

Strategy, Planning and Development Committee Agenda

Date: 19 August, 2021

Time: 9:00 am

Location: Council Chamber
Forum North, Rust Avenue
Whangarei

Elected Members: Her Worship the Mayor Sheryl Mai
(Chairperson)
Cr Gavin Benney
Cr Vince Cocurullo
Cr Nicholas Connop
Cr Ken Couper
Cr Tricia Cutforth
Cr Shelley Deeming
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 July 2021	7
4. Decision Reports	
4.1. New Private Access Name - SD0740635 - C G Browne	11
5. Information Reports	
5.1. Health and Bylaws Yearend Report	21
5.2. Operational Report - Corporate Group - August 2021	25
5.3. Strategy, Planning and Development Operational Report Aug 2021	43
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 July, 2021
Time: 9:00 a.m.
Location: Council Chamber
 Forum North, Rust Avenue
 Whangarei

In Attendance

 Cr Shelley Deeming (Chairperson)
 Cr Gavin Benney
 Cr Vince Cocurullo
 Cr Nicholas Connop
 Cr Ken Couper
 Cr Tricia Cutforth
 Cr Phil Halse
 Cr Greg Martin
 Cr Anna Murphy
 Cr Simon Reid

Not in Attendance

 Her Worship the Mayor Sheryl Mai
 Cr Jayne Golightly
 Cr Greg Innes
 Cr Carol Peters

Scribe

 Danielle Garner (Trainee Democracy Adviser)

1. Declarations of Interest

There were no declarations of interest made.

2. Apologies

Her Worship the Mayor, Cr's Golightly, Innes and Peters.

Moved By Cr Nicholas Connop

Seconded By Cr Tricia Cutforth

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 17 June 2021

Moved By Cr Tricia Cutforth

Seconded By Cr Greg Martin

The minutes of the Strategy, Planning and Development Committee meeting held on Thursday 17 June 2021, 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

4. Decision Reports

4.1 New Private Access Name - RMA Consents - South Pacific Forestry Holdings Ltd - SD1800192

Moved By Cr Ken Couper

Seconded By Cr Nicholas Connop

That the Strategy, Planning and Development Committee:

1. Approve the name of the private way off South Road, Waipu as Hēpara Rise.

Carried

4.2 New Private Access Name - RMA Consents - Summerland Estate Ltd - SD1500087

Moved By Cr Greg Martin

Seconded By Cr Anna Murphy

That the Strategy, Planning and Development Committee:

1. Approve the name of the private access off Russell Road, Helena Bay as Mimiha Ridge Lane.

Carried

4.3 Local Government Funding Agency - 2021-22 Statement of Intent

Moved By Cr Anna Murphy

Seconded By Cr Ken Couper

That the Strategy, Planning and Development Committee agrees to the Local Government Funding Agency 2021-22 Statement of Intent.

Carried

5. Information Reports

5.1 Operational Report - Corporate Group - July 2021

Moved By Cr Greg Martin

Seconded By Cr Tricia Cutforth

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

Carried

5.2 Operational Report - Strategy, Planning and Development - July 2021

Moved By Cr Tricia Cutforth

Seconded By Cr Nicholas Connop

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

Carried

6. Public Excluded Business

There was no business concluded in public excluded.

7. Closure of Meeting

The meeting concluded at 10:14am.

Confirmed this 19th day of August 2021.

Councillor Shelley Deeming (Chairperson)

4.1 New Private Access Name – RMA Consents – C G Browne – SD0740635

Meeting: Strategy, Planning and Development Committee
Date of decision: 19 August 2021
Reporting officer: Ricardo Zucchetto – RMA Post Approval Officer

1 Purpose

To name a private access in the Whangarei district to enable 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 Mangahui Road as Rebel Lane.

3 Background

A road naming application has been received to satisfy conditions of a subdivision consent for Chris Browne to name a private access road off Mangahui Road, Whangarei. The proposed names are considered in accordance with Council's Road Naming Policy.

The applicant supplied the following names:

- Rebel Lane
- Shearers Lane
- Snapper Lane

4 Consultation

Consultation has been undertaken between the developer and the four affected property owners that have a vehicle entrance off the private access or are a property owner of the access land. Three of the property owners acknowledge they will receive a new situation address. The landowner of the access, does not have to change their address. Two properties of the subdivision will also receive new situation addresses.

After several rounds of consultation and voting there was an even split between Rebel Lane and Snapper Lane as the preferred options. The preferred order of names voted by each property is shown in Attachment 3. Given that the developer preferred Rebel Lane as their first choice it is recommended that Rebel Lane be adopted.

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
3. Affected Properties + Voting preference

Application for Road Naming

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

Points to remember when making an application

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

Important Considerations

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

How to get this application to us

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

Fax to: 09 438 7632

Email to: mailroom@wdc.govt.nz

Applicant Details

First name(s) Chris

Last name Browne

Postal address 204 Mangahui Road, RD 5, Whangarei 0175

Best day-time phone number 021 573 594 Mobile 021 573 594

Email chris@cbmnorthland.co.nz

Resource Consent Details

Resource Consent application number SD0740635

Agent Details

Name of Agent Phillip Lash Agent ref 11208

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 **Rebel Lane**

Reason .The subdividing owner is a fan of Rebel Wilson and all neighbours sharing the ROW support this name

Proposed road name 2 **Shearers Lane**

Reason Because of the surrounding sheep and shearing sheds in the area.

Proposed road name 3 **Snapper Lane**

Reason Following the theme of the nearby Whanui Forest road names (sea-animals) theme.

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

CAUTION:

- This is a concept plan. Areas & Dimensions are approximate only and are subject to final survey.
- The Vendor & Purchaser must contact the surveyor if a Sale & Purchase Agreement(s) are entered into using this plan.
- Services must not be positioned using this plan.
- This site is zoned 'CountrySide' and the building setbacks are thus: 8m from Road boundaries, 3m from all other boundaries.
- This plan is Copyright to Reyburn & Bryant (1999) Limited. No part of this plan may be reproduced in any form without the prior permission of the above company.
- Designed by Reyburn & Bryant - Whangarei - New Zealand.

Total Area: 10.5720ha

Comprised in CT: NA112C/410 (All)

Existing Appurtenant Easement Schedule			
Purpose	Shown	Servient Tenement	Dominant Tenement
Right of Way	(A)	Lot 2 DP 356658	Lots 1 & 2 Hereon



LOT 2
DP 181395

LOT 5
DP 181395

Lot 1
5.2853ha

LOT 3
DP 181395

LOT 2
5.2867ha

Ex. Building

LOT 2
DP 356658

20m wide

Mangahui Road
(Legal Road, 20m wide Metalled)

PJ Lash
Licensed Cadastral Surveyor

AMENDMENTS

A - 1st issue 27/08/07

Proposed Subdivision of
Lot 4 DP 181395

Local Authority: Whangarei District Council

Chris Browne

Mangahui Road
Ngunguru

REYBURN & BRYANT 1999 Ltd

SURVEYORS, PLANNERS & PROJECT MANAGERS

7 KAWAIKI AVENUE, PO BOX 37, WHANGAREI, PN (09) 438 1903

FAX (09) 438 0251, E MAIL: reyb@reyburn.co.nz, bry@reyburn.co.nz

Mobile: 0274 422 257, Email: 422 2577 Fax: (09) 432 6276

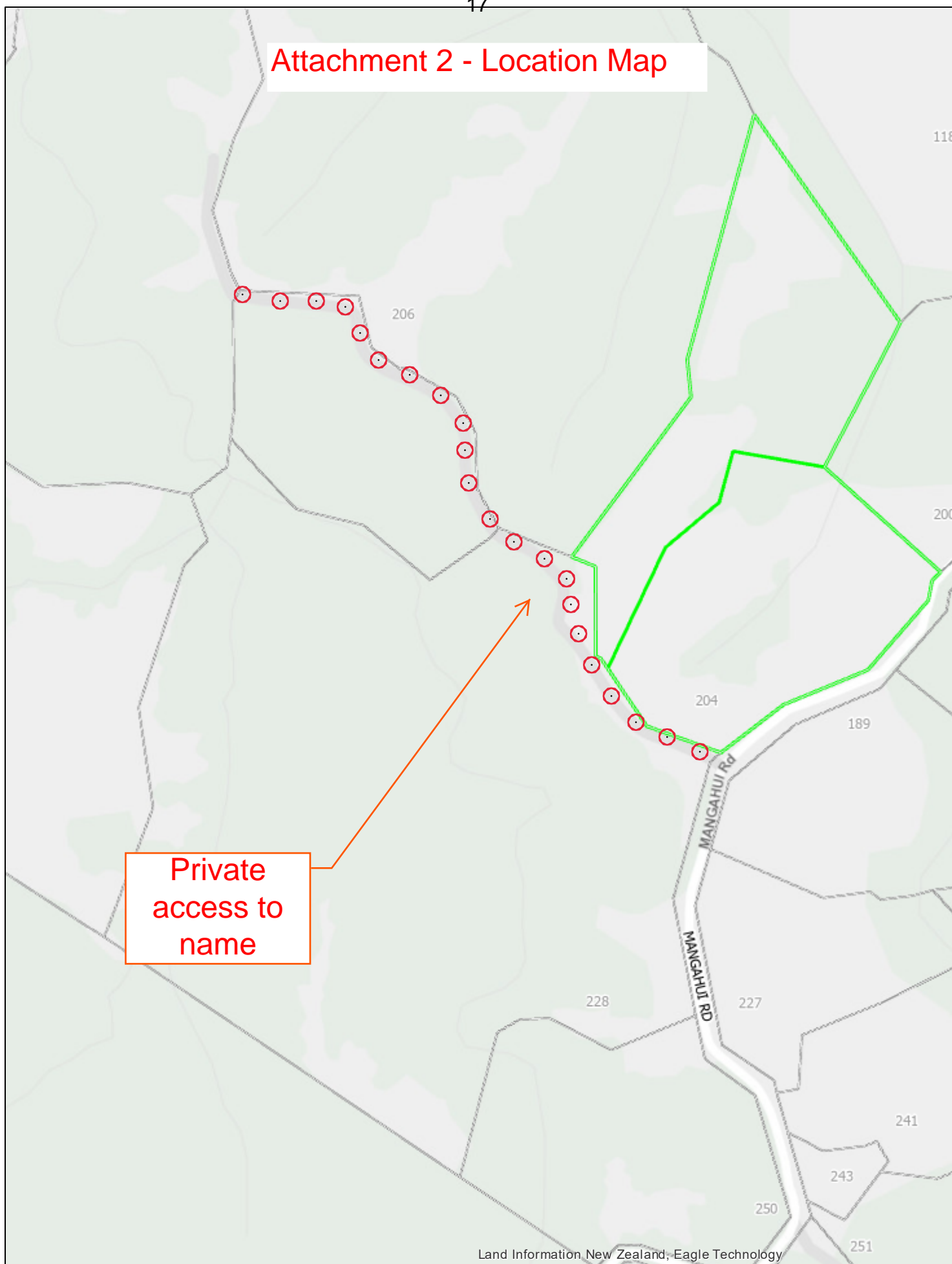
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AUGUST 2007

S11208

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Attachment 2 - Location Map



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.

