

# Strategy, Planning and Development Committee Agenda

**Date:** Thursday, 17 October, 2024

**Time:** 9:00 am

**Location:** Civic Centre, Te Iwitihi, 9 Rust Avenue

**Elected Members:** Cr Ken Couper (Chairperson)  
Cr Scott McKenzie (Deputy Chairperson)  
His Worship the Mayor Vince Cocurullo  
Cr Gavin Benney  
Cr Nicholas Connop  
Cr Jayne Golightly  
Cr Phil Halse  
Cr Deborah Harding  
Cr Patrick Holmes  
Cr Marie Olsen  
Cr Carol Peters  
Cr Simon Reid  
Cr Phoenix Ruka  
Cr Paul Yovich

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

<b>1. Declarations of Interest / Take Whaipānga</b>	
<b>2. Apologies / Kore Tae Mai</b>	
<b>3. Confirmation of Minutes of Previous Strategy, Planning and Development Committee Meeting / Whakatau Meneti</b>	
3.1 Minutes Strategy, Planning and Development Committee 19 September 2024	7
<b>4. Decision Reports / Whakatau Rīpoata</b>	
4.1 New Private Access Road Name – RMA Consents – Roberts Limited – SD2100154	13
4.2 New Private Rights of Way Naming – RMA Consents – Morgan – SD1700132	21
<b>5. Information Reports / Ngā Pūrongo Kōrero</b>	
5.1 Plan Change 2 – General Amendments – Update following close of submissions	37
5.2 Whangārei District Airport Annual Report to 30 June 2024	41
5.3 Operational Report – Strategy, Planning and Development October 2024	89
<b>6. Public Excluded Business / Rāhui Tangata</b>	
6.1 Regulatory Overview	
<b>7. Closure of Meeting / Te katinga o te Hui</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**

<b>Chairperson</b>	Councillor Ken Couper
<b>Deputy Chairperson</b>	Councillor Scott McKenzie
<b>Members</b>	His Worship the Mayor Vince Cocurullo Councillors Gavin Benney, Nicholas Connop, Jayne Golightly, Phil Halse, Deborah Harding, Patrick Holmes, Marie Olsen, Carol Peters, Simon Reid, Phoenix Ruka and Paul Yovich

**Meetings** Monthly

**Quorum** 7

### **Purpose**

To oversee planning, monitoring, education 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
- Building Control
  - Property Information and Land Information Memoranda
  - Consents and inspections
  - Monitoring and compliance
- Resource Consents
  - Subdivision, land use and development control
  - Development contributions
  - Monitoring and compliance
- District Plan
  - Plan changes
  - District Plan administration

- Strategic Planning
  - Place based strategies (city centre), functional strategies (climate change)
  - Climate Adaptation
  - Growth planning
  - Urban design
  - Strategic alignment of infrastructure
  - Reporting strategic trends and analysis
- Economic Development
  - District marketing and promotions
  - Developer engagement
- Marinas
- Airport
- Forestry
- Operational accountability of performance including:
  - Health and Safety
  - Regular reporting on service delivery
  - Compliance
  - Sustainability
  - Finance
- Reporting on capital projects.
- Operational reporting for the Strategy and Democracy and Planning and Development groups within Council where their functions are not covered by other Committees.
- 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
  - quarterly reporting on performance

**CCO accountable to this committee:**

- Whangarei District Airport – CCO

**Delegations**

- (i) All powers necessary to perform the committee's responsibilities, including, but not limited to:
  - a) the 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) 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).
  - f) 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.

**The Committee does not have:**

- i. The power to establish sub-committees.
- ii. The powers Council is expressly prohibited from delegating as outlined in Clause 32(1)(a)-(h) of Schedule 7 of the Local Government Act 2002; being:
  - the power to make a rate
  - the power to make a bylaw
  - the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan
  - the power to adopt a long-term plan, annual plan or annual report
  - the power to appoint a chief executive the power to adopt policies required to be adopted and consulted on under the Local Government 2002 in association with the long-term plan or developed for the purpose of the local governance statement
  - the power to adopt a remuneration and employment policy.



## Strategy, Planning and Development Committee Meeting Minutes

**Date:** Thursday, 19 September, 2024  
**Time:** 9:00 a.m.  
**Location:** Civic Centre, Te Iwitihi, 9 Rust Avenue

<b>In Attendance</b>	<b>Cr Ken Couper (Chairperson)</b> <b>Cr Scott McKenzie (Deputy Chairperson)</b> <b>His Worship the Mayor Vince Cocurullo</b> <b>Cr Nicholas Connop</b> <b>Cr Phil Halse</b> <b>Cr Deborah Harding</b> <b>Cr Patrick Holmes</b> <b>Cr Marie Olsen</b> <b>Cr Carol Peters</b> <b>Cr Simon Reid</b> <b>Cr Phoenix Ruka</b>
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<b>Not in Attendance</b>	<b>Cr Gavin Benney</b> <b>Cr Jayne Golightly</b> <b>Cr Paul Yovich</b>
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<b>Scribe</b>	<b>D Garner (Democracy Adviser)</b>
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### 1. **Declarations of Interest / Take Whaipānga**

Item 6.1 Marina Updates.

### 2. **Apologies / Kore Tae Mai**

Cr's Gavin Benney, Jayne Golightly and Paul Yovich.

**Moved By** Cr Deborah Harding

**Seconded By** Cr Nicholas Connop

That the apologies be sustained.

**Carried**

*Cr Olsen requested her vote against the apology received from Cr Golightly be recorded.*

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

**3.1 Minutes Strategy, Planning and Development Committee 15 August 2024**

**Moved By** Cr Scott McKenzie

**Seconded By** Cr Phoenix Ruka

That the minutes of the Strategy, Planning and Development Committee meeting held Thursday 15 August 2024, having been circulated be taken as read and now confirmed and adopted as a true and correct record of proceedings of that meeting.

