SHOWN	SERV.TENE. (BURDENED)	DOM.TENE. (BENEFITED)
RIGHT OF WAY & SERVICES	D	LOT 63 HEREON	LOTS 64 - 70 HEREON
	E	LOT 63 HEREON	LOTS 64 & 65 HEREON
	F	LOT 70 HEREON	LOTS 67 - 69 HEREON

**PROPOSED EASEMENTS IN GROSS**

PURPOSE	SHOWN	SERV.TENE. (BURDENED)	GRANTEE
RIGHT TO DRAIN WATER & SEWER	AA	LOT 58 HEREON	WHANGAREI DISTRICT COUNCIL
	AB	LOT 70 HEREON	
	AC	LOT 100 HEREON	
RIGHT TO DRAIN SEWER	AD	LOT 100 HEREON	

TOTAL AREA: 7.1040 Ha  
COMPRISED IN: RT 372886 (ALL)

THIS SITE IS ZONED 'LIVING 1' AND THE BUILDING SETBACKS ARE THUS:  
4.5m FROM ROAD BOUNDARIES, 3m FROM ALL OTHER BOUNDARIES  
WITH ONE AT 1.5m.  
ENTIRE SITE SUBJECT TO 'HIGH INSTABILITY RISK AREA' EXCEPT WHERE  
SHOWN.

REV	DATE	DESCRIPTION
F	10/04/21	SW TO VEST STAGE 8B - PL/PO
E	06/04/19	STAGING AMENDMENTS - PL/PO
A	10/04/18	FIRST ISSUE - PL/CC

REF. DATA:

**reyburn  
& bryant**

Ph. 09 438 3563

PO Box 191, Whangarei 0140

7 Selwyn Ave, Whangarei

www.reyburnandbryant.co.nz

CLIENT:

**ROCK SOLID HOLDINGS LTD  
BALMACEWAN DRIVE**

TITLE

**STAGE 8A:  
PROPOSED SUBDIVISION  
OF LOT 345 DP 386154**

DATE	APRIL 2021	SCALE	1:750 @A3
NO.	S15056	SHEET	3/9
		REV	F



## 5.1 Stock Control Enhancement Options

**Meeting:** Strategy, Planning & Development Committee  
**Date of meeting:** 20 May 2021  
**Reporting officer:** Reiner Mussle

### 1 Purpose

To advise the Strategy, Planning & Development Committee of collaboration efforts to address road safety concerns related to stock on roads at Mokau and surrounding areas.

### 2 Recommendation

That the Strategy, Planning & Development Committee notes the report.

### 3 Background

Council's current Regulatory Services contract provided through our enforcement contractor Armourguard does not provide for proactive stock control enforcement or associated community engagement and only funds reactive, complaint driven responses. Therefore, the contract only requires Armourguard to attend stock complaint incidences, within pre-set response timeframes and to then try and remove the immediate road safety risk, by driving stock off the road. Whilst that usually addresses the immediate safety concerns, it does not address the underlying reasons of why stock are out on the road in the first place, such as inadequate fencing and gates which are left open, or how to prevent that from re-occurring in future. In addition, there are underlying issues of semi-feral, non-NAIT tagged stock, often either belonging to multiple land owners or to unidentifiable stock owners. The requirement to have all stock NAIT tagged is a Ministry for Primary Industries (MPI) requirement and staff will continue to work with MPI in an aim to achieve this goal.

Approximately 25% of all stock complaints Council receives relate to the Mokau area. However, stock considerations at Mokau are more complex than in other areas and thus require a much higher degree of resourcing. Any practical solutions to the stock issue at Mokau could be replicated for the rest of the district and thus aim to address stock issues district wide. In recent years and through targeted Armourguard led and Council funded projects, we've been successful in establishing some relationships with the Mokau Marae and some Mokau community members, which assist Amourguard in ensuring that stock gets off the road quicker and/or back onto the land where they belong.

### 4 Discussion

On 31 March 2021 a meeting was held at the Hikurangi Police station attended by Councillors Benney and Martin, Armourguard Animal management officers and Hikurangi Police officers. The aim of this was to establish and strengthen working relationships and

cooperation between Armourguard and Police, both in relation to assistance when dealing with stock on roads (especially at night) and the broader limitations around shooting stock (discharging a firearm in a public place). A further outcome of this meeting was that Cr. Benney undertook to write to MPI, on behalf of Council, requesting their support regarding prioritising NAIT tagging of stock at Mokau.

The adequacy of road signage and appropriateness of existing speed limits were also discussed. A 2019 review of stock related road signage along Russell road found signage both sufficient and appropriate, with some improvements to signposted phone numbers displays being made during early 2020. However, the more recent concerns about the adequacy of stock on road signage and whether speed limits should be lowered required further investigation and liaison with our Northland Transport Alliance team, who are ultimately responsible for road signs. Early feedback from that team indicates that a speed limit review in this area is currently being considered, but that this, in isolation, is not seen as a 'silver bullet' to the complex issue of stock on roads. Further specific feedback on the continued adequacy of existing road signage is being sought.

It has been suggested and agreed that any future enhancement of stock control services at Mokau will need to focus on strengthening and expanding existing community contacts, including collaboration with Maori, the local Marae and where practically possible may include utilising existing Maori wardens. This option, including how these are funded and achieved within the limitations and restrictions of existing budgets, requires further investigation.

Staff are of the opinion that establishing stock ownership is the most critical step in addressing and reducing stock road safety concerns, as through this stock owners can be held responsible for their stock and associated cost recovery can be achieved, which in turn will help fund future services. Council's current funding of stock control services is limited to reactive, complaint driven responses only.

## **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.

## 5.2 Operational Report – Corporate Group – May 2021

**Meeting:** Strategy, Planning and Development Committee  
**Date of meeting:** 20 May 2021  
**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 May 2021.

### 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 – May 2021



# Operational Report – Corporate Group – May 2021

## Procurement Reporting – Contracts Approved Under Delegated Authority

Contracts have been reviewed and there are none to report for this period.

## Information Communications Technology (ICT)

### *ICT Operations*

#### **Security**

Further work on ICT Security policies was undertaken in April and they are nearing the point where Information Management and Legal can review and provide feedback.

Due to issues with Airwatch, the mobile device management (MDM) solution no longer being compatible with some of the mobile phones Council purchases, we have had to reinstate InTune for MDM purposes, which was completed successfully.

Following a security warning about Adobe Reader, a successful upgrade was undertaken this month.

#### **BAU Initiatives**

Work is still underway to test the upgrade of Microsoft Office, ensuring that Council stays as close to the latest version as possible, mitigating against security risks and providing the latest functionality to end users. Final testing to address concerns around integration with Kete metadata is being addressed with Microsoft to reduce any unexpected impact on end users.

The Data Historian environment was isolated this month, reducing any security concerns. The roll out of a number of new 24" monitors was completed, enabling Council staff with older, smaller monitors to work more effectively.

A number of upgrades were completed this month, to ensure we remain current with updates from manufacturers. These upgrades included:

- Canon Uniflow (printers)
- Firewall management software
- The core firewall was migrated to WatchGuard cloud
- Network device firmware
- All servers and desktops received the latest updates
- Desktops received feature updates
- The RA Server console was upgraded.

Several enterprise applications had updates applied, ensuring that new installations receive the latest version at time of deployment, speeding up the process for users.

#### **Improvements**

Progress is still being made on the provision of further of Phriendly Phishing training and a comprehensive Cyber Security awareness workshop for all staff.

We have been working with NorthCloud and Information Leadership to obtain more accurate and useful usage and capacity trend information, to enable improved capacity planning, reducing the need to be reactive and moving to a more proactive state for data storage needs.

## ICT Projects

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"> <li>CiA Requests Online: Documentation of Web content workshops in progress. System configuration in progress. Nucleus Sync testing round 1 complete - issues in discussion.</li> <li>2020B version upgrade: Testing of Ci Requests complete. No showstoppers remaining. Go Live Scheduled for 14 May.</li> </ul>
SIGMA	Asset management migration and upgrade of GIS	Delayed	2 issues relating to system performance and integration are being worked on.
Digital Platform – Phase 2	Review and redevelopment of Council websites	Initiation	Requirements gathering has identified that Phase 2 & 3 can be combined and delivered together. Formal initiation meeting to be scheduled.
Telephony as a Service	Replace telephony system	Initiated	6 month extension of existing support contract has been signed off, to mitigate risk of existing legacy system. Options analysis paper drafted for review and approval.
Building Consent Application system	Portal for customers to lodge and track Building consents	Initiated	Current planning has identified 30 August as go-live date Contract review and negotiations currently underway.
Cloud strategy (... as a Service)	Migrating legacy and unsupported applications to the Cloud	On schedule	Rendezvous (V&E booking) upgrade – Go-live scheduled for 5 May. Symphony (library system) upgrade – contract negotiations still underway. Continuous upgrade program for other applications is being planned.



## Finance

### ***2020-21 Financial Year***

With substantial budget cuts made as part of this year's Annual Plan budget, subsequent additional unbudgeted spend approved by Council, unbudgeted central government funding, and higher than anticipated revenue, we continue to see considerable variations against the Annual Plan budget.