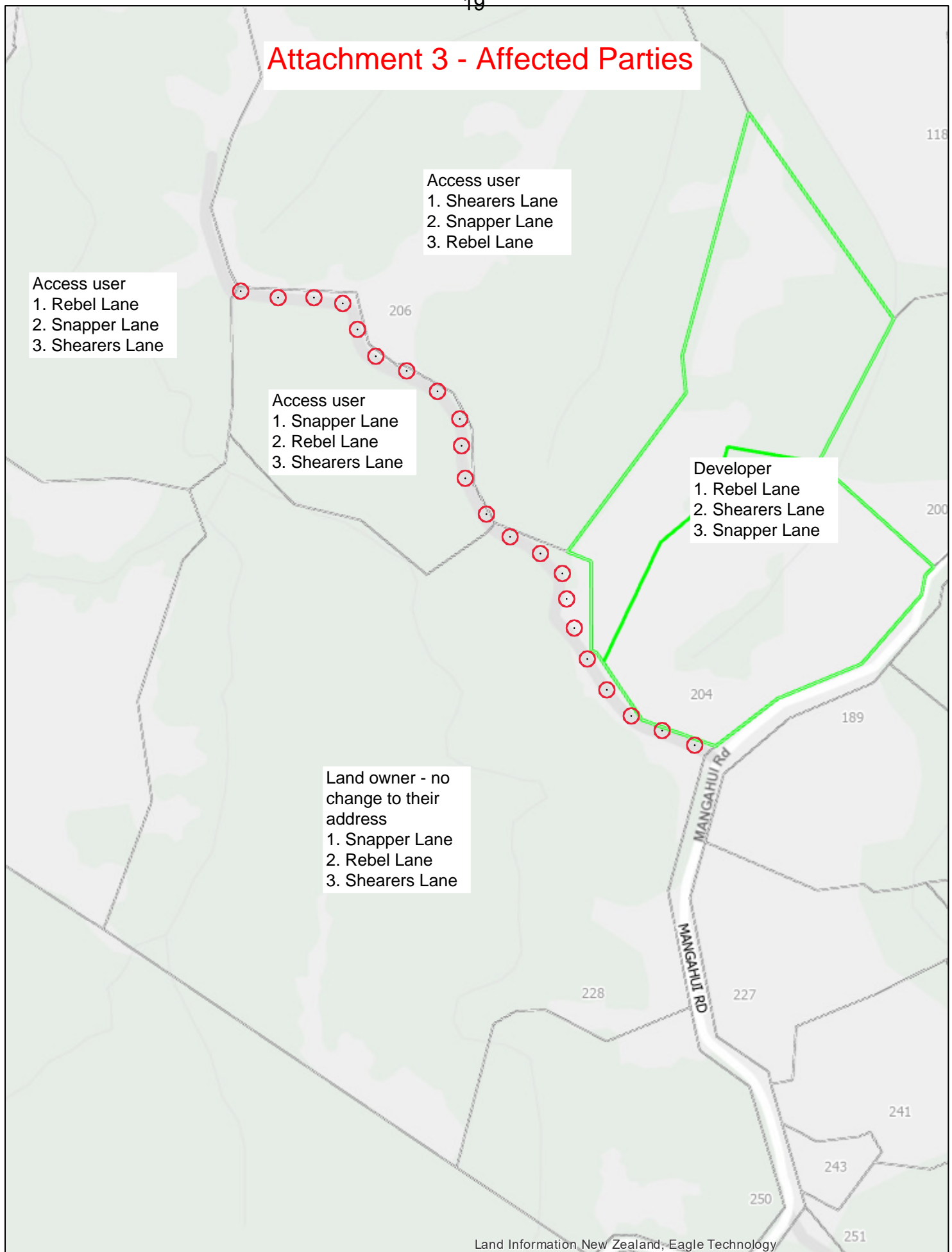
Monday, July 19, 2021



Scale: 1:4,514
Projection: NZGD2000 / NZTM 2000

Original Sheet Size 210x297mm

Attachment 3 - Affected Parties



GIS Maps Print



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Monday, July 19, 2021



Scale: 1:4,514
Projection: NZGD2000 / NZTM 2000

Original Sheet Size 210x297mm

5.1 Health & Bylaws Year End Report

Meeting: Strategy, Planning & Development Committee

Date of meeting: 19 August 2021

Reporting officer: Reiner Mussle

1 Purpose

To provide Year End statistics for the functions carried out by the Health & Bylaw department.

2 Recommendation

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

3 Background

With the 2020/21 financial year now concluded this report provides an overview of the year on year trend for relevant Health and Bylaw activities.

4 Discussion

Health

Environmental Health Team Year End Statistics.

Health Act Premises	July 2020 to June 2021	July 2019 to June 2020
Funeral Homes	4	4
Hairdresser Premises	61	57
Camping Grounds	17	18
Offensive Trade Premises	8	7
Total Number of Stall Licenses Issued	28	24
Health Inspections Completed	83	70
CRM's dealt with (both Health & Alcohol Combined)	705	582

The number of Health Act registered premises remained relatively constant over the past two years, with an approximately 20% increase in the number of inspections and a similar percentage increase in the number of CRM's received. Approximately half of which was due to the impact that COVID-19 has had on the 2019/20 figures.

Sale and Supply of Alcohol Act	July 2020 to June 2021	July 2019 to June 2020
Total Number of On-Licensed Premises	91	87
Total Number of Off-Licensed Premises	54	48
Total Number of Club-Licensed Premises	55	55
Total Number of Licensed Premises Inspection	204	171
Number of Special Licenses Granted	104	84
Temporary Authorities Granted	14	35
New Manager Certificates Granted	124	87
Manager Renewals Granted	227	167

Slightly more On- and Off-licensed premises last year than the year prior. 24% more Special licences issued then during 2019/20, when COVID-19 substantially impacted such events. More (approximately 40%) new Manager Certificates and renewals were issued last year, than the year before.

Food Act functions	July 2020 to June 2021	July 2019 to June 2020
Number of National Program 1 Registered Premises	28	22
Number of National Program 2 Registered Premises	57	48
Number of National Program 3 Registered Premises	88	73
Total Number of Food Control Plan Registered Premises	381	342
Total Number of Verifications (Audits) Completed Across All Categories	426	368
Food Complaints	23	23
Enforcement Action Required	2	13

Substantially more (between 20-30%) Food Act registered premises operated last year in the district than the year before which corresponds with the high interest shown by new operators wishing to enter this field, since and perhaps due to COVID-19's impact.

Complaints about food businesses remained the same, but our need to take enforcement action against operators reduced, which points to better compliance and the positive impact that the team's education program has had in recent times.

Bylaws

Regulatory Services provided by Armourguard - Year End Enforcement Statistics – the below annual statistics are for last financial year (2020/21) and are compared with the year prior (2019/20).

Total Number of Complaints	JULY 2020 – JUNE 2021	JULY 2019 – JUNE 2020
General Bylaw Matters	707	680
Noise Complaints	4030	4179
Noise Directives Issued	658	525
Equipment Seizure	27	40

Slightly fewer noise complaints last year than during the previous year, however a 25% increase in the number of noise directives issued, where noise was found to be excessive during the investigation and substantially less seizures of equipment, as a result of a failure to abide by the directive, all being positive trends.

Total Number of Complaints	JULY 2020 – JUNE 2021	JULY 2019 – JUNE 2020
Dogs Complaints		
- Wandering	1528	1697
- Barking	1235	1179
- Rushing (No Contact)	188	177
- Attacks	176	281
Total	3123	3334

	JULY 2020 – JUNE 2021	JULY 2019 – JUNE 2020
Dog Control Infringements Issued	317	171
Number of Dogs Impounded	501	486
Number of Dog Nights in Pound	5105	5737
Number of Property Checks to Locate Unregistered Dogs	1940	144
Number of Proactive Area Patrols (Prevention Focus)	375	219

Complaints about Wandering dogs decreased by approximately 10% from 2019/20, which could be contributed to a 75% increase in proactive patrols (in known problem areas) implemented by the team at the start of 2021.

An approximate 5% increase in barking complaints has been attributed to a single complainant.

The most important statistic of dog control is dog attacks. A decrease of approximately 38% in dog attacks since 2019/20 is a very encouraging trend and the team hopes during the current year and with more focus on dog registrations and proactive compliance this positive trend will continue.

Dog infringements issued increased by approximately 85% last year, the majority of these for 'failure to register'. A shift from following up outstanding dog registrations via phone, to property checks saw not only 1250% increase in property checks, but also almost all previously registered dogs, re-registered and or infringed, which makes the 'system' fairer to all dog owners.

Whilst dog impounds increased slightly last year, the number of dog nights (the days/nights dogs stay in the pound) decreased by approximately 12% from 2019/20. However, that number does not include the days/nights long-term impounded dogs spent at the Auckland City Council Silverdale shelter, due to our aging facility not being able to accommodate long-term dogs stays. We've had nine (9) dogs impounded long-term at the Auckland CC's Silverdale shelter (mainly our prosecution dogs). These nine dogs spent a total of 1,992 nights at Silverdale. That means that for 2020/21 we've had at total of 7,097 dog nights (5,105 at our shelter and 1,992 at Auckland), opposed to 5,737 dog nights the year before (2019/20). That means last year we've had an approximate 24% increase from the year prior.

Stock Control	July 2020 to June 2021	July 2019 to June 2020
Total Number of Complaints	453	499

A slight reduction in the number of complaints last year when compared with the year prior, which may be as a result of proactive initiatives implemented at the start of 2021.

Parking Enforcement	July 2020 to June 2021	July 2019 to June 2020
Number of Complaints	3,821	3,509
Number of Infringements Issued	25,791	19,174

Parking complaint numbers increased by almost 10% last year, when compared with the year prior. The total number of infringements issued last year increased by almost 35% from the previous year, however this increase was mainly due to fewer infringements issued during 2019/20, due to the impact that COVID-19 and it's lockdown has had on enforcement during that year.

Total number of Armourguard actions or activities across all service areas	July 2020 to June 2021	July 2019 to June 2020
Total Number of Actions	15,635	13,615
Total Number of Infringements Issued	26,108	19,345

Total number of contractors 'activities' during 2020/21 increased by approximately 15% over 2019/20.

5 Significance and engagement

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

5.2 Operational Report – Corporate Group – August 2021

Meeting: Strategy, Planning and Development Committee
Date of meeting: 19 August 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 August 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 – August 2021

Operational Report – Corporate Group – August 2021

Information Communications Technology (ICT)

ICT Operations

Security

Phriendly Phishing baseline emails were initiated in July, allowing us to understand how the organisation reacts when Phishing emails are received. Initial reviews of the click rate is not positive, with approximately 50% of those who received one of the 53 emails sent out clicking on the link. We have requested the Chief Executive to raise this at the next All Staff and we will then re-initiate the Phriendly Phishing training courses.