**Carried**

**4. Decision Reports / Whakatau Rīpoata**

**4.1 New Private Access Name – RMA Consents – Housing New Zealand – SL2400008**

**Moved By** Cr Deborah Harding

**Seconded By** Cr Scott McKenzie

That the Strategy, Planning and Development Committee:

1. Approve the name of the private access (Lot 100) off Balmoral Road as Kotaiha Lane.

**Carried**

**4.2 New Public Road Name – RMA Consents – Roberts Family Trust – SD2100198**

**Moved By** Cr Phil Halse

**Seconded By** Cr Scott McKenzie

That the Strategy, Planning and Development Committee:

1. Approve the name of the new public road (Lot 100) off The Braigh as Robert Bruce Place.

**Carried**

*His Worship the Mayor joined the meeting at 9:04am during Item 4.2.*

*Cr Harding requested her abstention from voting on the motion be recorded.*

#### **4.3 Placemaking Programme Update – September 2024**

**Moved By** His Worship the Mayor

**Seconded By** Cr Nicholas Connop

That the Committee:

1. Approves the following changes to the Placemaking Programme
  - a. Raumanga/Otaika to be the next location for the Placemaking Programme to be undertaken; and
  - b. Marsden/Ruakākā to be the subsequent location for the Placemaking programme.

**Carried**

#### **4.4 Insertion of Housing Bottom Lines into the Whangārei District Plan**

**Moved By** Cr Scott McKenzie

**Seconded By** Cr Carol Peters

That the Council or Committee:

1. Approves the insertion of the Housing Bottom Lines into the Whangārei District Plan as drafted in Annex 1 to give effect to the requirements of Section 55(2) and 55(2A)(a) of the RMA and notes Housing Bottom Lines represent the minimum amount of residential development capacity that Council must make available to respond to anticipated growth requirements, plus a competitiveness margin.
2. Approves the publication of a Public Notice advising of these changes to the District Plan in accordance with the requirements of Section 55(2A)(b) of the RMA.

**Carried**

#### **4.5 Dog Control Policy and Practices - Annual Report 2023 to 2024**

**Moved By** His Worship the Mayor

**Seconded By** Cr Nicholas Connop

That the Strategy, Planning and Development Committee adopts the Whangārei District Council Annual Report on Dog Control Policy and Practice for 2023/2024.

**Carried**

## 5. Information Reports / Ngā Pūrongo Kōrero

### 5.1 Update on Plan Change 1 - Natural Hazards

**Moved By** His Worship the Mayor

**Seconded By** Cr Nicholas Connop

That the Strategy, Planning and Development Committee notes the update.

**Carried**

*Cr's Halse and Reid requested their votes against the motion be recorded.*

### 5.2 Operational Report - Strategy, Planning, and Development September 2024

**Moved By** Cr Scott McKenzie

**Seconded By** Cr Phoenix Ruka

That the Strategy, Planning and Development Committee notes the Strategy and Democracy and Planning and Development Operational reports for September 2024.

**Carried**

## 6. Public Excluded Business / Rāhui Tangata

**Moved By** Cr Carol Peters

**Seconded By** Cr Marie Olsen

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:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution



1.1 Marina Updates	Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
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This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public, are as follows:

Item	Grounds	Section
1.1	To enable Council to carry on without prejudice or disadvantage commercial activities.	S7(2)(h)
	To enable Council to carry on without prejudice or disadvantage negotiations (including commercial and industrial negotiations).	S7(2)(i)

**Carried**

## **7. Closure of Meeting / Te katinga o te Hui**

The meeting concluded at 10:25am.

Confirmed this 17<sup>th</sup> day of October 2024

Cr Ken Couper (Chairperson)



## 4.1 New Private Access Road Name – RMA Consents – Roberts Limited – SD2100154

**Meeting:** Strategy, Planning and Development Committee  
**Date of meeting:** 17 October 2024  
**Reporting officer:** Ricardo Zucchetto – RMA Post Approval Officer

### 1 Purpose / Te Kaupapa

To name a new 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 / Whakataunga

That the Strategy, Planning and Development Committee:

1. Approve the name of the private access off State Highway One, Waipu as Maggies Lane.

### 3 Background / Horopaki

A road naming application has been received to satisfy conditions of a subdivision for CD & AM Roberts Limited to name a new private access off State Highway One, Waipu. The proposed names are considered in accordance with Council's Road Naming Policy 2009.

The applicant supplied the following names:

- Maggies ~~Way~~ Lane – “Margaret” which sailed from St. Ann’s, Cape Breton, to Waipu in 1853. One of the previous owners of the land was one of the principal backers in constructing the Margaret. There is already an existing Margaret Lane in close proximity, therefore it is suggested to shorten to Maggies.
- Fraser Lane – The land was owned by John Fraser back in 1871. He was one of the principal backers of the Margaret that sailed from St. Ann’s.
- Sunflower Lane – The subdivision layout is similar in design to a sunflower, and sunflowers are grown on the property with maize.

### 4 Discussion / Whakawhiti kōrero

No consultation was undertaken as the developer owns the land.

No Māori road names were proposed and mana whenua consultation was not sought by the developer. This is not a requirement of the current policy.

### 5 Significance and engagement / Te Hira me te Arawhiti

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 / Ngā Tāpiritanga**

1. Road Naming Application
2. Location Name Map

## Application for Road Naming

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

### Points to remember when making an application

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

### Important Considerations

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

Last name Roberts

Postal address 3930 State Highway 1, RD2, Waipu, 0582

Best day-time phone number \_\_\_\_\_ Mobile 027 4649626

Email cdam.roberts@xtra.co.nz

### Resource Consent Details

Resource Consent application number SD2100154

### Agent Details

Name of Agent Michele Morine Agent ref 10115

Agent postal address \_\_\_\_\_

Best day-time phone number 0224063522 Mobile \_\_\_\_\_

Email michele@landsandsurvey.co.nz

## Proposed Road Name Details

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

☐ Public

☒ Private

### Proposed road name 1

Maggies Way

Reason

Margaret which sailed from St. Ann's, Cape Breton, to Waipu, in 1853.

in which the previous owner of the land was one of the principal backers

in constructing of the Margaret. There is a Margaret Lane, Langs Beach,

therefore it is suggested to shorten Margaret to Maggies.