### ***2020-21 Annual Report***

Planning for the 2020-21 Annual Report and associated audit is underway. With various central government funding contracts and property transactions occurring throughout the year, combined with residual issues from Covid-19, we expect to face some complexities during the preparation and audit of our annual report. The interim audit is due to begin on 10 May, with the final audit scheduled for mid-August. Staff are working through the dates proposed by Audit New Zealand to confirm dates for audit clearance and adoption of the Annual Report.

Technical financial reporting advice is being sought with regards to the treatment of property purchases and associated transactions. This has been flagged with Audit New Zealand and will be discussed early in the process to reduce the likelihood of any potential delays with final sign off.

### ***2021-31 Long Term Plan (LTP)***

The 2021-31 Long Term Plan was adopted for consultation at the 25 February Council meeting. Various budgeting assumptions are currently being updated to reflect any changes required as a result of more information becoming available and changing circumstances. Any changes as a result of deliberations will be actioned and updated within our financial model in order to prepare full financial statements for audits review prior to adoption.

### ***2021-22 Fees and Charges***

Staff are in the early stages of implementing additional functionality with Technology One to provide a more robust and streamlined process for setting fees and charges. This will also provide additional functionality to allow more detailed financial modelling in parallel with the fees and charge setting process.

### ***SIGMA and CiA Upgrade***

Finance staff are also involved in testing for the Asset Management System upgrade and the TechnologyOne CiA 2020B upgrade.

## Revenue

The Māori Local Government (Rating of Whenua Māori) Amendment Bill was enacted. We have drafted some tools (application forms for separate rating areas and rates write-off) and are identifying properties that may become non-rateable under the Act. We are also identifying rates that may be written off and assessing the impacts. Taituarā is hosting two webinars in May to provide guidance.

The team attended training with the customer services team in the Forum North customer service area on how to manage aggressive and or dangerous customers.

## ***Property, rating and receivable transactions***

In April, there were 320 property sales, slightly higher than 2019 - April 2020 sales were impacted by the lockdown. We are tracking at 129% of last year.

The 4<sup>th</sup> land rates instalment was sent, resulting in a number of queries.

An address-finder tool was implemented to improve efficiency and data accuracy for our customer and ratepayer database.

We met with the Office of the Valuer General and Opteon to discuss the 2021 General Revaluation. We are waiting for Opteon's project plan and resource planning which will help us manage their performance. Opteon will be sending surveys to some of our business owners; these are used to assist Opteon in determining values e.g. rent and lease income. The information received is confidential and is used only for valuation purposes.

## ***Collection and recovery***

Prior years' arrears are \$1.7 million, including \$1.3 million Māori Freehold Land and current year land rates arrears are \$1.1 million, and current fourth instalment \$18.4 million, payable 20 May.

## ***Long Term Plan***

We analysed the submissions received concerning rates, remission and postponement policy and other revenue.

## **Business Support**

### ***Information Management (IM)***

Business Records have had a very busy month supporting the processing of incoming LTP submissions which have been extremely high this year with a high amount of effort on the conversion of paper submissions into digital for Council meetings and making them available more widely.

The Kaiārahi Pūkenga - Information Architect has also worked very closely with the LTP team looking at the management of information end to end in the business process. Input from this perspective will be included in the review of the process to ensure opportunities for improvement are assessed and prioritised.

This includes the manual handling of information that is born digital however requires manual handling to enter into the appropriate systems.

### **Digital Retention and Disposal**

The writing and testing of business rules for the management of the information lifecycle in Kete is still being completed.

Effort will now be placed across the business to support business owners in understanding the process and their responsibilities.

Retention and disposal efforts not only ensure we are managing information appropriately and in line with the Public Records Act 2005 and supporting standards, it also assists in the management and costs of the ICT infrastructure environment.

## Digital Retention and Disposal

The Chief Archivist has issued the report on the State of Government Recordkeeping 2019/2020. [Report on the State of Government Recordkeeping 2019/20](#)

There are a number of highlights in this report including the emphasis on records management by design in business systems as more and more digital initiatives are put in place.

It is critical that work continues in the prioritisation, requirements gathering and guidance on migration with ICT projects.

## Procurement

Major work streams in procurement in April 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
Old Municipal Building	Providing Procurement advice on procurement and purchasing decisions	October 2019	Community Development	To be determined – awaiting insurance settlement	Ongoing
Fleet Management	To consider options for fleet management	January 2021	Business Support	Closed Quote process – released 5 March 2021	To be determined
Travel	To consider options for travel policy and management	December 2020	Business Support	Te be determined	To be determined
Telephony	To consider the ongoing need for desk based phones/mobile phone/soft phones	March 2021	Business Support	Te be determined	Te be determined
Pensioner Housing Grounds Maintenance	To find a contractor to provide grounds maintenance services	March 2021	Community Development	8 April 2021	July 2021
Overflow Building Consent Processing	To provide an overflow consent processing service to Council	March 2021	Building Control	1 April 2021	July 2021

Service/Good Being Procured	Detail	Procurement Commencement Date	Business Owner	Date Advertised on GETS	Expected End Date
Parks – multiple contracts  Develop procurement strategy and approach market	Parks and Garden Maintenance Street Trees Maintenance Tracks and Walkways Maintenance Coastal Structures Maintenance Playgrounds and Skateparks Maintenance Sports Parks Maintenance Litter and Custodial Services	April 2021	Parks	To be determined	Multiple – between March 2022 and July 2023
CitySafe	To find a contractor to provide CitySafe services	April 2021	Community	To be determined	To be determined

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

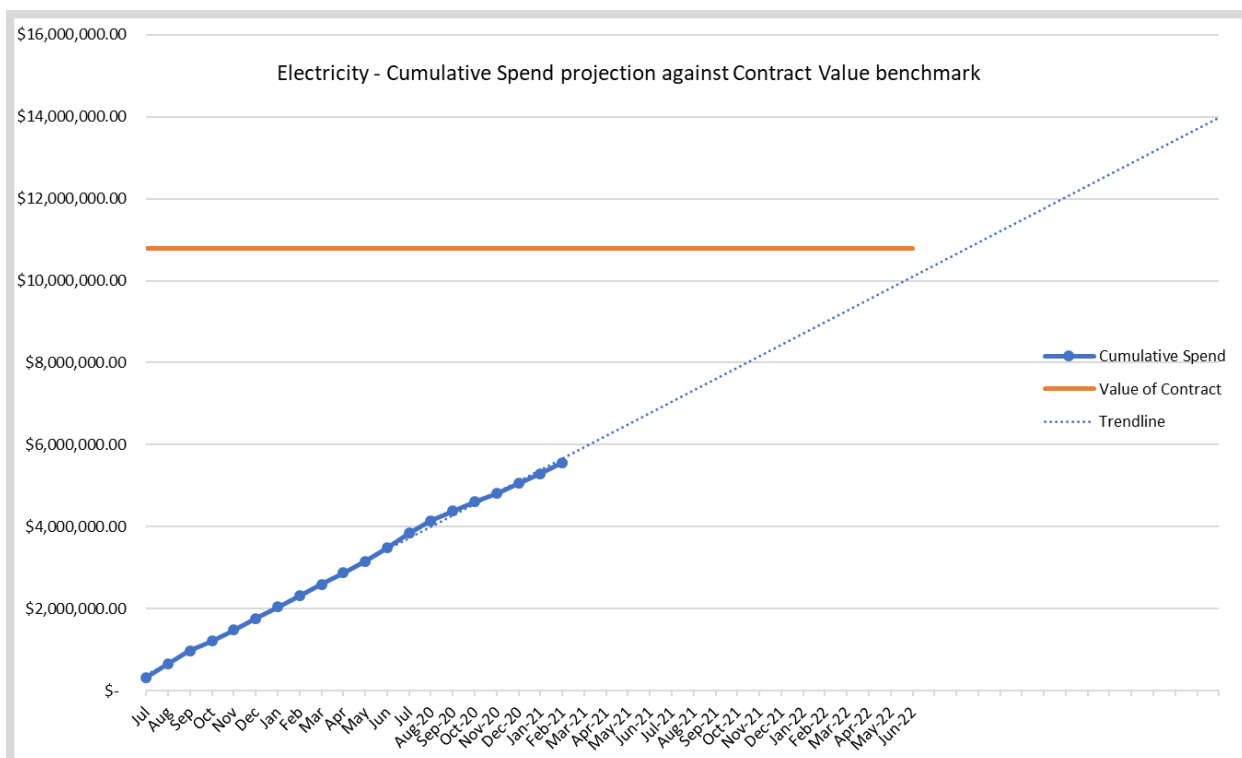
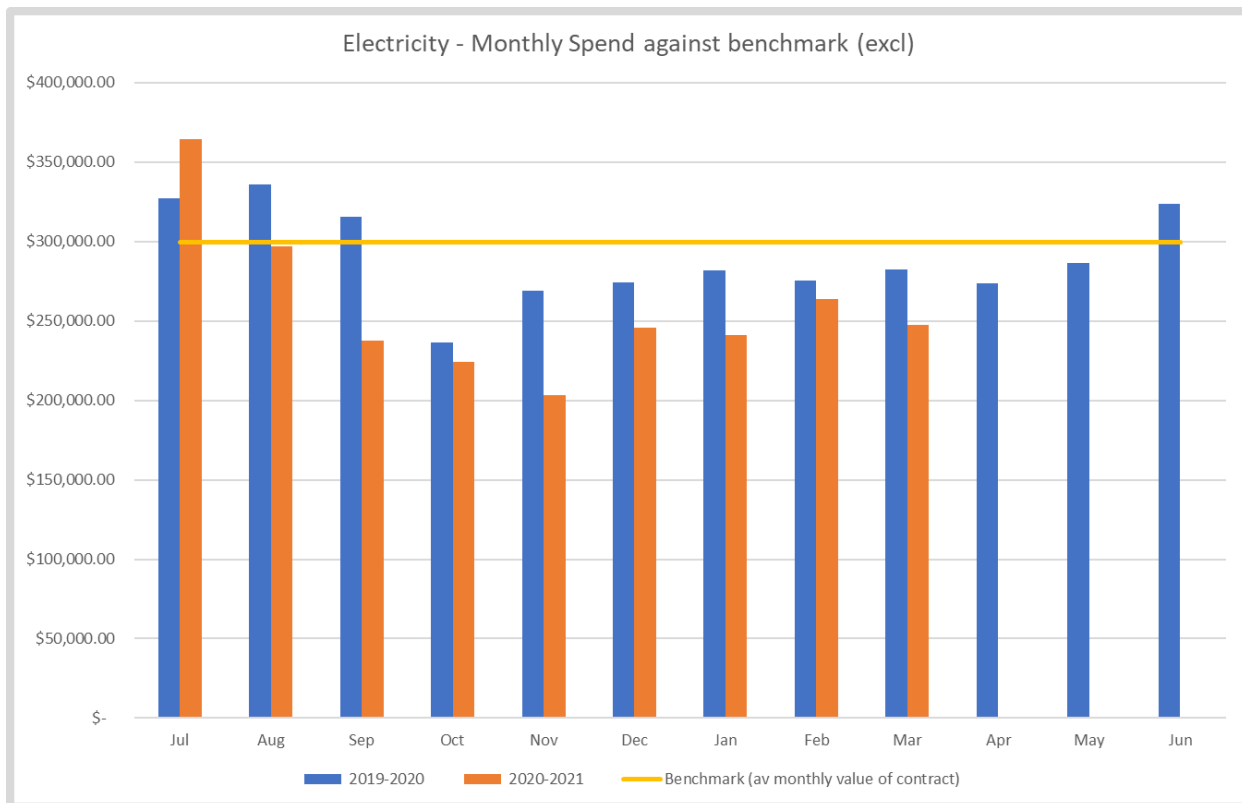
Support has been provided for the final business capability session on aspects of procurement hosted by the Northland Chamber of Commerce and presented by Frank Aldridge of the Integral Group.