Further work on ICT security policies was undertaken this month and these are ready for review with the Manager ICT.

The team successfully completed an outstanding task of shipping backup logs for Backscan 05 – 09 to Disaster Recovery.

Improvements

The team worked with NorthCloud to get the packaged remote control software for ConnectWise, which is used by the Service Desk, to be deployed to all PCs. This will improve the ability of the ServiceDesk and support teams to access end user devices more efficiently, thereby speeding up support.

Extensive testing of Teams Live Events has been undertaken, which unfortunately led to the decision that it is not a stable platform for use in place of existing systems.

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	CiA Requests Online: Documentation of Web content and building of web pages in progress. System configuration in progress. Nucleus Sync testing round 1 complete – fixes of issues in progress. Draft dashboards complete.
Building Consent Application system	Portal for customers to lodge and track Building consents	Delivery Phase	UAT 1 complete except for 2 users that have been on leave. Integration UAT progressing well with no show-stoppers reported. Writing of manuals in progress. Resolving bugs logged in conjunction with Objective in progress. On track for end of August go-live.
Civic Centre	This project is about the logistics of moving ICT equipment from WP and FN to the new Civic Centre building. This also involves the coordination of	On Track	The ICT infrastructure design is near finalised. Proof of Concept currently underway for meeting room equipment (Trimmer Room) and WiFi network equipment (Walton Plaza L2).

	contractors as well as ensuring the smooth transition of staff into the new building		
Digital Platform Phase 2	Migration of following websites onto the new web platform - WDC Library - WDC 'Love it Here' (business and visitor) - WDC Event portion of the 'Venues & Events' website.	Delivery phase	Library site build is approximately 50% complete. LoveitHere site is being tested before embedding in OpenCities platform.
SCATS (Traffic light Management system)	This project is to replace the SCATS server currently hosted on premise at Forum North.	On Track	Site visit complete to validate IaaS solution at NorthCloud. New network equipment received from Australia.
SIGMA (Asset Management and GIS)		Delayed	New project schedule being developed. Out of the box integration module being tested and has been discussed with 3 other Councils that are using it. Resolution for 2 connection issues are being investigated.
Telephony	Replacement of legacy Avaya telephony system with a modern system integrated with MS teams and contact centre.	On Track	Solution design document is being developed. User profiling is currently underway to determine best setup and headset type. Wifi capacity, quality of service and network feasibility is being tested. Target go-live is end of September 21.
Symphony (Library System)	Upgrade of Library Management system	Initiated	Variation to procurement is being developed. Current aim for go-live is November 21
Rendezvous (V&E Booking)	Venues and Event booking system update	Project Closed	Successful upgrade of system completed. Project closure phase and lessons learnt has also been completed and will no longer be reported.

Finance

2020-21 Annual Report

The preparation of the 2020-21 Annual Report, as well as the preparation of financial statements for Council Controlled Organisations (CCO's) is progressing well. 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. Staff are liaising with Audit New Zealand as matters arise, to hopefully reduce any delays towards the end of the process.

A number of year end adjustments, valuations, and reconciliations will be completed over the coming month. A workshop will be scheduled to present Elected Members with the draft results prior to audit sign-off and adoption of the Annual Report for the year ended 30 June 2021.

The final audit is scheduled to begin late August, with audit clearance and adoption in October. Audit NZ have advised they are facing resource shortages and have introduced a priority framework to ensure the delivery of key priority audits (government and NZX listed entities). Parliament has passed a Bill to extend by two months the statutory reporting time frames in the Crown Entities Act 2004 and the Local Government Act 2002. At the time of writing this agenda there was no indication of any potential change in timing of the Council audit due to this legislative change. However, we are yet to confirm the timing of the audit for the Hatea Art Precinct Trust (previously Whangarei Art Museum Trust) which may impact Council's adoption. Staff will continue to communicate with Audit New Zealand.

2021-22 Budget

Finance staff are currently preparing the revised budget the 2021-22 year. This budget is based on year one of the 2021-31 Long Term Plan with revisions made to account for:

- confirmed carry forwards from the 2021 year
- structural budget changes as a result of the staff reset
- the allocation of budget requests approved as part of the Long Term Plan process
- allocation of capital project budgets down to a project level

Once the revised budget is complete, budget holders will phase budgets and undertake the first round of forecasting, to allow for the preparation of monthly financial reports for Council.

2021-31 Long Term Plan (LTP) Amendment

Planning and financial modelling is in progress in preparation for the impending Long Term Plan Amendment.

SIGMA (Asset management and GIS)

The finance team are continuing to work through financial integration and configuration with the project team.

Revenue

Property, rating and receivable transactions

There were 248 property sales in July, 12% higher than last year.

We processed 11,553 dog registration before the discount period ended (31 July). There are 2,253 dog registrations that have not been paid and the fee increased to the full amount. Last year there were 2,737 that missed the 31 July deadline. There does not appear to be any impact of non-payment due to the increased fees, despite some disgruntled customers.

There were 5% fewer people that paid at the counter, so more people are paying online. ICT implemented an improvement that assisted the processing of online payments but it is a largely manual job: tags sellotaped to forms, enveloped and sent to dog owners.

The rates notices for 2021-22 were posted and emailed 20 July. Many customers have contacted us for explanation of changes to the rating of their property due to policy (e.g. multiple dwellings on high-value residential properties), the rates increase being higher than anticipated or unaffordable and various other subjects specific to the particulars of their property.

Water billing is delayed for this month due to a system technical error. We expect to bill the second week of August. The due date will be altered accordingly, so cash flow will be adversely impacted.

We have manually corrected the water invoices for the "final readings" concerning property sales and have invoiced the high volume monthly users.

Collection and recovery

Rebates rebate applications no longer need to be witnessed, so we changed our process. We employed 3 casuals to help, rather than 6-7 in previous years and sent 2,500 partially pre-filled forms to those possibly eligible for up to \$665 relief. Below is a photo of some of these:



Our ratepayers have responded well. In the first two weeks we received 1,700 applications (in person, by post or email). Of these, 1,250 (\$779,000) have been processed by the Department of Internal Affairs. To compare, this is 50% higher than the 850 (\$497,000) at the same time last year. There are still 400 applications awaiting processing at the Department of Internal Affairs and 50 which we haven't processed. Feedback from our Ruakaka office has been positive. Last year we received 900 applications over the rest of the year after closing the rates rebate office so we are not sure how many of the 800 still to be received, will arrive by 20 August. We are co-ordinating with the retirement villages and may visit after the office is closed, if they need help in completing their applications.

We are impressed with the ease of the change – many are dropping in to check they've "got it right" and are out the door in a few minutes, with a smile and advice of the amount of their rebate. Others are phoning in and a few have made an appointment for more help. Those who pay by direct debit will receive a letter advising of their new amount. The first two weeks have been hectic in the rates rebates office!

Business Support

Information Management (IM)

The Business Records team have assisted the Democracy and Assurance Department over the last months with receiving submissions for the Representation Review. These submissions have now been processed and this work for Business Records now completed. The team have also managed a mass mail-out for LTP submission replies and expect to be involved in managing responses to this in the coming month.

As part of Council's Reset, Information Management has been moved from Business Support to the ICT Department.

Work is still underway for the Archive Exit. This will be a critical piece of work going forward as we prepare to move into Whangarei's new Civic Centre.

Digital Retention and Disposal

The writing and testing of business rules for the management of the information lifecycle in Kete is still being completed. This piece of work is now with ICT to be prioritised as a project given the size and nature of the work involved.

DigiHub

The DigiHub continues to track well. Two of the DigiHub staff have now been appointed as permanent Council employees and two others have had their fixed term contracts extended.

Work is underway to purchase the scanner used in the DigiHub. This purchase will save considerable money in the long term and make further opportunities available for digitisation.

Procurement

Major work streams in procurement in July 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	External procurement consultant	All of Council	31 Oct 18	Ongoing involvement through design &

Service/Good Being Procured	Detail	Procurement Commencement Date	Business Owner	Date Advertised on GETS	Expected End Date
	around procurement aspects	engaged June 2018			construction phases
Old Municipal Building	Providing Procurement advice on procurement and purchasing decisions	October 2019	Community Development	To be determined	Ongoing
Travel	To consider options for travel policy and management	December 2020	Business Support	To be determined	To be determined
Overflow Building Consent Processing	To provide an overflow consent processing service to Council	March 2021	Building Control	1 April 2021	July 2021
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
Civic Centre Cafe	To find a suitable Café provider	May 2021	Business Support	13 July 2021	November 2021
Office Furniture and fittings	To find supplier/s of furniture and fittings for the Civic Centre	May 2021	Business Support	To be determined	To be determined
Office Supplies	To renew office supplies contracts through MBIE	June 2021	Business Support	Done via variation due to MBIE timeframe	July 2021
Public Toilet Cleaning	To assist Infrastructure with process aspects of procurement of cleaning contractor	June 2021	Parks	05 July 2021	September 2021

Staff have been working with key business users to get a new contract in place for Office Supplies and Cleaning Consumables, as the All of Government (AOG) contract has recently been finalised by MBIE and released to agencies. Council is eligible to buy from AOG contracts; however, it is not mandatory. Council takes advantage of these contracts where it is assessed as beneficial.

Looking ahead, the following contracts managed by Business Support will be due to go to market in the next 12 months:

- Multi-function devices (photocopiers)
- Electricity Supply

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

Facilities Management

Following on from the NZTA move from Walton Plaza, the Transport Alliance Hub has been reorganised to ensure staff that work together are now sitting together. This has required supervision of contractors by the Facilities Management Team and some weekend work to ensure as little disruption to staff as possible.

Maintenance on the Forum North roof has been a high priority this month with further investigation underway to report on issues and to recommend a long term fix. Further cleaning of the Forum North exterior is imminent.

The impending move to the new Civic Centre, as well as the longer term plans for a Lyric Theatre means that decisions about the future of Forum North are becoming critical for the development of maintenance plans.

Gutter repairs at the Onerahi Library and the Tarewa I-Site have been scoped and contractors engaged.

A scope of work is also being developed for some security and refurbishment work at the I-Site. This will address some historic issues and ensure that the building provides a fit for purpose environment for staff as well as a wonderful welcome for visitors.

Chambers

The Chambers have been quieter this month with 16 events totalling over 40 hours of use. Setting up, packing down and catering services have also been provided.