### Proposed road name 2

Fraser Lane

Reason

The land was owned by a John Fraser back in 1871, as shown on the

attached plan. He was one of the principal backers in constructing the

Margaret which sailed from St. Ann's, Cape Breton to Waipu.

### Proposed road name 3

Sunflower Lane

Reason

The subdivision is similar in design to a sunflower, and sunflowers are

grown on the property along with mazie.

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



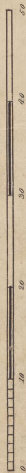
*A Survey of Settlement*

in the

WAIPU BLOCK

*The property of John Fraser Esq.*

SCALE 10 CHAINS TO ONE INCH



Supposed quantity	367.0.0
Deficiency	347.0.0
	20.0.0

*John Fraser Esq.*

BL: II

WAIPU



*William Fraser Esq.*  
January 10<sup>th</sup> 1871

*Note* The boundaries shown above differ 30' from any instrument from what they are 7 years ago. This is consistent with the settlement, and the adoption of the new bearings will not disagree with the survey of the plan.

*W. Fraser*

36

117A



**Amalgamation Covenant:**

That the owners of Lot 10 hereon and Lot 2 DP 536742 (890795), and Part Allot 8-9 (NA557/92 Ltd), Part Allot 8 (NA 557/93 Ltd), Part Allots 8&9 (NA 557/94 Ltd) and Part Allot 8 (NA 557/84 Ltd) have entered into an amalgamation covenant pursuant to section 220 (2) (a) of the Resource Management Act 1991.

100 yr flood line

50 yr flood line

Edge of old river boundary from DCDB

Note: New river boundary based on lidar contours

Stock crossing to be allowed in easement documentation

Indicative 25m x 25m Development Platform

Indicative 750m<sup>2</sup> Wastewater disposal & reserve area

Augerhole Locations (approximate)  
HA01 Wilton Joubert Limited, 19 March 2020

Amenity and softening planting

Bush buffer planting

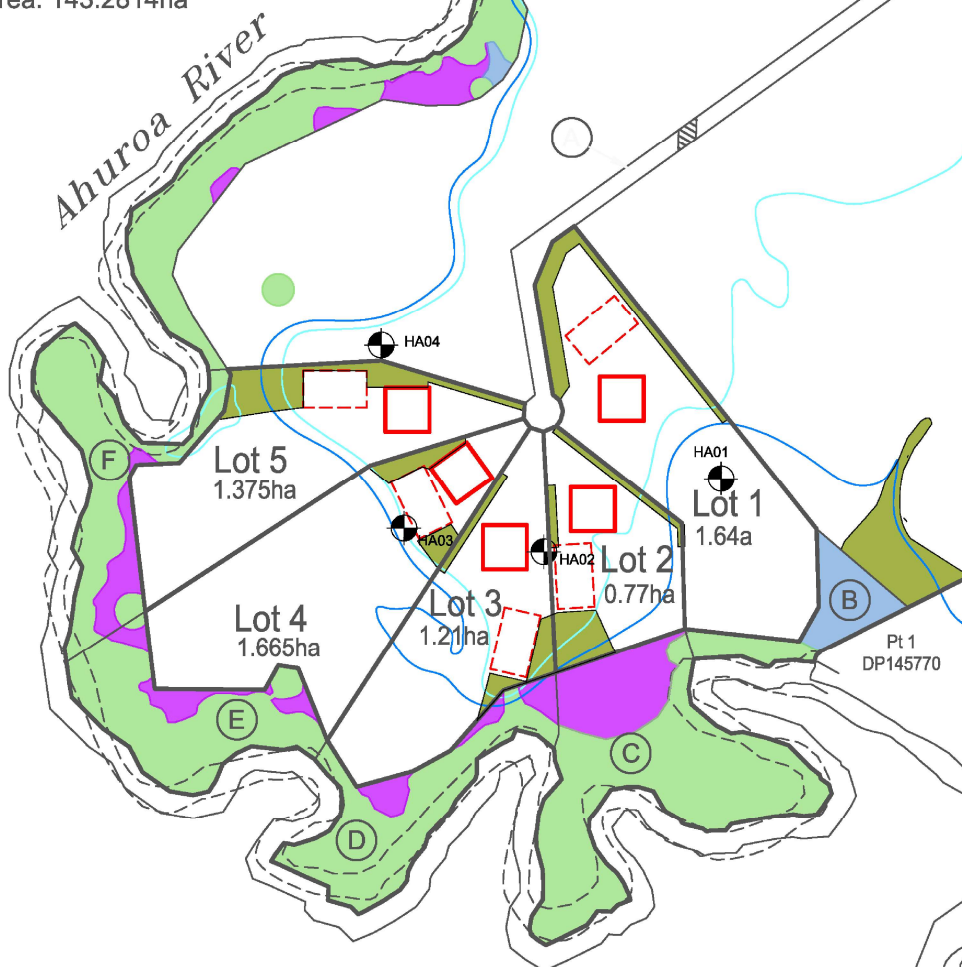
Riparian buffer planting

Native bush

Areas and distances are approximate only  
and subject to survey

Consisted in:  
CT NA88C/22 Ltd, NA557/92 Ltd,  
NA557/93 Ltd, NA557/94 Ltd,  
NA557/84 Ltd & 890795 Ltd

Total Area: 143.2814ha

**PROPOSED EASEMENTS**

Purpose	Shown	Burdened Land	Benefited Land
Right of Way Electricity Telecommunications Water	(A)	Lot 10 hereon	Lots 1-5 hereon
Bush Enjoyment	(B)	Area B Lot 10	Lot 1 hereon
	(C)	Area C Lot 10	Lot 2 hereon
	(D)	Area D Lot 10	Lot 3 hereon
	(E)	Area E Lot 10	Lot 4 hereon
	(F)	Area F Lot 10	Lot 5 hereon
	(G)	Area G Lot 10	Lot 5 hereon