### Electricity

The Electricity Supply Contract with Genesis now has 21 months of supply information available. This data has been charted at a high level to monitor total spend to date against expected cost. As shown in the charts below, projected spend is currently within expected cost over the three year term of the contract. It is important to bear in mind that there are a number of variables that influence spend that are not predictable and cannot be accurately accounted for in advance or controlled by Council. 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 trend down in Y2 and Y3 of the contract.

Council has recently received advice that Northpower have increased their line charges with effect from 10 May 2021, however the increase is small as a proportion of our total spend, so should not have a significant impact.



## ***Facilities Management***

### **Property**

The Property Team has been working with various departments to look at improving security for front-line staff. Options have been discussed and quotes are being prepared and will be presented for final decision by the end of the month.

With the exit of NZTA from the Walton Plaza Transport Alliance Hub the office space has been reconfigured. The Property Co-ordinator has been facilitating the move and managing contractors.

Reactive maintenance and staff support have been a focus of the month with a number of H&S hazards logged requiring corrective actions.

### **Leases and Licenses**

Liaison with lessees and asset owners regarding rent reviews and renewals of leases is on-going.

### **Chambers**

Chambers have been well utilised this month with daily meetings, hearings and LTP submissions. Furniture layouts for each meeting type require reconfiguration and different resources to be provided. Staff work behind the scenes to ensure smooth transitions and the least disruption possible.

### **Fleet**

Council's Fleet Management contract expires this year and a procurement process is underway to evaluate suppliers and services available. The fit for purpose solution will include:

- On line bookings for pool vehicles
- GPS tracking to improve productivity and fuel efficiency
- Servicing and maintenance tracking
- Customisable reporting options
- Vehicle Compliance, registrations and RUCS
- Account management and support.

## ***Business Support Projects (Updates, Delays or Deferrals)***

<b>Project</b>	<b>Current Status</b>	<b>Comment</b>
Information Management Plan	Delayed	The information management plan is undergoing a review and will be reset for the next two year ensuring alignment to business priorities. Currently delayed due to priority work.

## Communications

### WDC website

The main focus of our content improvements is the preparation of the new Customer Hub for the logging of customer requests in preparation for the CiA implementation later this year. This will make it easier for customers to self-serve information relating to reporting an issue.

The next phases of the Digital Platform project (including the libraries, and Whangarei NZ site) are in their planning stages and due to start shortly.

### Media

- Long Term Plan submissions
- Cat management
- Local government reform
- Millennium Copthorne decision
- Rescue helicopter site potential move.

### Communications projects

A summary of campaigns of note include:

Campaign	Comment
Civic Centre Project	Ongoing internal and external communications. Currently: Creating Library displays (incl. TV in window & FAQs board) Internal transport survey (Resource Consent condition).
Rally	Design collateral for the Rally of NZ.
Representation Review	Collateral (booklets, posters, surveys etc) for Representation Review. First phase almost complete (around 150 individual responses so far), Council News articles and social media campaign. Informal survey and education 7 April-7 May.

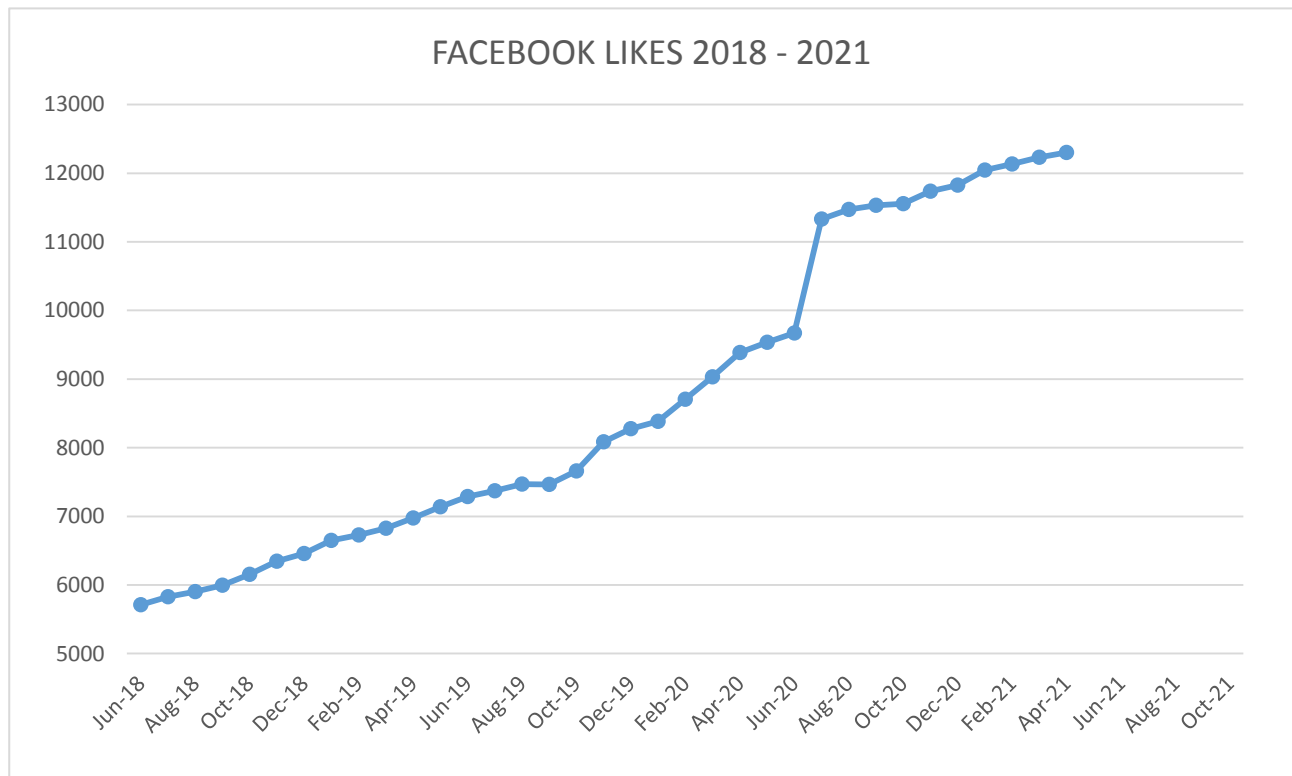
### Social media

A medium-performing month without major news or incident. Effort made instead to improve performance of traditionally low-engagement topics (e.g. art grants, Civic Honours awards) look to have been worthwhile with reach around 4,000 instead of 2,000.