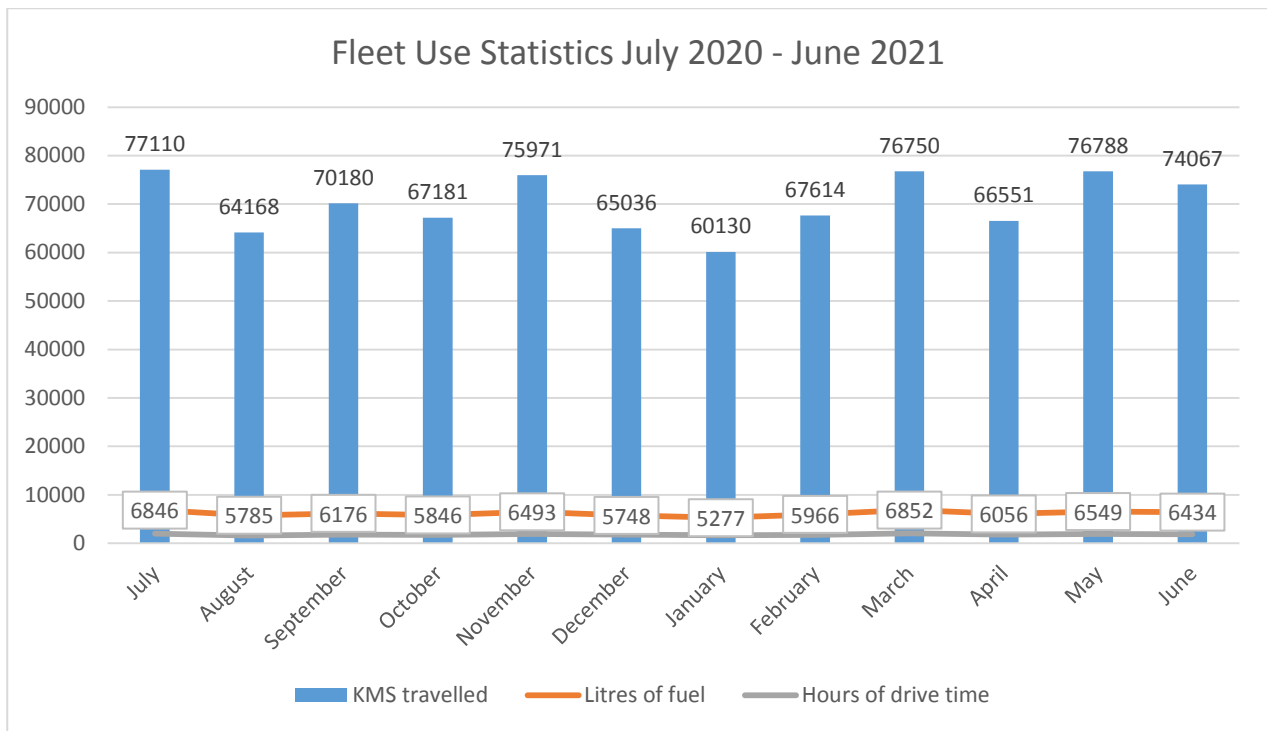
Contractor Management

Council has water coolers across all sites including Council offices, Venues and Events, Treatment Plants, Libraries etc. A review of the contract has been undertaken to ensure that coolers are fit for purpose and available in the appropriate areas. After the review, the contract for servicing and hire of coolers has been extended for a further 12 months.

The new Civic Centre will have plumbed in point-of-use taps with filtered hot and cold water which will mean free-standing coolers will be obsolete.

Fleet

Council's 56 fleet vehicles have all had new GPS units fitted and the new tracking and booking system went live on 1 August 2021. This will provide better reporting on vehicle usage and driver behaviour which in turn will ensure staff are safe and vehicles are well maintained and fit for purpose.



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 My Requests implementation later this year. This will make it easier for customers to self-serve information relating to reporting an issue.

Work has also started integrating the new AlphaOne building consent portal into the main content of the Council website.

The next phases of the Digital Platform project (including the libraries, and Whangarei NZ site) have commenced.

Media

- Oruku Landing
- Three Waters
- Whau Valley water treatment plant opening
- Whangārei pair living in park trespassed
- Community safety
- Matapouri sand replenishment
- Northland roads

Communications projects

A summary of campaigns of note include:

Campaign	Comment
Civic Centre Project	Café tender process underway, local engagement first stage complete (inform and invite café owners to tender information evening), Facebook post on steel framework in late July, staff information project page for Kete under development.
LTP	Preparation and planning for proposed LTP Amendment.
Representation Review	Representation Review formal consultation complete, 63 submissions in total.
Placemaking Consultation	Printing draft plan documents, creating an online consultation survey and providing publicity for the consultation across newspaper, social media and the website.
Trade Waste Consultation	Preparing publicity and an online consultation survey.
Speed Limit Changes	Publicity and website updates advising customers of speed limit changes in Waipu, Ruakaka, One Tree Point and Vinegar Hill Road.
Gen Z Youth Fund	Campaign planning and design of collateral for this new youth-targeted community fund.

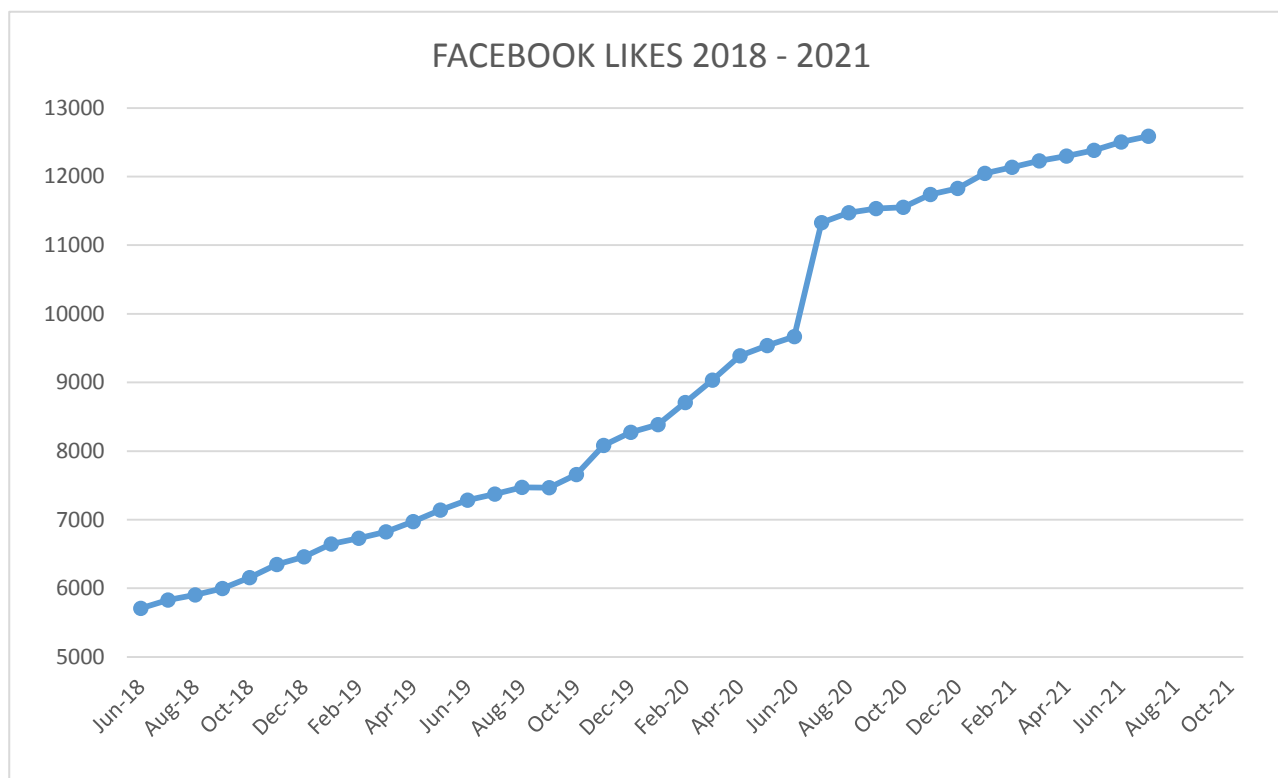
Social media

Our transport posts have performed well in recent months, but our other messages are also getting through. Aside from the top 3 below we have seen good performance from the Representation Review video, dog registration reminders, school holiday activities, and the new Water Treatment Plant.

Top 3 posts over the last month – refer to Appendix 1

Topic	Engagement
Traffic light changes on Dent Street	<ul style="list-style-type: none"> 35,400 reach – very high 8,700 engagements
Waterfront Precinct Plan engagement	<ul style="list-style-type: none"> 18,000 reach 4,600 engagements – 400 likes! Used a funny, novel and topical image.
New Port Road Bridge	<ul style="list-style-type: none"> 20,700 reach 2,800 engaged. 250 likes – very high for roading info.

Facebook audience / followers



Website

Overall website visits

	Difference	1 Apr 21 – 30 Jun 21	1 Jan 21 – 31 Mar 21
Visits	-3.93%	118,251	123,082
A visit consists of a series of pageviews that a single visitor makes during a period of activity. A visit ends after the visitor either closes the browser or goes to another site.			
Page views	-6.70%	276,222	296,055
A page view is recorded every time a page is viewed.			
Pages per visit	-2.89%	2.34	2.41
Pageviews divided by visits. This metric shows the average number of pages viewed per visit.			
Users (New and returning)	-6.79%	71,705	76,929

*Updated every two months to show overall trends.

Top 5 pages visited (main website only)

June 2021	July 2021
<ul style="list-style-type: none"> • Dog registrations 	<ul style="list-style-type: none"> • Rates database
<ul style="list-style-type: none"> • Rates database 	<ul style="list-style-type: none"> • Payments gateway
<ul style="list-style-type: none"> • Pohutukawa Coast tree give-away 	<ul style="list-style-type: none"> • Operative District Plan
<ul style="list-style-type: none"> • Water supply (dam levels) 	<ul style="list-style-type: none"> • Dog registrations
<ul style="list-style-type: none"> • Online payments 	<ul style="list-style-type: none"> • Water supply network
Notable: Matariki Festival, rubbish stations, walks and trails, Waterfront Precinct Plan engagement, 'Report it'.	Notable: Contact us, rubbish stations, walks and trails, Port Road project, Matariki Festival.

People and Capability Group

Whiria Walks – a new Health and Safety initiative

Whiria means ‘to weave people together’. The Whiria walk is an idea developed by our Health and Safety Committee to weave health, safety and wellbeing further into our culture. Leaders are asked to connect with someone during the course of the month and talk about an aspect of health, safety and/or wellbeing. These talks are then documented appropriately and forwarded on to our Health and Safety Manager. Last month we had 38 leaders report on their whiria walk. This has given some further insight into the heart of the culture here at Council.

We are in the early stages with this work and are still working out how best to report back on these insights.

Courageous Conversations About Race – Beyond Diversity

Last month the majority of our staff attended a workshop – Courageous Conversations About Race – Beyond Diversity. This workshop continues the work of our Organisation Strategy: Upholding the mana of The Treaty of Waitangi; Celebrating diversity; and Developing a plan to embrace diversity in our workplace.

As described in the title we learned tools that will help us have courageous conversations about race. We now have a shared language to further build on the work we have already undertaken developing our culture that has been recognised through the Awards we received earlier this year.

Reset

After considering all of the feedback we received through our consultation process we have now finalised our new structure. Our aim for these changes was to reset for the new LTP and give consideration to the post-Covid world, the upcoming government reforms (3 Waters, RMA reform, Well Beings) and fixing pain points.