**PROPOSED CONSERVATION COVENANTS**

Shown	Underlying Property Description	Area (m <sup>2</sup> )
(B)	Lot 10	2850
(C)	Lot 10	12840
(D)	Lot 10	6610
(E)	Lot 10	7000
(F)	Lot 10	6810
(G)	Lot 10	31290

Prepared for  
**CD & AM ROBERTS**

SHEET

1

DRAWN MA  
DATE 30/10/23

SCALES (A3)  
1:3000

SERIES 1 of 1  
REF S-10115-N

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## Proposed Subdivision of Pt Allotment 9 Psh of Waipu



Private access to  
name

Deprecated Basemap - Eagle Technology, Land Information New Zealand,  
Kiwirail, OpenStreetMap Contributors, Whangarei District Council Land  
Information New Zealand, Whangarei District Council

#### GIS Maps Print

Monday, September 23, 2024

Scale 1:9,028

Projection: NZGD2000 / NZTM 2000

Original Sheet Size 210x297mm





## 4.2 New Private Rights of Way Naming – RMA Consents – Morgan – SD1700132

**Meeting:** Strategy, Planning and Development Committee

**Date of meeting:** 17 October 2024

**Reporting officer:** Ricardo Zucchetto – RMA Post Approval Officer

### 1 Purpose / Te Kaupapa

To name four (4) private right of way in the Whangarei district to assign unique addresses for properties to be readily locatable by emergency service responders and service delivery providers.

### 2 Recommendations / Whakataunga

That the Strategy, Planning and Development Committee:

1. Approve the name of the main right of way off Paranui Valley Road as Te Wai Place.
2. Approve the name of the right of way “M” off Paranui Valley Road as O Pukeko Way.
3. Approve the name of the right of way “G” off Paranui Valley Road as O Awa Toka Way.
4. Approve the name of the right of way “I” off Paranui Valley Road as O Waikata Way.

### 3 Background / Horopaki

A road naming application has been received to satisfy conditions of a subdivision for Fred Morgan to name several private rights of way off Paranui Valley Road, Tikipunga. The proposed names are considered in accordance with Council’s Road Naming Policy 2009.

The applicant supplied the following names:

- Te Wai Place – The waters.
- Wai-whakaata Place – Reflecting waters
- Waitanguru Place – Rapid rushing water.
- O Pukeko Way – Place of the Pukeko.
- Manu kaka Way – Strong bird.
- Manu Waiata Rise – Singing bird.
- O Awa Toka Way – Rocky stream.
- Totaranui Way – Big or many Totara.
- Kaikoura Way – Eat crayfish.
- O Waikata Way – Laughing waters
- Mangatuna Place – Eel stream.
- Otehiwai Pace – Place of springing up of water (NB: this name is now unavailable).

#### **4 Discussion / Whakawhiti kōrero**

No consultation with any neighbouring properties was required as the developer owns the land.

The developer liaised with Mike Kake on the proposed road names and sought feedback from Ngāti Kahu o Torongare, who did not reply.

#### **5 Significance and engagement / Te Hira me te Arawhiti**

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 / Ngā Tāpiritanga**

1. Road Naming Application
2. Location Name Map

## Application for Road Naming

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

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### Important Considerations

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### 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) Freddrick Arnold

Last name Morgan

Postal address 11 Munro Place  
RD3 Whangarei 0173

Best day-time phone number \_\_\_\_\_ Mobile 020 4078 4266

Email fredmo022@gmail.com

### Resource Consent Details

Resource Consent application number SD1700132.05

### Agent Details

Name of Agent Su Mei Li Morgan Agent ref \_\_\_\_\_

Agent postal address 107 Paranui Valley Road, Tikipunga, Whangarei 0112

Best day-time phone number \_\_\_\_\_ Mobile 0223177282

Email apsnmorgan@gmail.com

## Naming of the Right of ways

### Background

The proposed and preferred names in Te Reo reflect our desire for a theme based on the natural features of the landscape while highlighting its cultural and historical significance.

The naming of the access ways acknowledges the sacred entity of water, not only physically but spiritually. Historically water was reflected in the many sacred rituals used where water was the function of bringing forth life, spiritual cleansing and healing. The relationship and diversity of the water ways are considered a taonga reflecting a multitude of life forms.

The main access way (Right-of-ways C, E, T, H, and X) from Paranui Valley Road follows through to mature groves of totara and some native bush with surrounding boundaries bordering the Hatea river.

Three smaller access ways (Right-of-way G, Right-of-way I, and Right-of-way M) branch off to springs and rocky streams of water - a natural habitat for tuna, fresh water koura and Pukeko who forage the flats.

Three names for each access way are provided below along with their translation in English. The following pages provide the rationale for each name, the map for each access way and evidence of the consultation under taken.

Names for Right-of-way C, E, T, H, and X

- **Te Wai Place = The waters (Option 1)**
- Wai-whakaata Place = Reflecting waters (Option 2)
- Waitanguru Place = Rapid rushing water (Option 3)

Names for Right-of-way M

- **O Pukeko Way = Place of the Pukeko (Option1)**
- Manu kaha Way = Strong bird (Option 2)
- Manu Waiata Rise = (Singing bird) (Option 3)

Names for Right-of-way G

- **O Awa Toka Way = rocky stream (Option 1)**
- Totaranui = Big or many Totara (Option 2)
- Kaikoura Way= Eat crayfish (Option3)

Names for Right-of-way I

- **O Waikata Way = laughing Waters (Option1)**
- Mangatuna Place = Eel Stream. (Option 2)
- Otehiwai Place = Place of springing up of water (Option 3)

CAUTION:  
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REYBURN & BRYANT LIMITED. DO NOT SCALE OFF DRAWINGS.  
DESIGNED & REVIEWED BY: AARON HAROLD