#### Top 3 posts – refer to Appendix 1

Topic	Engagement
Road closure at Dave Culham Drive	<ul style="list-style-type: none"> <li>• 15,000 reach</li> <li>• High reach seems to be due to high number of clicks on “read more”</li> </ul>
Expect delays on Dent Street	<ul style="list-style-type: none"> <li>• 12,000 reach</li> <li>• High reach seems to be due to high number of comments on shares</li> </ul>
Sand restoration project Matapouri	<ul style="list-style-type: none"> <li>• 9,000 reach</li> <li>• High engagement in relevant shares, e.g. Matapouri groups.</li> </ul>

## Facebook audience / followers



## Website

### Top 5 pages visited (main website only)

March 2021	April 2021
<ul style="list-style-type: none"> <li>• Rates / rates database</li> </ul>	<ul style="list-style-type: none"> <li>• Rubbish collection / stations</li> </ul>
<ul style="list-style-type: none"> <li>• Operative district plan</li> </ul>	<ul style="list-style-type: none"> <li>• Rates / database search</li> </ul>
<ul style="list-style-type: none"> <li>• LTP consultation</li> </ul>	<ul style="list-style-type: none"> <li>• Operative district plan</li> </ul>
<ul style="list-style-type: none"> <li>• Contact us</li> </ul>	<ul style="list-style-type: none"> <li>• Walks and trails</li> </ul>
<ul style="list-style-type: none"> <li>• Rubbish stations</li> </ul>	<ul style="list-style-type: none"> <li>• Freedom camping</li> </ul>
Notable: Changes to Dent Street, John Street, freedom camping, report a problem, Waipu coastal walkway.	Notable: Search function, payments, dog-exercise areas, LTP consultation



## Appendix 1

### Social media (top performing posts)

Whangarei District Council

★ Favourites

9 April

🚧🔴 ROAD CLOSED ON SUNDAY 🔴🚧

Dave Culham Drive and Te Matau a Pohe Bridge will be closed to vehicle traffic this Sunday 11 April 7:00am-5:00pm. Drivers between Port Road and Riverside please go via Town Basin instead.

🐕 Dog park users, please use the old dog park next to the Pohe Island Carpark on Pohe Island Road.... See more

<

## Post


**Whangarei District Council**

★ Favourites · 5d ·

### MINOR DELAYS ON DENT STREET

From Monday 19 April - Friday 30 April, roadworks on Dent Street may cause slight delays to traffic on the northern side of the street. That direction will be reduced by one lane between 9:00am - 3:00pm on weekdays and between 6:00am - 10:00pm on the weekend.

The work is for improvements to the kerb, channel and footpath in front of the new Hundertwasser Arts Centre where Quayside Lane has now been closed off from Dent Street. Please allow for some disruption.


**Get more likes, comments and shares**

When you boost this post, you'll show it to more people.

**12,639**

People reached

**528**

Engagements

Boost post



Shane Jenkins, Gabriella Mari and 5 others

9 Comments 19 shares

### Performance for your post

**12,639** People Reached

**85** Reactions, comments & shares

**16**

Like

**7**

On post

**9**

On shares

**1**

Haha

**0**

On post

**1**

On shares

**45**

Comments

**16**

On Post

**29**

On Shares

**23**

Shares

**19**

On Post

**4**

On Shares

**443**

Post Clicks

**37**

Photo views

**0**

Link clicks

**406**

Other Clicks

### NEGATIVE FEEDBACK

**0** Hide post


**0** Hide all posts

**0** Report as spam

**0** Unlike Page

Reported stats may be delayed from what appears on posts


## Post



**Whangarei District Council**
★ Favourites · 31 March · 🌐

Sand has been settling in the estuary at Matapouri ever since bridges were built across Te Wairoa and Parangarau Streams. The bridges narrowed the stream channels, slowing the water, and instead of flushing back into the bay, sand has settled in the estuary.

To help restore the balance, up to 15,000 cubic metres of sand will be taken from three spots where it has built up in the estuary and transported back to the beach via Matapouri Road and Te Wairoa Street. The work will ...

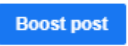
[See more](#)





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

**9,101**  
 People reached

**1,189**  
 Engagements




 Natalie Wong, Josephine Mallitte and 40 others

12 Comments 23 shares

## Performance for your post

**9,101** People Reached

**158** Reactions, comments & shares ⓘ

<b>65</b> Like	<b>36</b> On post	<b>29</b> On shares
<b>3</b> Love	<b>3</b> On post	<b>0</b> On shares
<b>1</b> Haha	<b>1</b> On post	<b>0</b> On shares
<b>5</b> Wow	<b>1</b> On post	<b>4</b> On shares
<b>3</b> Sad	<b>1</b> On post	<b>2</b> On shares
<b>1</b> Angry	<b>0</b> On post	<b>1</b> On shares
<b>57</b> Comments	<b>16</b> On Post	<b>41</b> On Shares
<b>23</b> Shares	<b>23</b> On Post	<b>0</b> On Shares

**1,031** Post Clicks

<b>18</b> Photo views	<b>48</b> Link clicks ⓘ	<b>965</b> Other Clicks ⓘ
--------------------------	----------------------------	------------------------------

## NEGATIVE FEEDBACK

<b>0</b> Hide post	<b>0</b> Hide all posts
<b>0</b> Report as spam	<b>0</b> Unlike Page

Reported stats may be delayed from what appears on posts



## 5.3 Operational Report – Strategy, Planning and Development – May 2021

**Meeting:** Strategy, Planning and Development  
**Date of meeting:** 20 May 2021  
**Reporting officer:** Sandra Boardman – Acting 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 May 2021

### 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 April 2021 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 – May 2021



# May 2021 Operational Report

## Strategy, Planning and Development Operational Report (reporting on April 2021)

### Procurement update - Summary of Contracts Approved Under Delegated Authority

Commercial Property Development Opportunities Synergine Group to the sum of \$40,000

### Economic Development

There has been ongoing engagement with a number of key stakeholders during the month in relation to the construction supply chain, inner city living -and education-, business friendly councils and North Tec.

Meetings with the Northland Chamber of Commerce have been ongoing to identify one or several recently completed projects of significance and complexity that can be used to review Council processes and interactions with the construction sector. This is closely related to the review of Council's building consent processes and will help establish another level of what Council do well and what needs improving.

With the departure of a staff member who had been seconded as maternity leave replacement for the Economic Development Facilitator the department has been operating at reduced capacity. The Economic Development Facilitator is to return to work in a part time capacity early May 2021 and will focus on completing the draft of a commercial property strategy to accompany and inform the commercial property prospectus.

### Commercial Property

Town Basin activity remains buoyant. Lighting replacement has started with some inconvenience expected. Tenants have been informed and contractors, staff and tenants are working collaboratively. Temporary lighting will be used in locations to maintain CEPTED standards during the evenings.

Rubbish reduction, collection and managing alternatives are being discussed with key tenancies. The feedback to date has been positive from all tenancies with investigation into composting, user pays and recycling.

Development opportunities are being investigated to convert vacant space above the HUB into commercial tenancies. Staff are working with WAM and other potential tenants to secure commercial interest prior to any development proceeding.

Rent reviews and renewals continue as per the schedule.

### Parihaka Transmission Mast

Staff are formalising a further meeting with Te Karearea Strategic Partnership Committee to progress the next steps in updating and establishing protocols in obtaining a position regarding potential future replacement options.

### Almond Court Flats

The procurement of demolition services has been completed, however due to recent public feedback and the withdrawal of Copthorne/Millennium from the hotel development project, demolition has been put on hold. An update with next steps will be presented to Council in May 2021 for consideration.