So many balls in the air

There is a lot going on. Many people are talking about the post-Covid world and the flow-on effects this is having on our lives. These are changing times and we are feeling the effects of this. Some of us are excited by the opportunities, others are holding on to what we know.

We are noticing this here in our organisation. Expectations are changing. People are thinking about where they want to be, what they want to be doing and wondering what the future will look like. We do not and cannot have all of the answers but we can be aware of this and support each other. We are all working hard to better understand changing priorities and focus our effort in the right areas.

Social media (top performing posts)

Post
Page 1 of 1

Whangarei District Council
★ Favourites · 5d · 🌐

⋮

We're about to start building the new Port Road bridge which, alongside the existing bridge, will provide a total of 4 traffic lanes and a 3m-wide walking and cycling path over Hāhā / Limeburners Creek.

What you need to know:

- 🚗 Please take care when traveling past the work site
- 👷 Work is expected to continue until June 2022
- 🛥 The boat ramp will be temporarily closed during construction and an alternative boat ramp at the end of Port Road can be used

Thanks for your patience over the last 2 months as workers on-site have moved underground services to speed up the construction phase. The contract for this work has been awarded to local company [United Civil Construction Limited](#).

i

WDC.GOV.T.NZ
Port Road bridge widening
 Work will begin on a new, \$10 million bridge across Limeburner's Creek t...

20,771
People reached

2,821
Engagements

Boost Unavailable

Dellena Austin, Dave Evans and 249 others

45 Comments · 38 shares

Like

Comment

Share

⋮

Performance for your post

20,771 People Reached

471 Reactions, comments & shares ⓘ

284 Like	242 On post	42 On shares
5 Love	4 On post	1 On shares
4 Haha	4 On post	0 On shares
3 Wow	3 On post	0 On shares
1 Angry	1 On post	0 On shares
136 Comments	111 On Post	25 On Shares
39 Shares	38 On Post	1 On Shares

2,350 Post Clicks

0 Photo views	692 Link clicks ⓘ	1,658 Other Clicks ⓘ
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NEGATIVE FEEDBACK

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

Reported stats may be delayed from what appears on posts

NB: The primary image on this page has changed – while active this post showed a picture of the location of the project site.

Post



Whangarei District Council

★ Favourites · 2 July · 🌐

Traffic layout changes on Dent Street/Hatea Drive/Riverside Drive intersection begin Monday.

New road markings and traffic light phasing changes will make the Dent Street/Hatea Drive/Riverside Drive intersection safer and more efficient for drivers and pedestrians, starting next Monday 5 July.

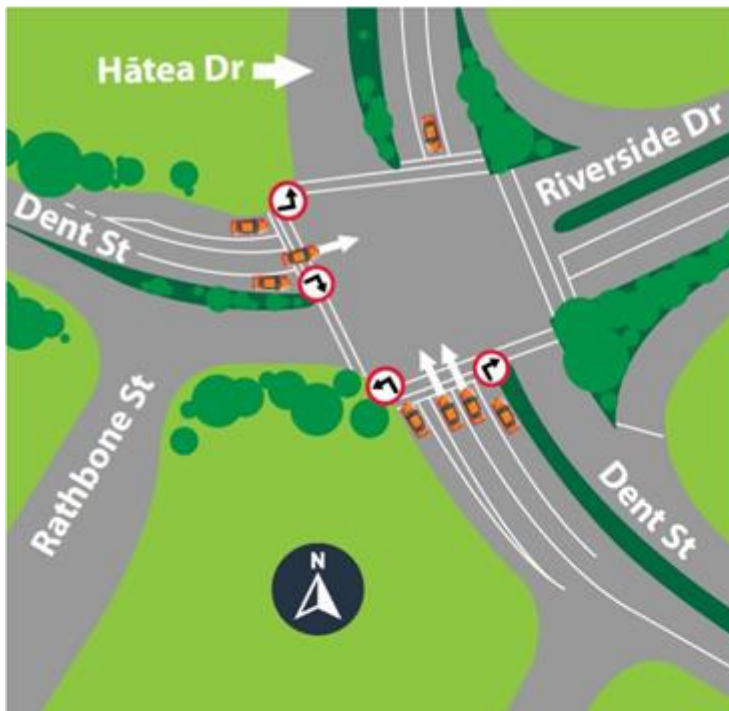
"We are asking people to pay attention, get into the correct lane as early as possible and to be patient with each other as everyone gets used to the changes," says Project Manager Pete Watts.

From Monday 5 July drivers coming down Dent Street hill to the intersection will have only one left-turn-only lane onto Hatea Drive, one straight-ahead lane onto Victoria Bridge (Riverside Drive) and only one right-turn-only lane.

Traffic driving north along Dent Street to the intersection will have one left-turn-only lane up Dent Street hill, and two straight-ahead lanes onto Hatea Drive, and only one right turn lane to cross Victoria Bridge onto Riverside Drive.

The traffic light phasing will change to accommodate the new layout to improve the level of safety for all users. Please make sure that you are in the correct lane by the time you get to the intersection to ensure smooth transition and operation of the new layout.

The road marking will start on Sunday 4 July and the new layout will be in action from Monday morning, 5 July.



Get more likes, comments and shares

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

35,367

People reached

9,653

Engagements

Boost post



Tyra Jobe, Terry Johnstone and 97 others

129 Comments · 159 shares



Like



Comment



Share



Performance for your post

35,367 People Reached

950 Reactions, comments & shares 📊

204

Like

61

On post

143

On shares

1

Love

1

On post

0

On shares

24

Haha

18

On post

6

On shares

22

Wow

11

On post

11

On shares

7

Sad

5

On post

2

On shares

24

Angry

6

On post

18

On shares

509

Comments

228

On Post

281

On Shares

159

Shares

159

On Post

0

On Shares

8,703 Post Clicks

164

Photo views

0

Link clicks 📊

8,539

Other Clicks 📊

NEGATIVE FEEDBACK

5 Hide post


4 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 · 28 June · 🌐

Our waterfront is a cherished taonga in Whangārei, and we want to keep adding to it. But how? Houses? Businesses? Art? Water access?
www.wdc.govt.nz/HaveYourSay

Please give your thoughts on our draft Waterfront Precinct Plan before the survey closes this Wednesday, 30 June.... See more





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


18,747
 People reached


4,648
 Engagements


Boost post


 Ben Craig, Michelle Wakens and 408 others

120 Comments · 16 shares

 Like

 Comment







 Share



Performance for your post

18,747 People Reached

788 Reactions, comments & shares

348  Like	314 On post	34 On shares
49  Love	46 On post	3 On shares
61  Haha	55 On post	6 On shares
2  Wow	2 On post	0 On shares
2  Sad	2 On post	0 On shares
4  Angry	4 On post	0 On shares
306 Comments	234 On Post	72 On Shares
16 Shares	16 On Post	0 On Shares

3,860 Post Clicks

125 Photo views	137 Link clicks	3,598 Other Clicks
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NEGATIVE FEEDBACK

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

Reported stats may be delayed from what appears on posts

5.3 Operational Report – Strategy, Planning and Development – August 2021

Meeting: Strategy, Planning and Development
Date of meeting: 19 August 2021
Reporting officer: Dominic Kula - General Manager, Planning & Development
 Rāmari Jackson-Paniora – 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 August 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 July 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 – August 2021

August 2021 Operational Report

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

Procurement update - Summary of Contracts Approved Under Delegated Authority

Economic Development

Local businesses report good trading conditions with several new businesses opening. At the same time there are substantial commercial refurbishments underway within the CBD that will result in an increase in inner-city workers, which in turn will be of further benefit to CBD retailers and hospitality operators. Conversations with parties involved in these projects has demonstrated there is still a strong demand for quality inner-city commercial property.

As reported last month, job numbers continue to remain incredibly strong and underscore the labour market pressure being felt from strong demand across the economy. Other indicators of a stretched labour market include businesses reporting it to be the most difficult period on record to find workers, high job churn, high job advertisement numbers, and non-existent immigration of skilled workers.

The rise in employment suggests that businesses are having to take on less suitable staff, and with businesses casting their net wider, the unemployment rate is expected to fall further in the June 2021 quarter.

Stronger job numbers will be increasing money available for household spending and reinforce our view that consumer spending levels will remain higher over the rest of 2021.

Commercial Property

Activity at the Town Basin remains vibrant. Interest in the opening of the new Town Basin Park and Hundertwasser is gaining momentum as more of the projects are becoming visible.

Staff welcome 'Gathered' our newest tenant to the Town basin. Gathered is a family run lifestyle boutique store that includes a florist.

A number of historical maintenance issues are being attended to. Wind and rain are impacting on leaks. Roof replacement options will be investigated. Staff are also working with HAPT staff to complete a procurement plan to install new ceilings in the main galleries and attend to air-conditioning.

A number of rent reviews and renewals are progressing as per schedule.

Almond Court Flats

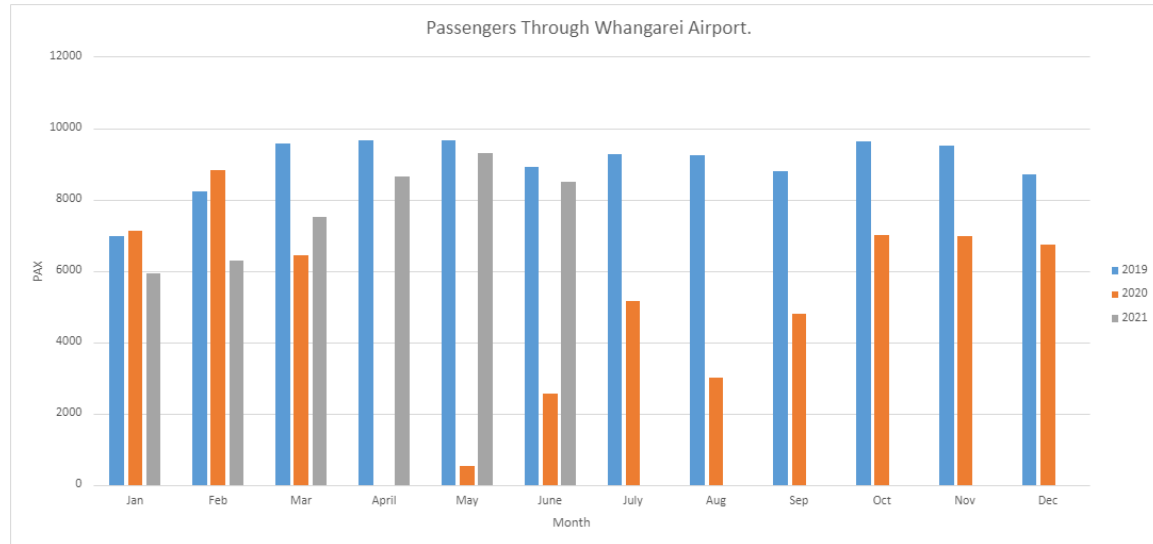
A workshop with Councillors occurred on 4 August 2021 to discuss the future development of the properties at 8-10 Dent Street. A number of enquiries from third party groups have been received and will be discussed at the workshop as part of determining next steps.