NOTE:  
1. ALL WORK TO COMPLY WITH THE WHANGAREI DISTRICT COUNCIL'S  
WDC ENVIRONMENTAL ENGINEERING STANDARDS 2022 (EES 2022).  
2. ALL WORK TO COMPLY WITH THE CONTRACTOR'S APPROVED HEALTH &  
SAFETY MANUAL AND THE CURRENT HEALTH & SAFETY LEGISLATION.  
3. ALL WORK TO COMPLY WITH NZS 4404 AND TO BE CONSTRUCTED TO THE  
SATISFACTION OF THE WDC.  
4. THE CONTRACTOR IS TO ENSURE ALL INSPECTIONS ARE COMPLETED IN  
TERMS OF THE EES 2022 (CLAUSE 1.6.3.1) AND THE WDC ENGINEERING  
PLAN APPROVAL LETTER.  
5. THE CONTRACTOR MUST PROTECT, REINSTATE AND/OR REPAIR DAMAGE  
TO THE EX. SERVICES AND ROADS. REFER EES 2022 (CLAUSE 1.6.3.1).  
6. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING ALL EXISTING SERVICES  
PRIOR TO COMMENCING ANY SITE WORK.  
7. CONTRACTOR MUST BE LICENSED TO WORK ON PUBLIC MAINS.  
8. ALL WORK ON LIVE SEWER INCLUDING CONNECTIONS TO BE DONE BY  
COUNCILS W & D APPROVED CONTRACTORS ONLY.  
9. SEWER & WATER CONNECTIONS ARE TO BE MARKED AS PER EES 2022  
(CLAUSE 6.2.1.2) & 6.2.1.1.  
10. ALL SERVICES TO HAVE ADDITIONAL BACKFILL UNDER CARRIAGEWAYS.  
11. ALL FILL TO BE COMPACTED IN ACCORDANCE WITH NZS4901.  
12. THE CONTRACTOR MUST PROVIDE REYBURN AND BRYANT WITH  
AS-BUILT INFORMATION OF ALL ASSETS INSTALLED OR CHANGED  
DURING CONSTRUCTION.

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COVER SHEET

- SHEET 1

LAYOUT DETAILS - ROW & SW

- SHEET 2 & 3

ROW C.C. & T & X

LONG SECTIONS

- SHEET 4 - 9

CROSS SECTIONS

- SHEET 10 - 14

ROW G

LONG SECTIONS

- SHEET 15

CROSS SECTIONS

- SHEET 16 & 17

ROW L

LONG SECTIONS

- SHEET 18 & 19

CROSS SECTIONS

- SHEET 20 & 21

ROW M

LONG SECTIONS

- SHEET 22

CROSS SECTIONS

- SHEET 23

LAYOUT DETAILS - SEWER

- SHEET 24 - 27

LONG SECTIONS

- SHEET 28 - 36

WATER LAYOUT

- SHEET 37

TYPICAL DETAILS

- SHEET 38 - 40

EXISTING DRAINAGE

- SHEET 41

VEHICLE CROSSING PLANS

- SHEET 42 - 45

D

25.08.23

COUNCIL AMENDMENTS - AH/CC

C

13.06.23

POST S171.091 - AH/CC

A

14.10.22

FIRST ISSUE - AH/CC

REV

DATE

AMENDMENTS

REF. DATA:

CLIENT

FRED MORGAN

BOUNDARY ROAD, TIKIPUNGA

DESCRIPTION

LOTS 6 - 33 BEING A SUBDIVISION OF LOT 200 DP 562888

TITLE

ENGINEERING DESIGN

COVER SHEET

SCALE: 1:2500 @A3

COUNCIL REFERENCE: SD 1700132.05 & P 171904

PO Box 191, Whangarei 0140

www.reyburnandbryant.co.nz

Ph: 09 438 3563

7 Selwyn Ave, Whangarei

DRAWING REF.

PE 14331

SHEET

01 OF 45

REV

D

Section 2  
SO 453174

Approved Plans - Whangarei  
District Council RCA -  
SD1700132.05 Stage 2 to 5 -  
JF 31/08/2023

Lot 1 DP 397132  
Lot 2 DP 397132  
Lot 1 DP 95642  
Lot 1 DP 562888  
Lot 5 DP 562888  
Lot 4 DP 562888  
Lot 3 DP 562888  
Lot 6 DP 122334  
Lot 1 DP 56593  
Lot 1 DP 60910

KORAU ROAD  
BEAZLEY CRESCENT  
BOUNDARY ROAD  
TAKAHĒ STREET  
PARANUI VALLEY ROAD  
WHAREORA RD

Lot 1  
Lot 2  
Lot 3  
Lot 4  
Lot 5  
Lot 6  
Lot 7  
Lot 8  
Lot 9  
Lot 10  
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ROW T  
ROW H  
ROW G  
ROW F  
ROW E  
ROW D  
ROW C  
ROW B  
ROW A

0 5 10  
METRES - 1:2500

N

CONTRACTOR TO NOTIFY SURVEYOR  
TO ASBUILT ALL SERVICES BEFORE  
BACKFILLING TRENCHES

Date Plotted: 25/08/2023 File Path: P:\14000 - 1498H14331 - Fred Morgan Drawings Engineering Plans\PE14331 - Morgan - Rev D.dwg



## Proposed Road Name Details

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

☐ Public ☒ Private

RIGHT OF WAY C.E.T.H and X

Proposed road name 1

**Te Wai Place = The Waters**

Reason

The most common denominator and central to all features  
and Right of Way names.

Reflects the entrance and main right of way, dividing the hills and flats.

The waters are a very significant, sacred taonga held in high regard  
spiritually and culturally by Maori.

Proposed road name 2

Wai-whakaata Place = Reflecting Waters

Reason

A restorative place of spiritual and physical refreshment.

A healing place and a place of wellbeing.

Proposed road name 3

Waitanguru Place = Rapid Rushing Water

Reason

The forceful rushing waters cascading down the hill side into the streams  
below.

A powerful force during the wet season.