### Northland Emergency Services Trust

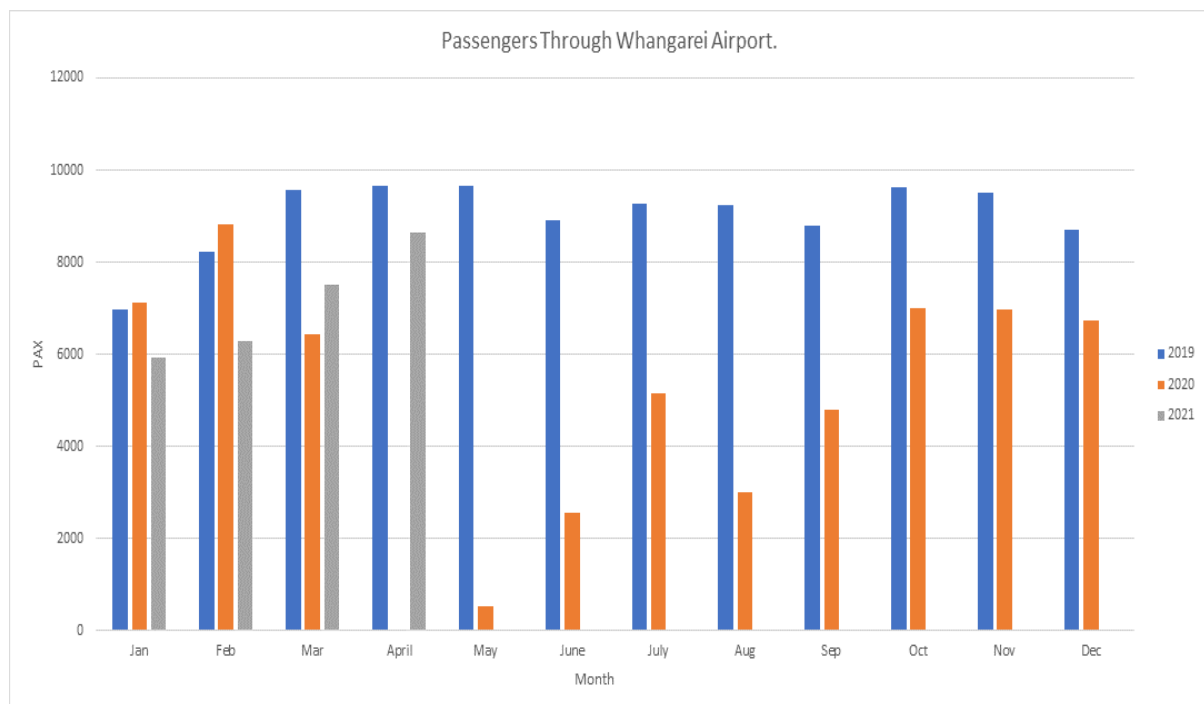
Staff continue to work with NEST to establish a potential alternate site to operate the helicopter service.

### Airport

Minor maintenance continues re fencing and gates with vegetation and drainage clearance in preparation for the wet months. The recent purchase of replacement runway lights has been completed with delivery pending. Unfortunately, a vehicle break in was recorded in late April 2021. Police have been informed and CCTV coverage provided. The youth is known to police.

Flights and activities continue to improve. Air NZ has announced some changes to the regular schedule. The afternoon arrival at 13:00hrs has been moved out until 14:00hrs. Further announcements in June 2021 expect the morning flight to be brought forward to 6:15am.

Overall movements for Air NZ (take offs and landings) are at 91% of the pre COVID-19 average. Passengers numbers remain very positive (90% of pre Covid) with loading factors reaching 80% for the month. Parking occupancy continues to improve. Revenue was exceptional for the month(>13K) with revenue year to date well ahead of budget.



The annual satisfaction survey is being drafted. The survey hopes to capture the views and feedback of 150-200 respondents with an aim of improving their experience while using the services and facilities at the airport.

Recent zoom meeting between the JV airports, MoT and 'Airways' was held as part of the Airways service review. Airways provide a variety of services to airports across the country including lighting and navigation. A review of how they will provide future services to airports and the impacts on existing assets are being explored. Further detail has been requested before discussion can continue.



The airport team have investigated the opportunity of using Solar power to operate the terminus. A number of options have been explored to accommodate the necessary scope and financial implications. Roof mounted panels will offset the current power consumption required providing a very attractive solution without any significant financial investment. Further work is being completed to update the MoT and WDA CE.

The recent arrival of a large yacht via the channel provided an unusual safety risk to the airport. The 65m masts from the vessel presented a 25m obstacle limitation to arriving flights. The risk was identified early and managed accordingly but resulted in some interesting views from the runway.



### **District Promotions**

#### **ORIGIN OF VISITOR**

March 2021 Origin of Visitor and Guest Nights statistics reflect the disappearance of international visitors from New Zealand. However, while February 2021 Guest Nights are down 30%, TECTs (refer third table) are down 2.5%.

March, 2021				
	Whangarei	Far North	Kaipara	Northland
Domestic	32,800	76,000	13,400	122,200
International	480	1,300	190	200
<b>TOTAL</b>	<b>33,200</b>	<b>77,300</b>	<b>13,600</b>	<b>124,200</b>
February, 2021				
	Whangarei	Far North	Kaipara	Northland
Domestic	39,100	86,800	19,900	145,900
International	437	850	134	1,400
<b>TOTAL</b>	<b>39,600</b>	<b>87,600</b>	<b>20,100</b>	<b>147,300</b>
January, 2021				
	Whangarei	Far North	Kaipara	Northland
Domestic	102,300	231,200	55,700	389,300
International	959	2,500	330	3,800
<b>TOTAL</b>	<b>103,300</b>	<b>233,700</b>	<b>56,100</b>	<b>393,100</b>

## GUEST NIGHTS

March, 2021					Source
	Whangarei	Far North	Kaipara	Northland	
2018	60,369	136,454	16,021	212,845	Accommodation Survey
2019	53,581	124,412	13,828	191,821	Accommodation Survey
2020	NA	NA	NA	NA	
2021	33,200	77,300	13,600	124,200	Accommodation Data Programme
	-38%	-38%	-2%	-35%	
February, 2021					Source
	Whangarei	Far North	Kaipara	Northland	
2018	61,290	136,004	15,429	212,723	Accommodation Survey
2019	56,417	131,864	18,222	206,504	Accommodation Survey
2020	NA	NA	NA	NA	
2021	39,600	87,600	20,100	147,300	Accommodation Data Programme
	-30%	-34%	*10%	-29%	
January, 2021					Source
	Whangarei	Far North	Kaipara	Northland	
2018	121,514	218,189	29,484	369,187	Accommodation Survey
2019	113,446	218,518	33,806	365,770	Accommodation Survey
2020	NA	NA	NA	NA	
2021	103,300	233,700	56,100	393,100	Accommodation Data Programme
	-9%	7%	66%	8%	

\* Correction: Kaipara Guest Nights February 2021 corrected from April report to +10%

\*\* Note that the [Accommodation Survey](#) and the [Accommodation Data Programme](#) (which replaced the Accommodation Survey) datasets are similar but not the same and are included to show trends only.

### Tourism Electronic Card Transactions (TECTs)

The TECTs are estimates of expenditure on tourism from both domestic and other consumers.

February, 2021	Whangārei	Far North	Kaipara	Northland
2020	\$277m	\$206m	\$57m	\$540m
2021	\$270m	\$200m	\$59m	\$529m
% change	-2.5%	-3%	3.5%	-2%
January, 2021	Whangārei	Far North	Kaipara	Northland
2020	\$245m	\$251m	\$76m	\$572m
2021	\$244m	\$256m	\$84m	\$584m
% change	-0.4%	2%	10%	2%
December, 2020	Whangārei	Far North	Kaipara	Northland
2019	\$244m	\$249m	\$75m	\$568m
2020	\$241m	\$251m	\$83m	\$575m
% change	-1%	1%	10%	1.2%

### Promotional content

Images and or/video for the purposes of promoting Whangarei have been supplied to:

- NZ Rugby for World Rugby commercial partners
- Northland Rugby for recruitment campaign
- Leisure Time Travel (tour company) to update their channels
- Tourism New Zealand for international marketing
- Northland Inc for domestic campaign

### Print advertising

Advertisements were placed in the following publications:

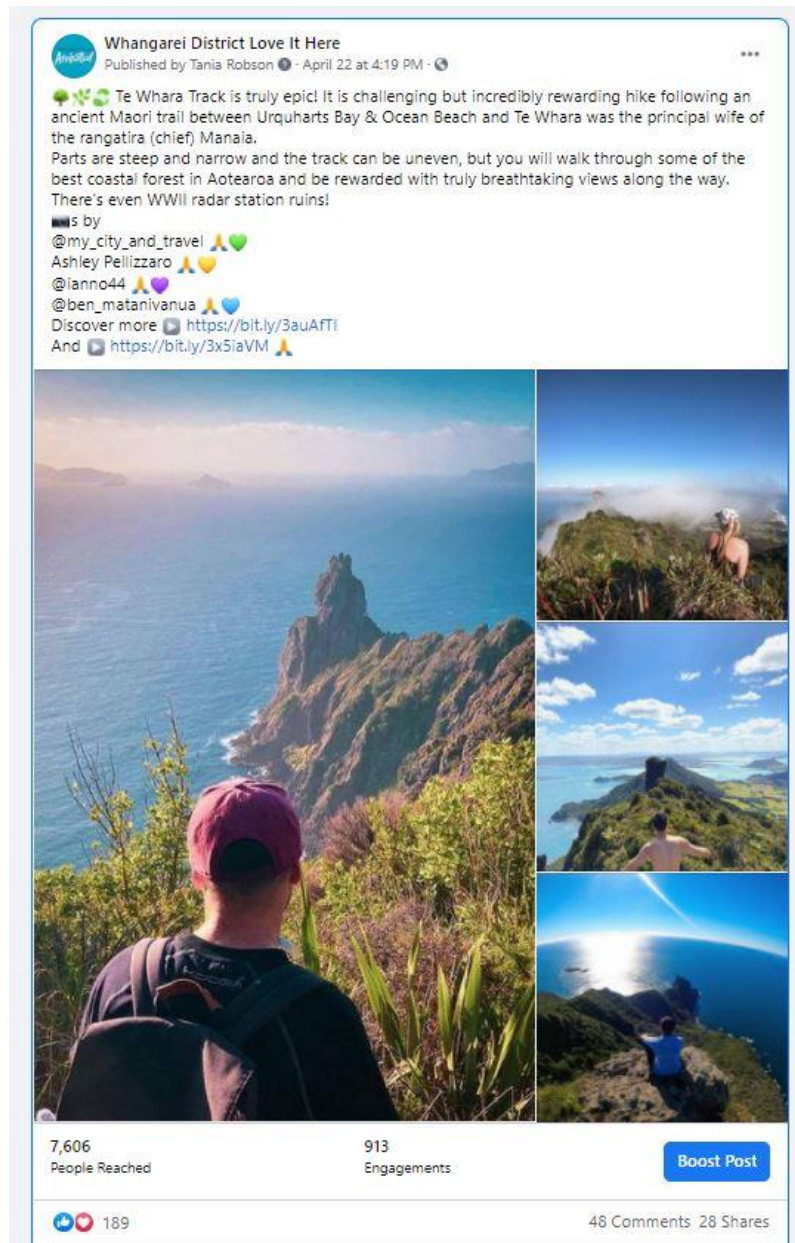
- NZME Go NZ Travel Magazine, alongside '10 Things To Do in Whangarei' editorial, inserted in the NZ Herald as well as regional publications to potentially 800,000+ readers
- DestinationNZ magazine winter edition. In market for six months, delivered to 90,000 lower North Island homes plus other nationwide distribution
- The Motor Caravanner. In market for two months reaching potentially 110k NZMCA members

### Whangarei District Love It Here! Facebook page

As at 27 April 2021 the Whangarei District Love It Here! Facebook page achieved:

- 18,962 Likes
- Organic (unpaid) Reach 81,172

Highlights include the following organic post, promoting Te Whara Track and featuring User Generated Content.



## District Plan

### Urban and Services Plan Change Package

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

In the last month the following appeals were settled through mediation and consent orders have been issued:

- ENV-2020-AKL-110 Rushton (appeal settled in full)
- ENV-2020-AKL-111 Marsden Maritime Holdings Limited (appeal settled in full)
- ENV-2020-AKL-121 Foodstuffs North Island Limited (appeal settled in full)
- ENV-2020-AKL-131 KiwiRail Holdings Limited (appeal settled in part)
- ENV-2020-AKL-132 New Zealand Transport Agency (appeal settled in part)
- ENV-2020-AKL-133 Kāinga Ora - Homes and Communities (appeal settled in part)

In the last month consent documents for the following appeals have been filed with the Environment Court:

- ENV-2020-AKL-107 Advance Developments Limited

In the last month the following appeal has been withdrawn:

- ENV-2020-AKL-129 Johnston & Ford

Several formal mediations are scheduled in May 2021.

### PC150 Private Plan Change Application

The hearing for the private plan change has been postponed at the request of the applicant. Dates in August are being considered for rescheduling.

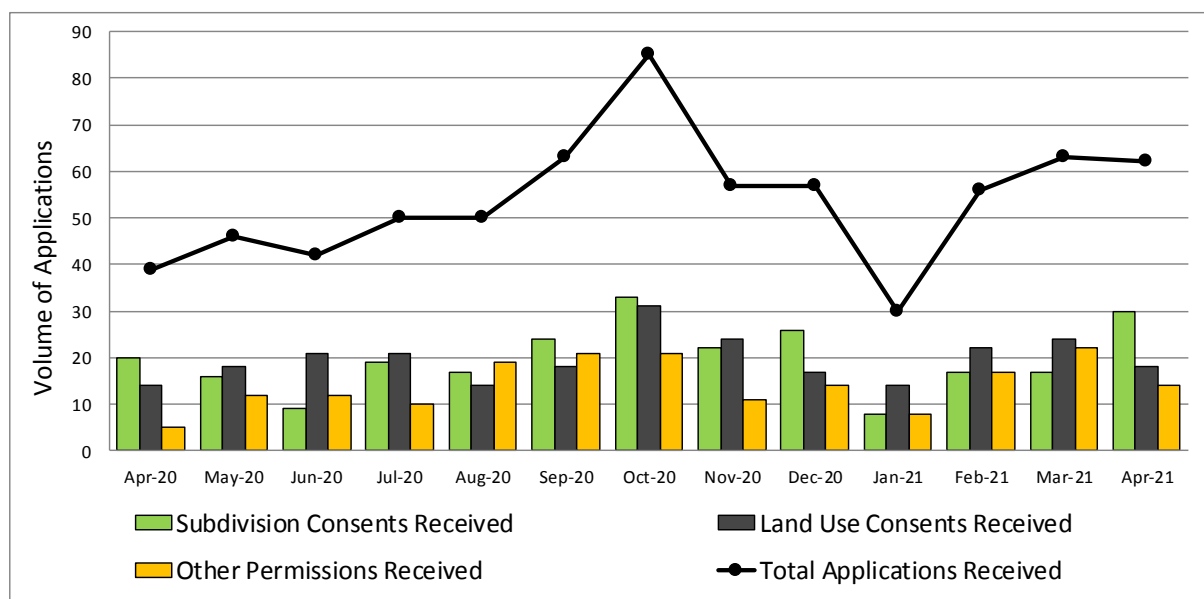
### E-Plan Project

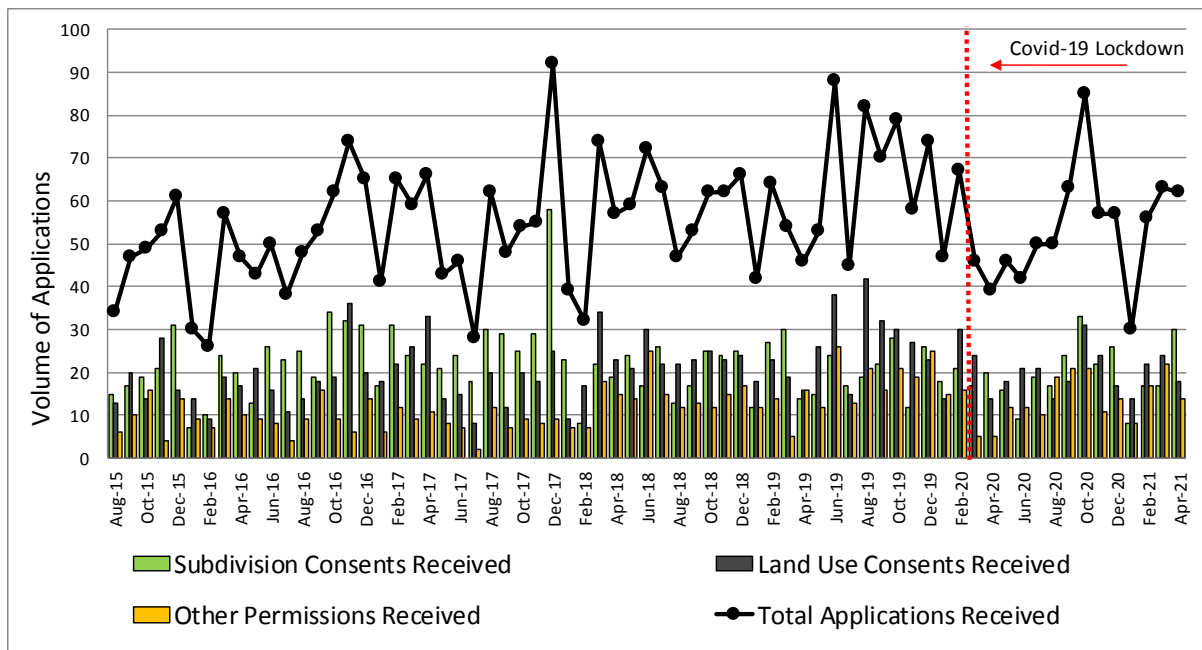
Staff have been working with the ICT Projects Department on the e-plan project to update the format of the online version of the district plan to comply with the National Planning Standards. Background research is being done prior to the procurement process.

## Resource Consents

### Resource Consent Processing

During April 2021, 62 applications were received, almost the same as March 2021 (63) and higher than most of the 12 months previous. Numbers include 30 subdivision, 18 land-use and 14 other applications. Interestingly whilst the overall numbers of applications were virtually the same, there were a much greater percentage of subdivision applications being 47% compared to 27% in March 2021.





### Resource Consents

Significant applications during March 2021 include the Ruakaka Recreation Centre (which has been approved). Also approved is the Notice of Requirement for Excellere College at Springs Flat which provides for up to 400 students. Whilst the number of subdivisions has increased most received were smaller scale residential and rural proposals.