Airport

Air NZ has confirmed an additional service from Whangarei to Auckland will be implemented effective from 30 August 2021. This equates to one extra flight each day of the week and is a positive step forward to accommodating the domestic travellers for the District. This will however invoke CAA Rule 139.111 for Rescue Fire Services (RFS).

Staff are working with the Civil Aviation Authority (CAA) to identify the required infrastructure equipment and ongoing cost associated. Services are required to be implemented and operation by 1 April 2022.

PAX figures for July 2021 were not available at the time of this report although numbers still remain high.



Parking: The carpark has been consistently busy. Income is sitting at about 93% of the average monthly budget.

Annual Satisfaction Survey.

The annual airport survey has been completed with 146 participants. This is much better participation rate from last year

The result summary includes the following.

- 60% of travellers are Whangarei Residents
- Visitors are mainly staying for 1 – 7 days
- 90% of people arrive in a private car.
- Half travel for Business, the rest are visiting family and going on holiday.

The most important facilities to our travellers in order are:

- Toilets are clean • Café • Terminal comfortable and clean • Free WIFI • Carparking
- Rental Cars • Overnight parking • VIP lounge Meeting rooms.

Health and Safety:

The annual safety policy was reviewed and signed off by the Airport Authority CE. Training schedules are up to date including the Department of Conservation Fire Extinguisher Training.

Four minor incidents were recorded including breaches to security fencing, a disgruntled vehicle owner and gusty weather conditions.

Highlights:

The Airport was host to two school visits this month. Parua Bay Year 11 students and Onerahi Primary School Year 4 students visited the Airport and talked to Air NZ staff and Pilots, Northland Aviation engineers, JNP baggage Staff and toured the Airport grounds.

District Promotions

Guest Nights and Tourism Electronic Card Transactions (TECTs) continue to indicate strong travel and spending by domestic travellers. [Tourism New Zealand](#) reports that New Zealanders have spent an extra \$1.1 billion on domestic travel to Year End May 2020, and 63% of New Zealanders have done a new tourism activity or visited a new place this year.

However, as expected, even with the Australian travel bubble open during some of this period, few Australian travellers seem to have made it to the Whangārei district. Note that during May 2021 and June 2021, The HUB and the Whangārei i-SITE had a combined total of 60 Australian visitors.

The Whangārei district will also be reaping the benefits of domestic business and corporate travel returning to 90% of pre-COVID-19 levels, as reported by [Air New Zealand](#).

VISITOR ORIGIN

JUNE, 2021	Whangārei	Far North	Kaipara	Northland
Domestic	28,200	54,300	10,000	92,500
International	1,000	2,600	200	3,900
TOTAL	29,200	57,000	10,200	96,400

GUEST NIGHTS

JUNE	Whangārei	Far North	Kaipara	Northland
2018	25,259	52,371	4,069	81,699
2019	24,520	53,246	4,630	82,395
2020	NA	NA	NA	NA
2021	29,200	57,000	10,200	96,400
% change	19%	7%	120%	17%

Source

Accommodation Survey

Accommodation Survey

Accommodation Data Programme

Sources Note, 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)

MAY	Whangārei	Far North	Kaipara	Northland
2020	253m	185m	53m	491m
2021	303m	223m	65m	591m
% change	20%	21%	23%	20%

Source, Ministry Business, Innovation & Employment (MBIE). TECTs are an interim replacement (due to COVID disruption) for the Monthly Regional Tourism Estimates (MRTes). The TECTs focus is on domestic Electronic Card Transactions and include breakdowns by visitor origin and product type. International card spend is included in an 'other' visitor type but these breakdowns are not available at district level by month.

GrabOne Campaign

The campaign, which extended the reach of Whangārei merchant deals into Auckland, Waikato, BOP and Wellington, ran from 8 May 2021 to 11 June 2021 before the July 2021 school holidays.

- Site sales increased 15% month on month (April 2021 vs May 2021)
- Voucher sales increased by 19% month on month (April 2021 vs May 2021)
- Average voucher price purchased on site increase 10% from \$113 to \$125 dollars (April 2021 vs May 2021)

Whangārei District Visitor & Hospitality Industry Wellbeing Get Together

A wellbeing hui was held for the tourism and hospitality sectors on 6 July 2021. The hui was held in response to a request from private sector and the aim was to foster the economic and personal wellbeing of our business community through manaakitanga and whanaungatanga by bringing together those people working in the visitor and hospitality sector allowing them to check in with each other, share stories about how they have fared

over the last 12 months and what they are looking forward to in the next 12 months. The focus was not only about the 'business side' of things but how we as humans and as part of a community, are doing.

Feedback from attendees as follows:

"I felt it was well organised and the event flowed well with operators getting a chance to share ideas and raise concerns in a safe environment."

"It was all really awesome. Merv and Rangimarie [facilitators] did an amazing job of hosting and were so welcoming. There were many special moments but i found being given the flax plant to take home was a great reminder of how we can support each other and are part of a very important network."

"It was a truly eye-opening experience for me."

"It was good to learn about other local businesses in the industry and what they offer."

Whangārei District Love It Here! Facebook page

As at 31 July 2021 the Whangārei District Love It Here! Facebook page achieved:

- Likes 19,016
- Total Reach; 347,645 (combined Organic and Paid)

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 appeal was settled through mediation and consent orders have been issued:

- ENV-2020-AKL-000125 Robinson (appeal settled in full)

The Environment Court has directed that the appeal from Northport (ENV-2020-AKL-000109) be set down for a 2 – 3 day hearing in the week of 4 October 2021. Council staff are working with consultants to prepare evidence for the hearing.

PC150 Private Plan Change Application

Hearings have been scheduled for 18 – 20 August 2021 with Independent Hearing Commissioners. Council staff have circulated the section 42A Report to the parties prior to the hearings and will be reviewing any pre-circulated evidence prior to the hearings as well.

Significant Natural Areas

Staff have prepared a press release to inform the public of the status of the Significant Natural Area project. Staff are also developing a projects page on the WDC website to provide further information for the public while we await further central government direction with an amended draft of the National Policy Statement on Indigenous Biodiversity anticipated to be released in December 2021.

National Policy Statement on Urban Development

The National Policy Statement on Urban Development (NPS-UD) relates to spatial strategy and land use planning, and the intended purpose is to require councils to plan well for growth and ensure the delivery of a 'well-functioning urban environment' for all people, communities and future generations. In particular, the NPS-UD requires local authorities to provide sufficient plan-enabled, infrastructure-ready, and commercially feasible development capacity so that more homes can be built in response to demand. To demonstrate this, a Housing and Business Assessment (HBA) must be published every three years. The first

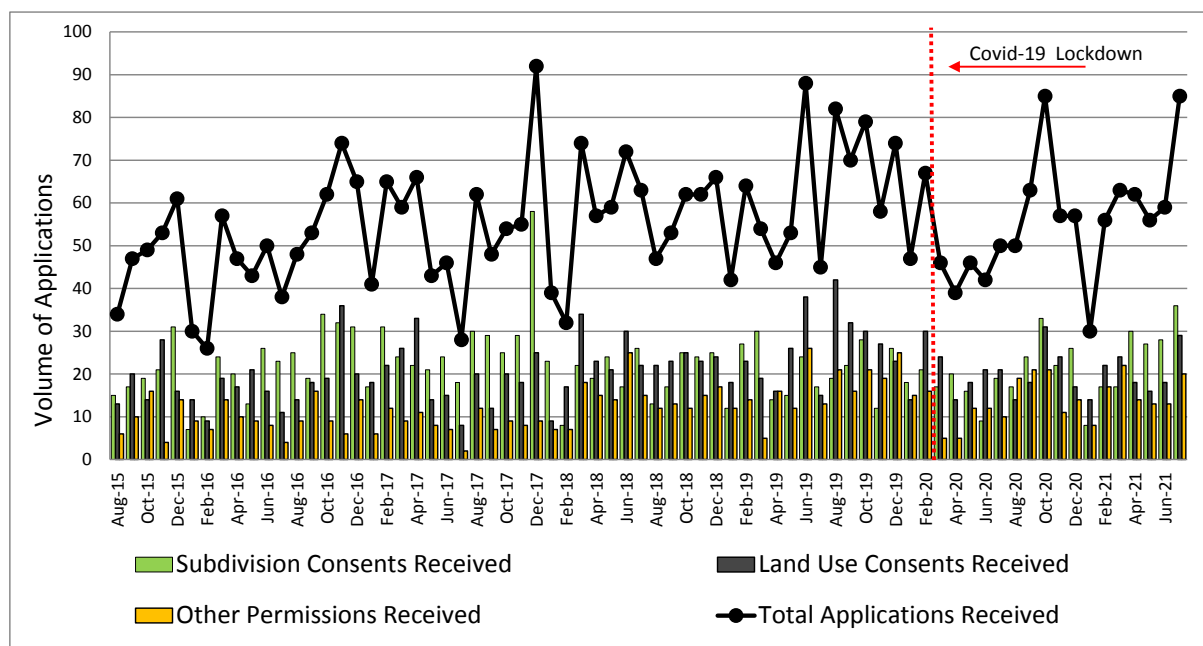
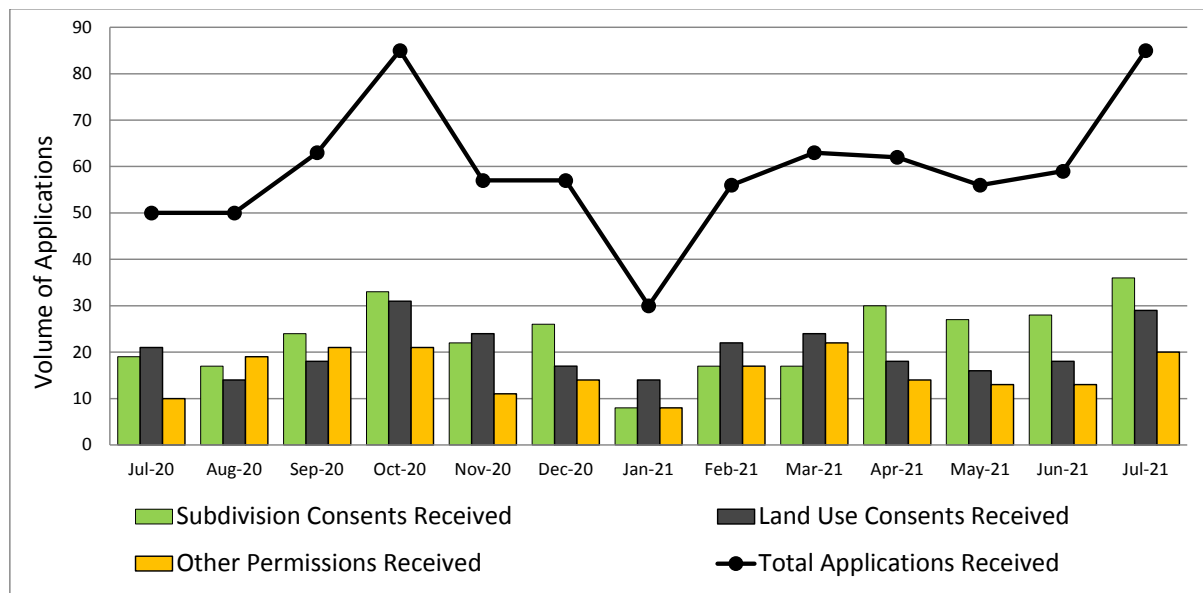
HBA is required to be completed by July 2021 for a housing capacity assessment only, not a business land capacity assessment.