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





## Proposed Road Name Details

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

☐ Public

☒ Private

RIGHT OF WAY G

Proposed road name 1

**O Awa Toka Way = Rocky Stream**

Reason

Reflects the stream on the hills

A rocky stream with a supportive habitat for young eels

Proposed road name 2

Totaranui Way = Big or many Totara

Reason

Refers to the mature groves of Totara trees bordering the property and supporting the bird life

Proposed road name 3

Kaikoura Way = Eat Crayfish

Reason

Observed mainly in the slower moving streams or after heavy flooding

Although sparse in numbers, koura were once known to be abundant in the lower water ways.

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



CAUTION:

- THIS DRAWING SHOULD NOT BE AMENDED MANUALLY.
- ANY CHANGES ARE APPROXIMATE ONLY AND ARE SUBJECT TO THE SURVEYOR'S FINAL SURVEY.
- THE VENDOR & PURCHASER MUST CONTACT THE SURVEYOR IF SALE OF THE LAND IS TO BE CANCELLED OR THE LAND IS TO BE RE-DEVELOPED.
- SERVICES MUST NOT BE POSITIONED USING THIS PLAN. DO NOT SCALE OFF DRAWINGS.
- THIS PLAN IS COPYRIGHT TO REYBURN & BRYANT (NSW) LIMITED.
- THE PLAN IS FOR INFORMATION ONLY. IT DOES NOT CONSTITUTE A CONTRACT AND DOES NOT BIND THE PURCHASER OR THE VENDOR.
- SERVICES IN THE PROPOSED EASEMENT SCHEDULES ON THIS PLAN ARE TO BE DEEMED AS THE TIME OF SURVEY. THEY ARE ANTICIPATED TO INCLUDE:
  - a. EASEMENTS OVER ANY RIGHT OF WAY AREA GRANTED BY ANY OTHER PARTY TO ANY OTHER ALLOTMENT ON THIS PLAN AS REQUIRED FOR:
  - b. RIGHT TO CONVEY WATER, DRAINAGE WATER AND SEWAGE.
  - c. EASEMENTS IN CROSS OVER ANY RIGHT OF WAY AREA GRANTED BY ANY OTHER PARTY TO ANY OTHER ALLOTMENT ON THIS PLAN AS REQUIRED FOR:
  - d. RIGHT TO CONVEY ELECTRICITY & TELECOMMUNICATIONS.

PROPOSED EASEMENT SCHEDULE			
PURPOSE	SHOWN SERV.TEN.	DOM.TEN.	
ROW & SERVICES (SEE NOTE 8)	(G)	LOTS 12, 13, 15 HEREON & 16 HEREON	
EXISTING EASEMENTS IN GROSS			
PURPOSE	SHOWN SERV.TEN.	GRANTEE	
	(R)	LOT 12 NORTH-POWER LTD	
	(S)	LOT 10 NORTH-POWER FERRE LTD	
RIGHT TO CONVEY ELECT. & TELECOM.	(SA)	LOT 9 HEREON	1215157.3

TOTAL AREA STAGE 3: 2.6255 Ha  
(TOTAL TITLE AREA: 12.0800 Ha)  
COMPRISED RT: 999/76

THIS SITE IS ZONED 'LIVING 3' AND THE BUILDING SETBACKS ARE THUS 4.5m FROM ROAD BOUNDARIES, 3m FROM ALL OTHER BOUNDARIES WITH ONE EXCEPTED TO LOT 1.

REV	DATE	DESCRIPTION
1	08/02/22	STAGE 1 (SERV) & STAGE 2 (SERV) - 1K - 1K SR
2	08/02/22	STAGE 3 (SERV) - 1K - 1K SR
3	08/02/22	AMENDMENTS AS PER CLIENT EMAIL TO 1K - 1K SR
4	08/02/22	FIRST ISSUE - SR

**reyburn & bryant**

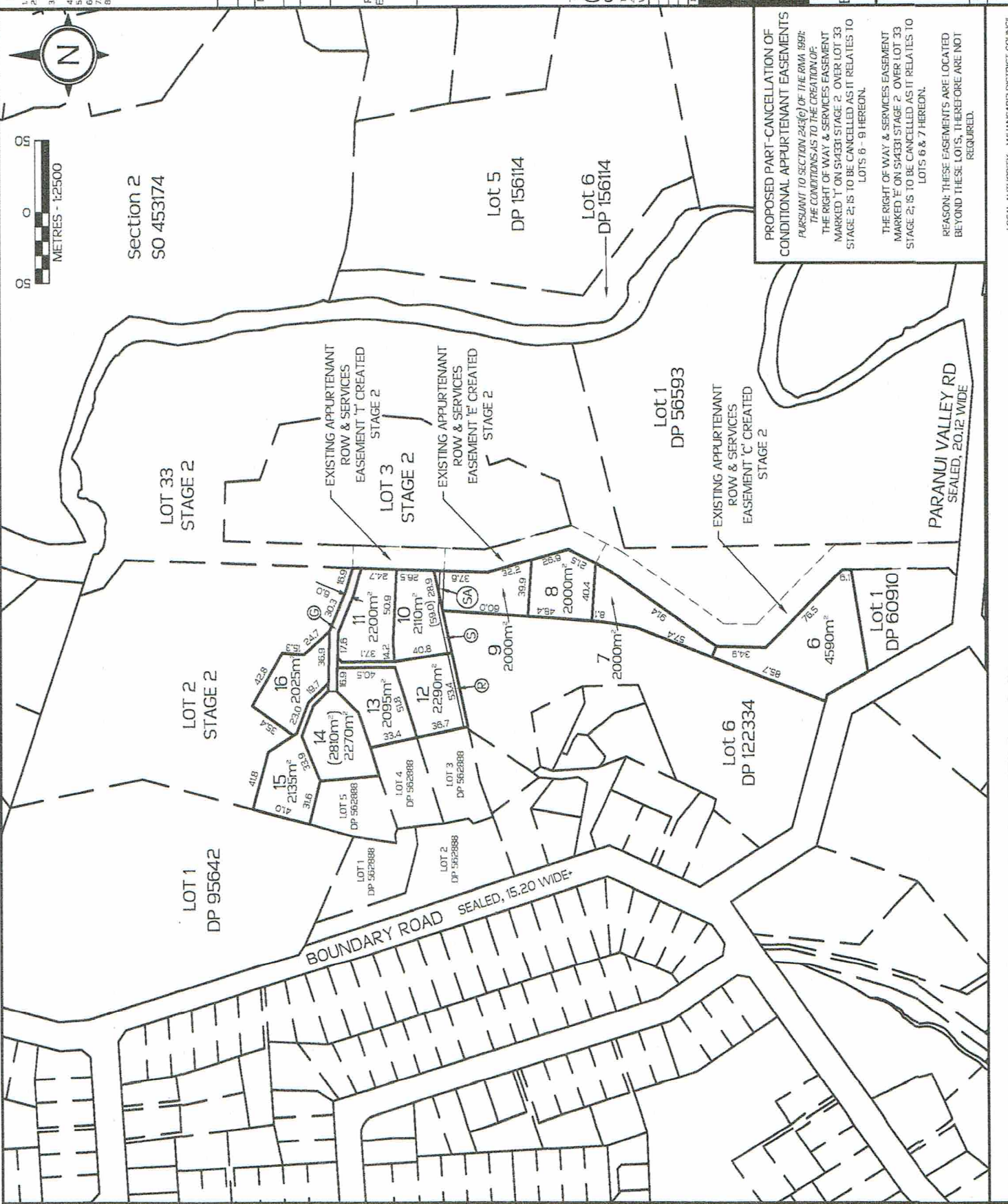
Ph: 02 438 1563  
7 Selwyn Ave Whangarei  
PO Box 191, Whangarei 0140  
www.reyburnandbryant.co.nz