### Hearings

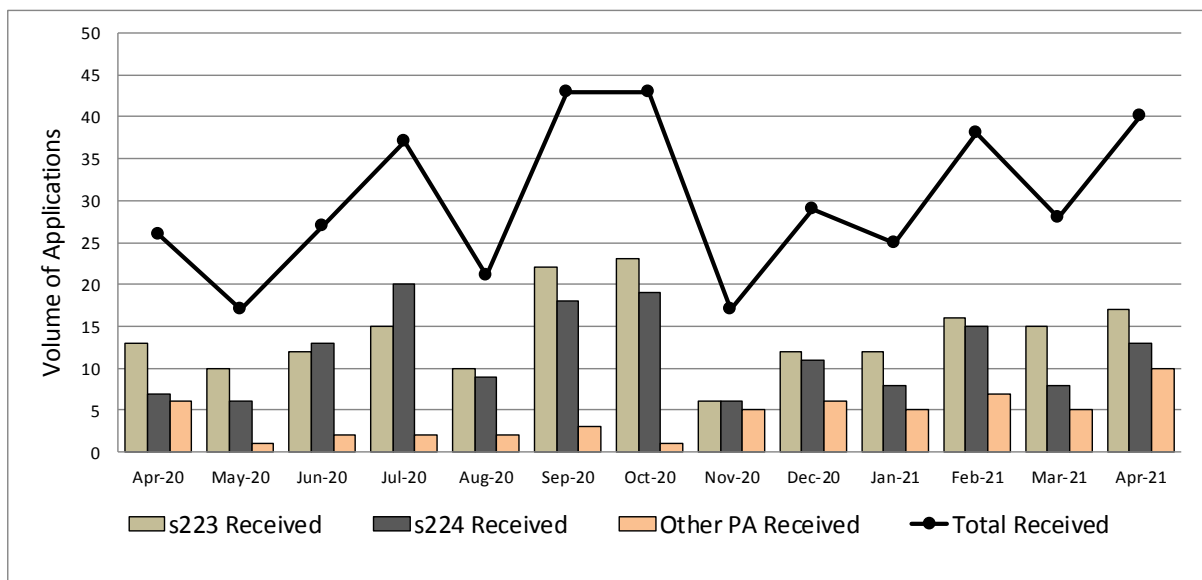
No hearings were held during April 2021.

### Appeals

The mediation that occurred in March 2021 for the appeal against the grant of resource consent for the Resource Recovery Centre at Pataua South Road has resulted in the settling of the appeal (and granting of the consent) through a Court issued consent order.

### Post-Approval

The up/down volumes of post-approval applications continued during April 2021 with 40 applications received. There were 17 survey plan approvals, 13 completion certificates and 10 other post-approval permissions over this period.





## Building Department 29 March– 30 April 2021

### Building Consent Performance Indicators

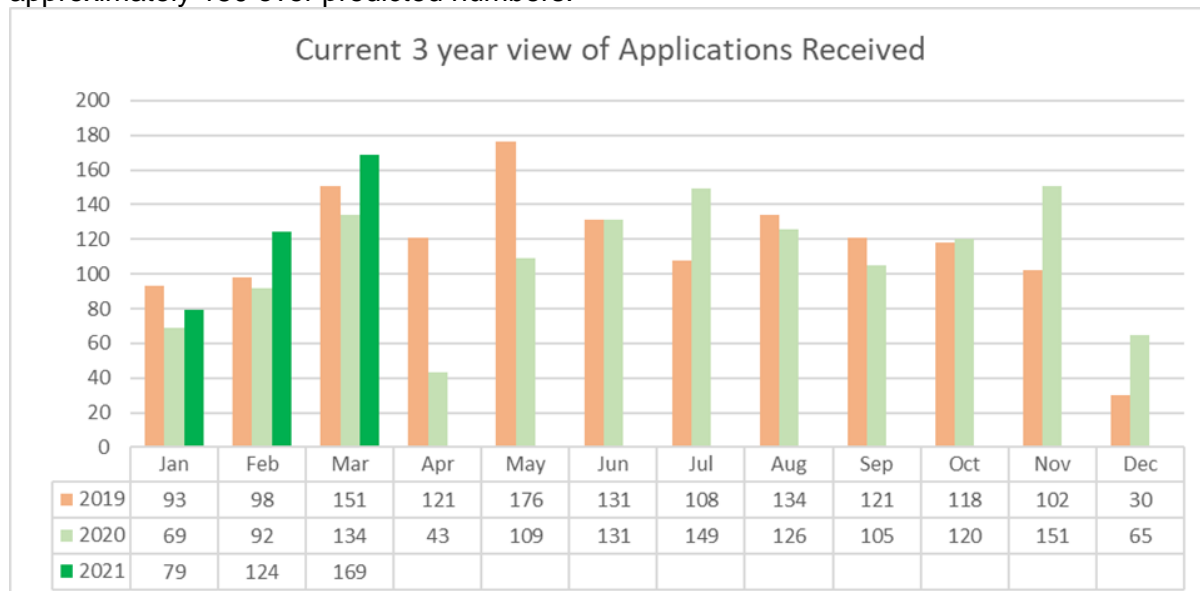
Performance Indicators				
Function	Measure	Indicators	Apr	Year to date average
Building consents granted	20 days	Annual plan (96%)	79%	93%
Building consents issued	3 days	Internal KPI	90%	72%
Inspections completed within 48hrs	48hrs	Annual plan (95%)	95%	99%
LIMs	7 days	Internal KPI	96%	53%
LIMs	10 days	Statutory	100%	99%
PIMs	5 days	Internal KPI	74%	67%
PIMs	20 days	Statutory	58%	75%

Building consents granted have slipped against the statutory requirement for 20days and the annual plan KPI of 96% for the month. The internal measure of issuing is under pressure; however, this does not prevent inspections being booked for this work and this area is being closely monitored. Inspections are being delivered at 95% and this area is seeing an increase in demand. The LIM and PIM area is also under pressure with a strong application demand and this activity is being closely monitored.

### Three Year View of Building Consents Received

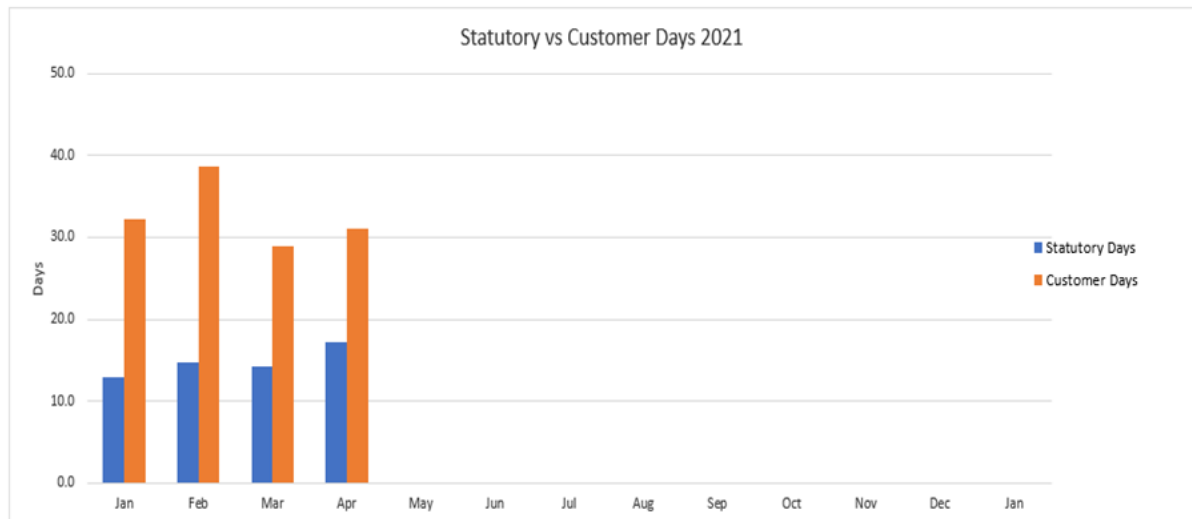
The trend is still consistently rising for building consent applications and the team are under considerable pressure. This third quarter shows significant growth which is reflected nationally.

For the current financial year, a forecast of over 1600 applications is now expected, which is approximately 150 over predicted numbers.