Staff and MRCagney have developed a Housing Capacity and Feasibility Tool and a Business Capacity Tool to assess the capacity for housing and business development in Whangārei, respectively. An HBA has been prepared for housing and business capacity based on the findings of these tools and has been made publicly available online on the Strategies Page.

Resource Consents

Resource Consent Processing

During July 2021, 85 applications were received. This is a significant increase over February 2021 to June 2021 period when 60 was the average. This may (at least in part) be attributed to the change in Development Contribution Policy that came into effect 1 July 2021 as applicants may have held back from applying to qualify for the new reduced amounts. Applications are dominated by subdivision (36), with 29 land use applications and other 20 permissions.



Resource Consents

Significant applications received during July 2021 include a 9 lot commercial subdivision at the Marsden Primary Centre and 5 duplex residential units at Old Onerahi Road. The majority of the subdivisions are smaller scale large lot rural residential proposals.

The application for a service centre near the intersection of State Highways 1 & 15 has been publicly notified with submissions closing on 23 August 2021.

Hearings

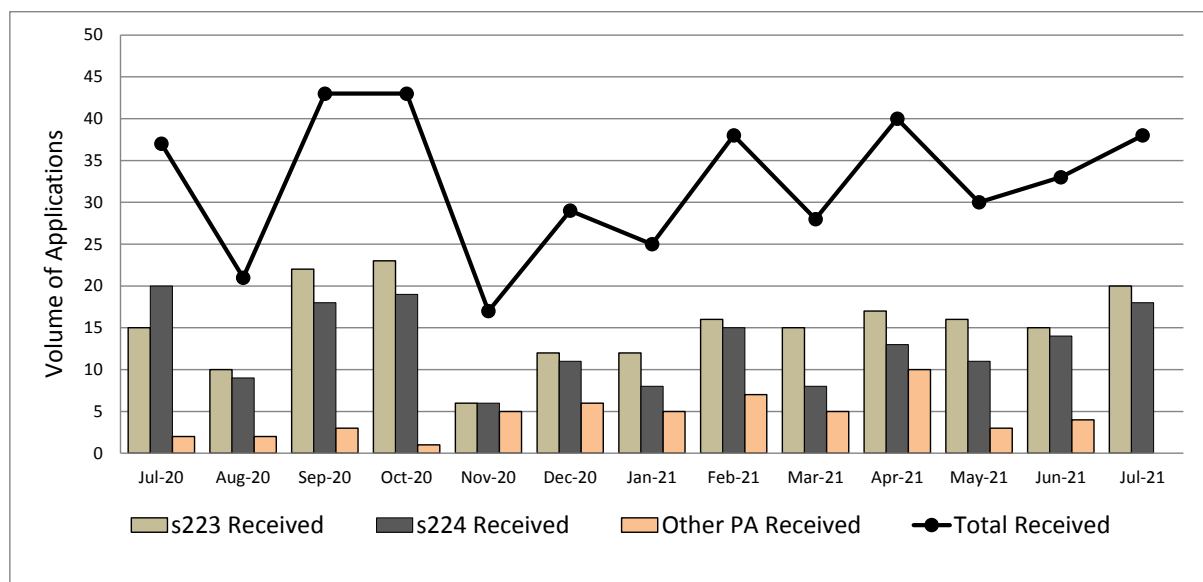
No Hearings were held during July 2021.

Appeals

There are no current appeals.

Post-Approval

It was another 'up' month for post-approval applications, with 38 applications received in July 2021. There were 20 survey plan approvals, 18 completion certificates but no other post-approval permissions over this period.



Building Department

The trend is still rising for building consent applications and the team and contractors are at capacity. For the current calendar year a forecast of over 2000 applications is now expected, which is 500 over predicted numbers.

How are we addressing this increasing volume of applications?

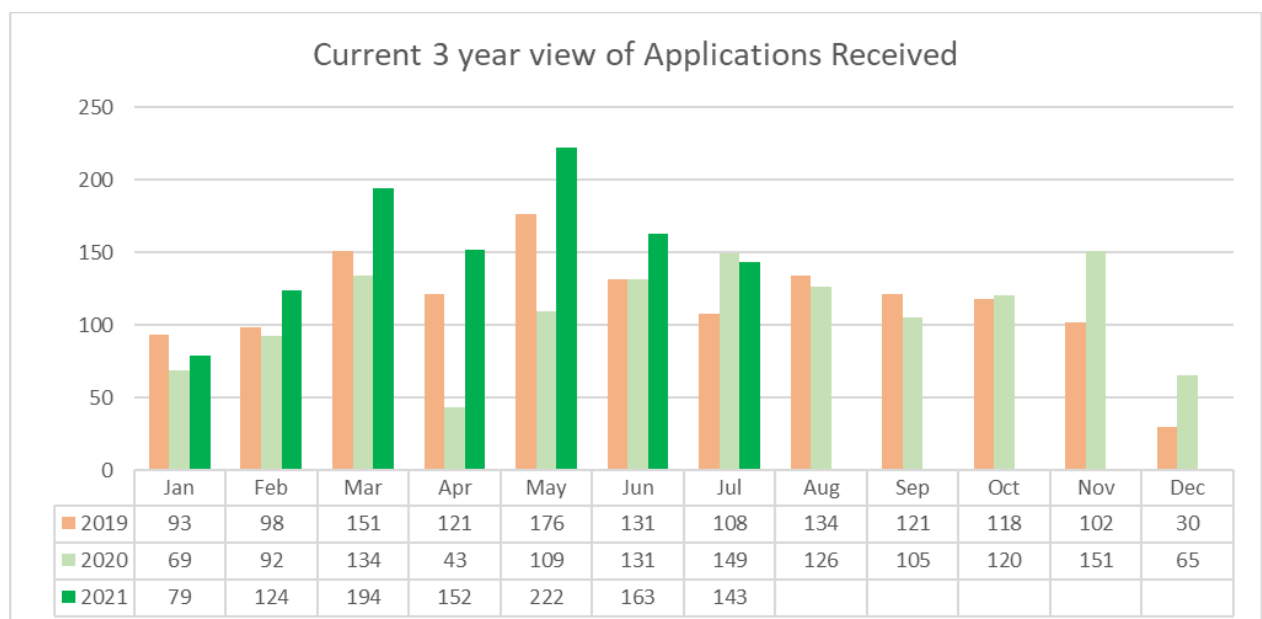
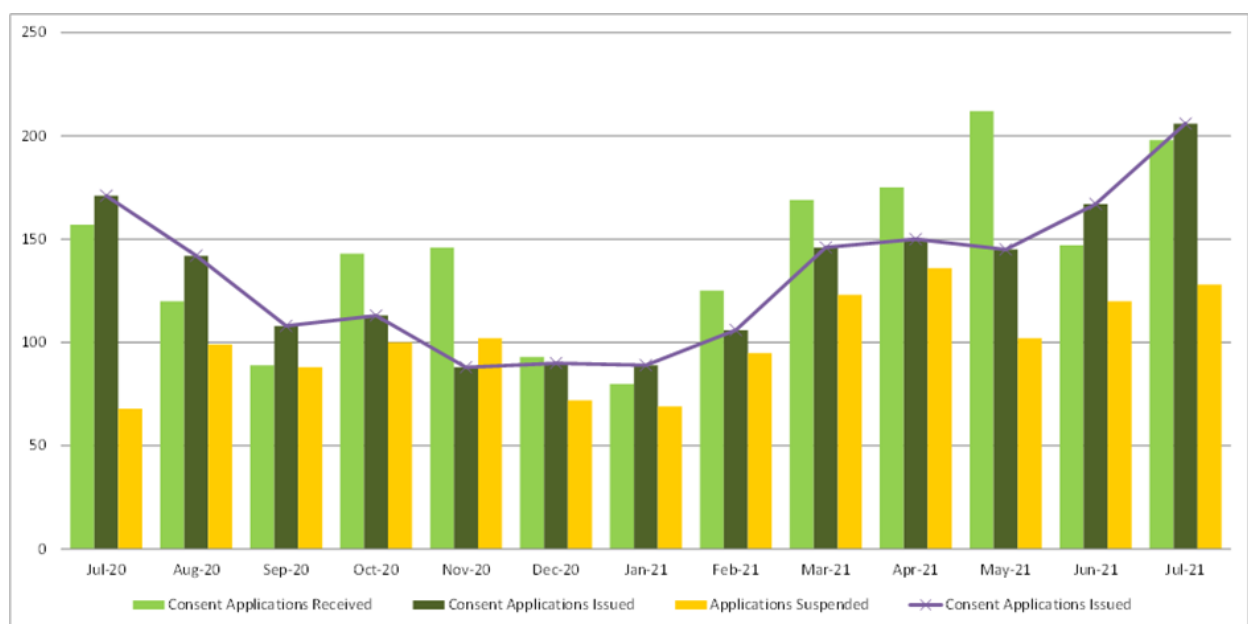
In conjunction with the results of the Andrew Minturn report, we are currently working on;

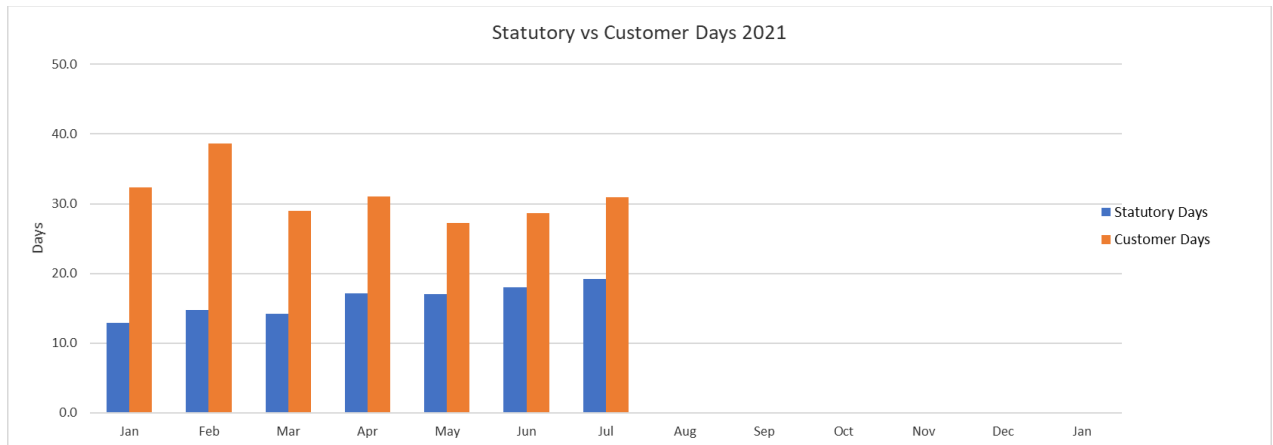
- Collaboration with the industry pre-lodgement to ensure a better quality of application is received, thus minimising the requirement for RFIs and incidence of suspension.
- Further collaboration with the industry following feedback via industry meeting around communicating timeframes. An allocation programme for the consent backlog has been planned and this will be communicated with applicants.
- Securing a panel of contractors to process consents, rather than just relying on one contractor with limited capacity.
- Further upskilling our in-house team by exploring opportunities to be part of Auckland's BCA training scheme for intensive learning. Two members of staff are currently booked on this course.