CLIENT

MORGAN  
BOUNDARY RD / PARANUI VALLEY RD  
TIKIPUNGA, WHANGAREI

SHEET 03 OF 05  
PROPOSED SUBDIVISION  
OF LOT 200 DP 562888  
STAGE 3

DATE	MAY 2022	SCALE	1:2500 @A3	NO.	S14331 - STG 3	REV.	M
------	----------	-------	------------	-----	----------------	------	---



PROPOSED PART-CANCELLATION OF  
CONDITIONAL APPURTENANT EASEMENTS  
PURSUANT TO SECTION 243(c) OF THE RMA 1996  
THE CONDITIONS AS TO THE CREATION OF  
THE RIGHT OF WAY & SERVICES EASEMENT  
MARKED 'I' ON S14331 STAGE 2, OVER LOT 33  
STAGE 2; IS TO BE CANCELLED AS IT RELATES TO  
LOTS 6 - 9 HEREON.

THE RIGHT OF WAY & SERVICES EASEMENT  
MARKED 'E' ON S14331 STAGE 2, OVER LOT 33  
STAGE 2; IS TO BE CANCELLED AS IT RELATES TO  
LOTS 6 & 7 HEREON.

REASON: THESE EASEMENTS ARE LOCATED  
BEYOND THESE LOTS, THEREFORE ARE NOT  
REQUIRED.

## Proposed Road Name Details

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

☐ Public ☒ Private

RIGHT OF WAY I

Proposed road name 1

O Waikata Place = Laughing Waters

Reason

Reflects the slower moving streams on the flats.

A valuable resource and habitat for tuna and koura and a multitude of life forms.

Proposed road name 2

Mangatuna Place = Eel Stream

Reason

Mainly seen in the streams on the flats, appearing from under the rocks or river banks to forage for food.

Known as tuna to Maori. A historically important resource and taonga today.