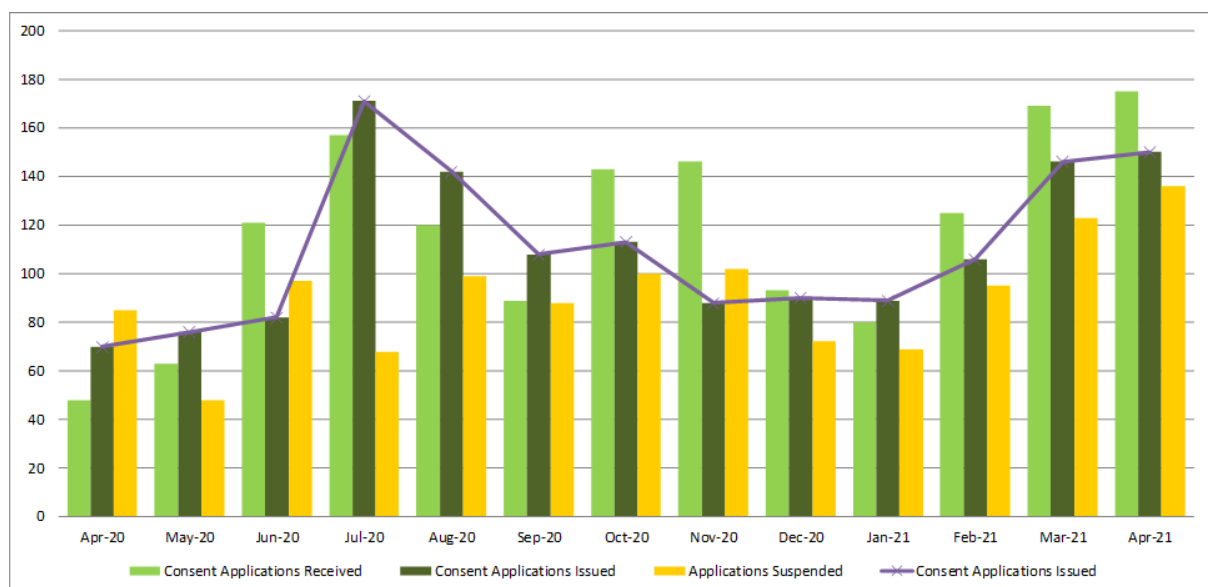
### Statutory days versus customer days

The processing team is under pressure due to the high volume of applications. It is likely that these days will both increase over the following months. It is recognised that there is a skills shortage in this area nationally.



### Building Consents Received, Issued and Suspended

The consenting activity remains at a sustained and buoyant level with continued confidence in the residential development area.



## Health and Bylaws

### Environmental Health

#### Food Act 2014

- During the month the team again successfully passed their annual external audit of their Food Act mandated Quality Management System, without attracting any non-compliances, which means the team can continue to provide food auditing (verifying) services the district's registered food businesses as required under the Act.

### Bylaws

#### General matters

- The end of the Easter long-weekend saw the completion of our Camping in Public Places Bylaw's annual proactive education and enforcement program. Once all information and statistics have been compiled an end of season report will be made available.



## Armourguard Enforcement Statistics

TOTAL NUMBER OF COMPLAINTS	JAN 2021 – MAR 2021	JAN 2020 – MAR 2020
GENERAL BYLAW MATTERS	219	270
NOISE COMPLAINTS	1109	1108
DOGS COMPLAINTS		
- WANDERING	340	464
- BARKING	359	374
- RUSHING	40	43
- ATTACKS	38	73
STOCK CONTROL	114	140
PARKING	1022	1087

## Strategy

### 2021 - 2031 Long Term Plan

Consultation with our community began on 1 March 2021 and concluded on 1 April 2021. We received approximately 3000 submissions. LTP Hearings were held on 13 April 2021.

A Council briefing was held on the 29 April 2021 to discuss the issues and options for the LTP in response to the submissions received. This will be followed by formal Deliberations on 12 May 2021.

### Climate change

The Draft Climate Action Plan is currently out for public feedback, any feedback received will be reported to Councillors for consideration in early June 2021.

On 12 April 2021 the first meeting of the Joint Climate Change Adaptation Committee was held. Northland Regional Councillor Amy Macdonald appointed group chair and tangata whenua representative Delaraine Armstrong deputy. Cr Anna Murphy is Whangarei District Councils representative on the committee.

### Bylaw review programme

A Council briefing covering the Animals Bylaw and the Class 4 Gambling and Board Venue Policy is planned for the 26 May 2021.

Staff are preparing a submission to the proposed changes to the Freedom Camping Act. Due to the short consultation window and the committee meeting schedule, staff will be seeking delegated approval on the submission from Her Worship the Mayor, Deputy Mayor and Chair of the Planning and Development Committee. A full copy of the submission will also be distributed to all Councillors.

Further information on the changes can be found here:

<https://www.mbie.govt.nz/have-your-say/supporting-sustainable-freedom-camping-in-aotearoa-new-zealand/>

### Waterfront Precinct Plan

An update was provided in February 2021 on the community feedback received last year. Work is underway on preparing a draft plan, the priority actions from which will be workshopped with Councillors on April 2021 for direction. A further meeting is planned for 18 May 2021.

### Placemaking Programme

Staff are continuing to develop a first draft of the plans based on the feedback provided. Targeted discussions with hapū and key stakeholders are still underway. A Council Briefing will be held on 15 June 2021.

### **Kaipara Moana Treaty Settlement**

A confidential workshop was held on the 7 April 2021 to provide an update on the settlement process. Given the potential for overlapping interests with our hapū partners further correspondence has been sent to Te Arawhiti requesting its process to address concerns of hapū. A meeting of the Kaipara Moana Working Party is scheduled for 28 May.

### **Māori Relationships**

#### **Whau Valley Water Treatment Plant Blessing and Mauri Stone**

Kaumatua from Ngati Kahu o Torongare were present to facilitate the blessing for the opening of the new facility. A new beginning for the facility appropriately named Te Puna Waiora (The Spring of Life) reflecting water as an essential resource for the well-being of the Whangārei community.

#### **Whenua Māori Expo**

Local government and central government agencies in Northland have been planning a Whenua Maori Expo.

The purpose is to support owners of Maori Land to have access to information and staff that affect their land. The following agencies have been in the planning stages thus far. There is potential to expand to other agencies in due course.

- Māori Land Court
- All the Northland Councils (WDC, NRC, KDC, FNDC)
- Te Puni Kokiri

Tentative dates have been identified for Saturdays in the month of September (4, 11, 18, 25). Whangārei specific dates are either 11 or 18 September and are yet to be confirmed

We will probably need staff across the following areas of Council:

- Planners (WDC – Strategy, DPlan, RC's)
- Engineers
- Development contributions (WDC)
- Rating team (WDC)

The Expo will offer various expertise within our respective organisations for owners of Māori Land. This is a really important kaupapa to support and a great learning opportunity for staff.

#### **Port Rd Bridge Design Framework and Whenua Cultural Values**

Maori Relationship staff are assisting WSP and NTA with hapū engagement and input to the proposed bridge on Port Rd. Discussions with hapū have confirmed a CIA will be submitted.

#### **RMA 101 Workshop**

A hui was organised by WDC staff intended to better inform hapū, whanau and Māori about Council's RMA processes and planning mechanics. The hui was well attended and created great conversations. A follow up hui was requested in the actions – date and venue to be confirmed.

#### **Placemaking Introduction Hui with Kaumatua**

Kaumatua from Te Parawhau and Ngati Hau attended a hui to provide advice on a proposed engagement plan for the Placemaking Whakaaro Sharing hui planned for Tikipunga and Hikurangi. In preparing for the hui, guidance from Kaumatua was to hold the hui at community facilities acknowledging how busy marae have been. However there was some feedback from the hui that advised the hui should have been on marae.

## Democracy & Assurance

### Democracy Team

The Democracy team supported two Council and four Committee meetings, four Council Briefings and three Council Workshops in April 2021. In addition, twenty-nine alcohol licence applications were put through to the District Licensing Committee for consideration and processing.

### Representation Review 2021

Informal Preliminary Consultation on the Representation Review took place during April 2021 and May 2021. Feedback from an informal survey, which ran from 7 April 2021 to 7 May 2021 was presented to Council and Te Kārearea at a joint briefing on 12 May 2021 where possible scenarios were workshopped. There will be further sessions on possible options with Te Kārearea (on 19 May 2021) and Council (on 1 June 2021). The initial proposal will be recommended to Council at the 24 June Council meeting.

### Assurance Team

The assurance team has been working with the loss adjustors and insurance brokers to move towards finalisation of the Old Municipal Building claim and working to gather remaining items relating to the July 2020 storm claim. We have had a settlement offer for the Old Municipal Building and hope to have a settlement offer for the July 2020 storm claim by the end of the financial year. The team continue to process other insurance claims as they arise.

Work on cross organisational policies continues, including privacy and complaints policies. The team has been supporting the work relating to the changes in the Northland Events Centre Trust (NECT) to ensure clarity of governance across the process. The vacant role of assurance advisor has led to the team working across the organisation to update risk registers in time for the writing of reports to the June 2021 Risk and Audit Committee and monitor and manage the portfolio's that sit with this role.

### LGOIMA Requests

Since the beginning of 2021 Council has received 94 requests for official information under the Local Government Official Information and Meetings Act 1987. 22 new requests were received during April. The topics of requests received in April included:

- information about specific land or properties
- write offs and rates remissions for Maori land
- the regional speed limit review for Waipu, Ruakaka/ One Tree Point (Marsden) and Vinegar Hill
- the proposed location of toilets at Matapouri Bay
- statistics for LGOIMA requests that were charged for
- statistics on dog registrations
- animal welfare complaints
- noise complaints
- remuneration of Elected Members
- the proposed new theatre at Forum North
- council spending on legal services



**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.*