- Utilising skills of staff in other areas (eg Customer Services) to offer help in various ways to the Processing Team. This also includes a temporary secondment from RMA Consents into our Inspection Booking team.
- Adopting the Alpha One system used by many New Zealand local authorities, to improve our longer term efficiency.

Performance Indicators			
		July	Year's Average to Date
Building Consents Granted	Issued 20 Days (statutory)	47%	47%
LIMs	% within 10 days (statutory)	100%	100%

1 year view of consents status





Alpha One

The adoption of the Alpha One processing software is progressing with a go live date planned for Monday 30 August 2021.

This system provides a specialised customer friendly digital portal for Building Consent applications and uploading of relevant information throughout the consenting and inspection process. Once consent has been loaded and accepted, customers can track the progress of their application via their own “dashboard”, right through to issuing of CCC.

Initial introduction of the system has taken place with key Building staff during May 2021. There is some TechOne integration work being undertaken now and then further staff training through July 2021 and August 2021. There is a communications plan to ensure we inform the public and users of the changes to our system and a customer training evening planned for 31 August 2021. This was discussed at our recent Industry meeting on 28 July 2021.

Staffing

Paul Cook, our previous Building Control Manager left WDC on 14 May 2021. Lesley Ashcroft, Customer Services Manager is acting in this position until a new Manager is recruited. The role is now being advertised.

Caroline Wilson, Team Leader, Building Support has also left our employ. There have been structural changes and the revised roles position descriptions are currently being written. Mark Murray, Team Leader, Building Consents retired on 23 July 2021. Interviews are currently underway.

We are currently under pressure with resourcing as well as volume of work. Skills shortages in the entire sector paired with increasing remuneration packages (particularly in central government) are compounding our challenges with finding qualified personnel.

Health and Bylaws

Environmental Health

The annual 2021/22 yearend statistics for Environmental Health are provided separately to this report and are compared with the year prior (2019/20).

Bylaws

General matters

1 July 2021 has seen the rollover of the Regulatory Services Contract Council has with Armourguard for one final year, together with the implementation of the earlier approved service enhancements (additional resources), which are expected to greatly assist in achieving better, proactive compliance, especially in the Animal Control and Parking Enforcement spaces.

The annual 2021/22 yearend statistics for the Regulatory Services provided by Armourguard are provided separately to this report and are compared with the year prior (2019/20).

Strategy

Corporate Planning

LTP 2021 – 2031 - Letters to all submitters have now been sent out detailing the key changes that were made following adoption on 24 June 2021. Debrief sessions will commence with each workstream over the course of the next month; with a report produced to document lessons learned for future LTPs. At the time of writing the Corporate Planning Steering Group were undertaking a review and to confirm next steps required for an LTP Amendment and public consultation on the Oruku Landing Conference Centre. This Amendment is based on CIP agreeing to move the stated deadline of 30 September 2021 so that staff can meet statutory timeframes for consultation and Audit New Zealand. Elected Member LTP Induction documentation will be produced (as draft) following the debriefs as part of the continuous innovation that is being worked on for future iterations of the LTP.

Residents Survey - Work has begun to review the measures and questions for the next quarterly Residents Survey, which will commence 2021 – 2022. Results from the Residents Survey 2020 – 2021 have been received and will be distributed to Council for review in September 2021.

Annual Report 2020 – 2021 - The non-financial work and reporting on performance measures required for the AR is currently underway. Audit will review all information post 18 August 2021 with final adoption due in September 2021.

Housing

Staff are engaged in a multi-disciplinary response through an initiative known as Whai Kainga which is a multi-agency approach to address housing concerns in Northland. The membership of this group consists of local /regional authorities, government agencies, and iwi partner representatives.

Whai kainga will provide thought leadership, advocacy, advice and to influence central government and stakeholders on key issues and opportunities relating to homes and community wellbeing. It will maintain oversight of the response to housing needs and agree focus areas that will accelerate the pace and scale of sustainable housing solutions for Te Tai Tokerau. Among other objectives, this group will provide leadership and work collectively to maximise the efficient and effective use of resources to implement agreed strategies. It will identify and connect people and projects to work efficiently and effectively with other key partners and stakeholders in the region and ensure staff in respective agencies are working collaboratively with others to achieve agreed strategies.

Bylaw review programme

A Council briefing covering the Animals Bylaw was held on 26 May 2021. Feedback received from this briefing included agreement to proceed with the review of the Animals Bylaw. Staff are working through options to inform the statement of proposal, which will be including proposals for cat management. The review of the Class 4 Gambling Policy and

Board Venue Policy has been finalised at the Council meeting on 22 July 2021. Consultation on the Trade Waste Bylaw will begin on 4 August 2021.

Placemaking Programme

At the time of writing the third and final round of community engagement for the Tikipunga and Hikurangi Placemaking Plans is currently underway and is live until 18 August 2021. Staff will present the feedback received from the final round of engagement at a Council briefing 1 September 2021. Initial contact with key community groups in the next two Placemaking Plan locations, Parua Bay and Waipu, will be made in August.

Waterfront

A second round of engagement for the draft Waterfront Precinct Plan closed on 30 June 2021. Staff are working through the feedback and will present this to Council at a briefing on 1 September 2021. Staff are also working with hapū and two Whakaaro sharing hui will be held for hapū/hapori Maori.

Growth Strategy

Council has received a revised Maori outcomes report prepared by Puawai Kake with the support of Te Huinga. Final changes are being made to the draft Growth Strategy. This will be presented to Te Karearea in August and for adoption at a Council meeting on the 23 September 2021.

Climate Adaptation Te Taitokerau

The Climate Change Te Taitokerau working party of staff are currently reviewing the draft Te Taitokerau Climate Adaptation Strategy. The draft strategy and recommended actions will be distributed to the members of the Joint Climate Change Adaptation Standing Committee by the 6th August, ahead of the workshop with the Joint Climate Change Adaptation Standing Committee on the 9th August 2021.

There will be time for revisions recommended by the joint committee to be made before the meeting on 30 August 2021 where the Joint Climate Change Adaptation Standing Committee will formally make a decision enabling the CATT staff to then present to each respective Council seeking the strategy's adoption.

Additional components of the CATT programme of work will be put forward for approval later in the year (i.e. coastal community profiles, adaptation toolbox, engagement framework). The community adaptation planning programme of work for coastal communities is one of the components that will be developed later. It is expected that it will take three years on average to complete each community adaptation planning process.

Draft Climate Action Plan

Public feedback on the Draft Climate Action Plan has closed. 140 items of feedback were received. This has been summarised into a report which will be shared with Te Huinga and Council for feedback and direction on any further changes in response to the feedback. As part of this work, staff have been gauging opportunities for alignment and collaboration where matters raised in submissions are also raised in LTP submissions and addressed in specific LTP responses such as Hikurangi Repo and the flood protection scheme.

Whenua Maori Expo

Staff have been collaborating with Te Puni Kokiri, the Maori Land Court and the other Northern councils to run a series of events to:

- To improve landowner and local government engagement around Whenua Māori development; and
- To support owners of Maori Land to have access to local government information and staff that affect their land.

Te Ao Maori Decision-Making Framework

Whangarei District Council, on behalf of the Climate Adaptation Te Taitokerau, is investigating the development of a Te Ao Māori Decision-Making Framework. The Framework will assist Council staff on how to consider Te Ao Māori principles and values when responding to climate change. This will be relevant to all areas of Council operations including the following key areas: infrastructure strategy and planning, and district council policies and plans that respond to development and growth.

Staff have presented the project to Te Huinga, Te Karearea and Maori Technical Advisory Group of NRC. The stages of the project and the anticipated timeframes are noted below:

Stage	Date
Phase 1 – Draft Framework Development	July 2021
Phase 2 Engagement & Wananga	August to October
Phase 3 Consultation Summary & Analysis	November
Phase 4 Report & Deliverables	December to March 2022

Wananga – Te Karearea

Staff are supporting the planning for a wananga for members of Te Karearea to build an understanding of Te Ao Maori amongst members.

Māori Relationships

Democracy & Assurance

Democracy Team

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

Representation Review

Consultation on the Initial Proposal adopted by Council on 24 June 2021 closed on 30 July 2021. Submission hearings will be held on 17 August 2021 with the Final Proposal set to be adopted on 7 September 2021.

Mayor's Office

The Mayor's office is progressing collation of Councils memorabilia register. Recording has been completed in both main buildings in preparation for the move to the civic centre next year, although there is potential for further items to be found/given to Council over the next 12 months. Some of the labelling has been carried out on pieces where labels can be hidden from view.

Citizenship ceremonies are back on for the remainder of the year, this is with assistance from the venue and events team. The third ceremony for 2021 is on 27 August 2021. Council usually have around 40 Citizens plus 90 guests at each citizenship ceremony.

The civic honours nomination process has been completed, recipients have been selected by Council and ratified. Surprise visits have been carried out and even planning is underway for the ceremony on 3 September 2021.

There is discussion about whether the Senior Citizens Concert should/will go ahead this year and the team and considering all options along with gathering feedback from the senior community.

Assurance Team

The main focus for July for assurance has been around managing insurance claims and work has begun on the insurance renewal for all of the material damage and infrastructure insurance policies. This is due to be completed by the end of August 2021 for a November 2021 renewal.

Other assurance activities are on hold until new recruits are in place to fill vacant positions.

Council Controlled Organisations

The following Statements of Intent went to their respective Committee's in July 2021;

- Northland Regional Landfill Limited Partnership;
- Hatea Art Museum Trust (formally Whangarei Art Museum Trust)
- Local Government Funding Agency.

Official Information Requests

25 requests were received in July 2021, and 173 have been received during 2021. The July 2021 requests related to the following topics:

- Freedom camping and parking infringements
- Dog attack files
- Use of parks – Jubilee Park and Gomez Park
- Northland Emergency Services Trust
- Proposed toilets at Matapouri Bay
- Sustainable solvents
- Property information and noise complaints
- Friendly Relationship Agreement between Council and Haikou City
- Bridges in the Whangarei District
- Councillor entries onto the gift register
- Council contractors
- Rates
- Vegetation clearance

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.