Proposed road name 3

Otehiwai Place = Place of springing up of Water

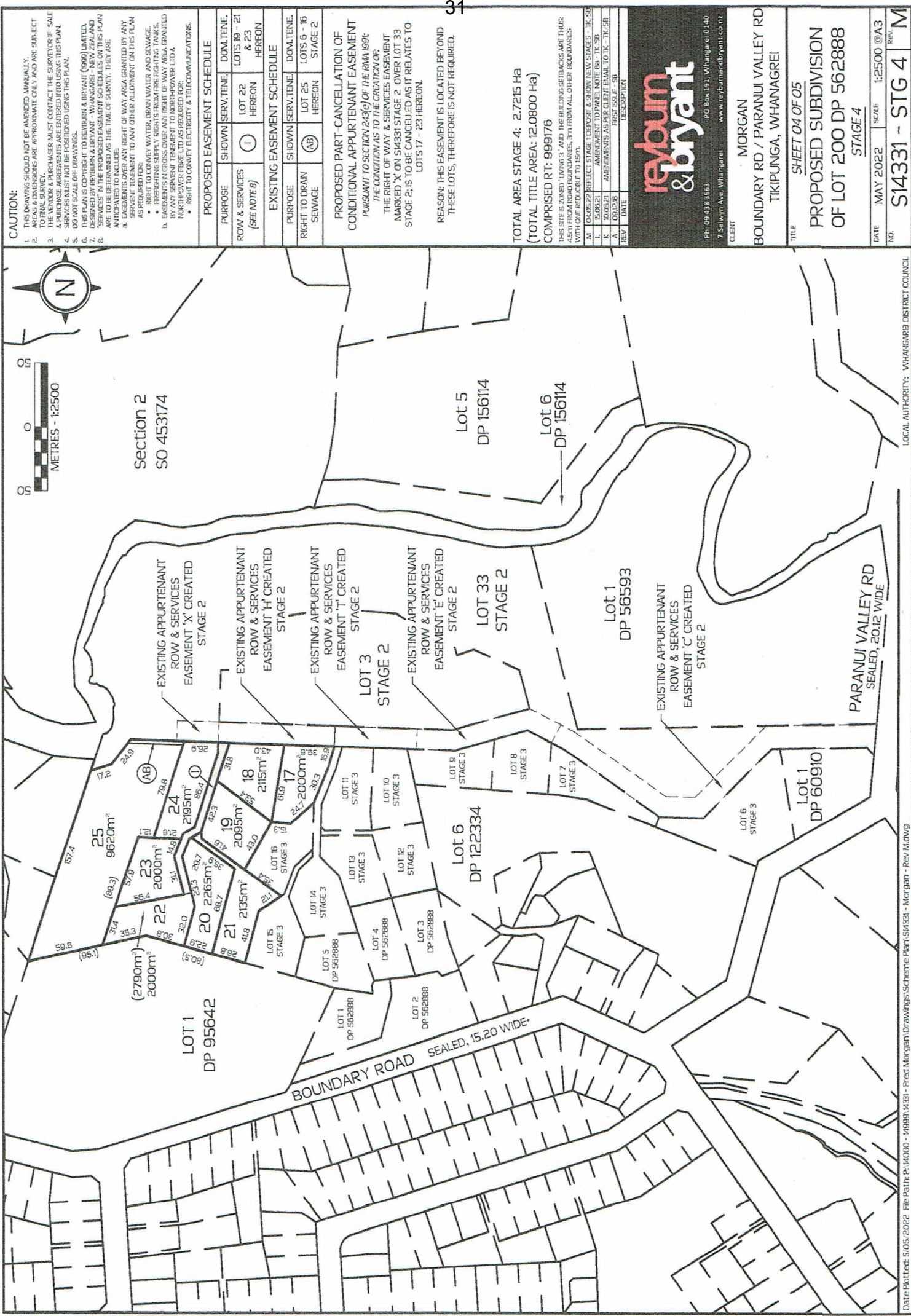
Reason

Refers to the numerous springs found on the property

A source of water in its purest form and held in high cultural and spiritual regard.

❖ 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 DRAWING IS FOR INFORMATION ONLY AND DOES NOT CONSTITUTE A CONTRACT. THE SURVEYOR'S SALE AND 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.
8. THE PLAN IS FOR INFORMATION ONLY AND DOES NOT CONSTITUTE A CONTRACT. THE SURVEYOR'S SALE AND PURCHASE AGREEMENTS ARE ENTERED INTO USING THIS PLAN.
9. ARE TO BE REFERENCED AS THE TIME OF SURVEY. THEY ARE ANTICIPATED TO INCLUDE:
10. EASEMENTS OVER ANY RIGHT OF WAY AREA GRANTED BY ANY SERVIENT TENEMENT TO ANY OTHER ALLOTMENT ON THIS PLAN AS REQUIRED FOR:
11. • FRESH WATER, DRAINAGE AND SEWAGE.
12. • FRESH WATER, DRAINAGE AND SEWAGE.
13. • FRESH WATER, DRAINAGE AND SEWAGE.
14. EASEMENTS IN CROSS OVER ANY RIGHT OF WAY AREA GRANTED BY ANY SERVIENT TENEMENT TO NORTHPOWER LTD AS REQUIRED FOR:
15. • RIGHT TO CONVEY ELECTRICITY & TELECOMMUNICATIONS.

PROPOSED EASEMENT SCHEDULE			
PURPOSE	SHOWN SERV. TENE.	DOM. TENE.	LOT 19 - 21 & 23 HEREON
ROW & SERVICES (SEE NOTE 8)	①	LOT 22 HEREON	LOT 19 - 21 & 23 HEREON

EXISTING EASEMENT SCHEDULE			
PURPOSE	SHOWN SERV. TENE.	DOM. TENE.	LOT 19 - 21 & 23 HEREON
RIGHT TO DRAIN SEWAGE	②	LOT 25 HEREON	LOT 19 - 21 & 23 HEREON

PROPOSED PART - CANCELLATION OF CONDITIONAL APPURTENANT EASEMENT PURSUANT TO SECTION 243(6) OF THE RMA 1996: THE CONDITION AS TO THE CREATION OF THE RIGHT OF WAY & SERVICES EASEMENT MARKED X ON S44331 STAGE 2 OVER LOT 33 STAGE 2 IS TO BE CANCELLED AS IT RELATES TO LOTS 17 - 23 HEREON.

REASON: THIS EASEMENT IS LOCATED BEYOND THESE LOTS, THEREFORE IS NOT REQUIRED.

TOTAL AREA STAGE 4: 2.7215 Ha  
(TOTAL TITLE AREA: 12.0800 Ha)  
COMPRISED RT: 999176

THIS SITE IS ZONED 'LIVING 3' AND THE BUILDING SETBACKS ARE THUS 4.5M FROM ROAD BOUNDARIES, 3M FROM ALL OTHER BOUNDARIES WITH ONE REDUCABLE TO 1.5M.

REV	DATE	DESCRIPTION
M	10/05/22	REFLECT STAGE 1 DEPOSIT & SHOW NEW STAGES - TK, SB
L	15/05/21	AMENDMENT TO PARCEL NOTE 86 - TK, SB
K	20/05/21	AMENDMENTS AS PER CLIENT EMAIL TO TK - TK, SB
A	08/03/20	FIRST ISSUE - SB

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CLIENT: MORGAN  
BOUNDARY RD / PARANUI VALLEY RD  
TIKIPUNGA, WHANGAREI

TITLE: SHEET 04 OF 05  
PROPOSED SUBDIVISION  
OF LOT 200 DP 562888  
STAGE 4

DATE: MAY 2022  
SCALE: 1:2500 @ A3  
NO. S14331 - STG 4  
REV: M

## Proposed Road Name Details

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

☐ Public ☒ Private

RIGHT OF WAY M

Proposed road name 1

**O Pukeko way = Way of the pukeko**

Reason

Reflects the treading paths of the pukeko, which forage the grasslands and the flats.

A native species, well recognized and a sacred bird with spiritual significance to Maori.

Proposed road name 2

Manu Kaha Way = Strong bird

Reason

Relating to the Pukeko, which roam the Flats and the river boundary.

A strong bird, very vocal with their loud crowing voices and very territorial in their natural surroundings.

Proposed road name 3

Manu Waiata Rise = Singing bird

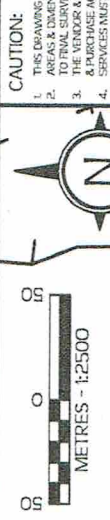
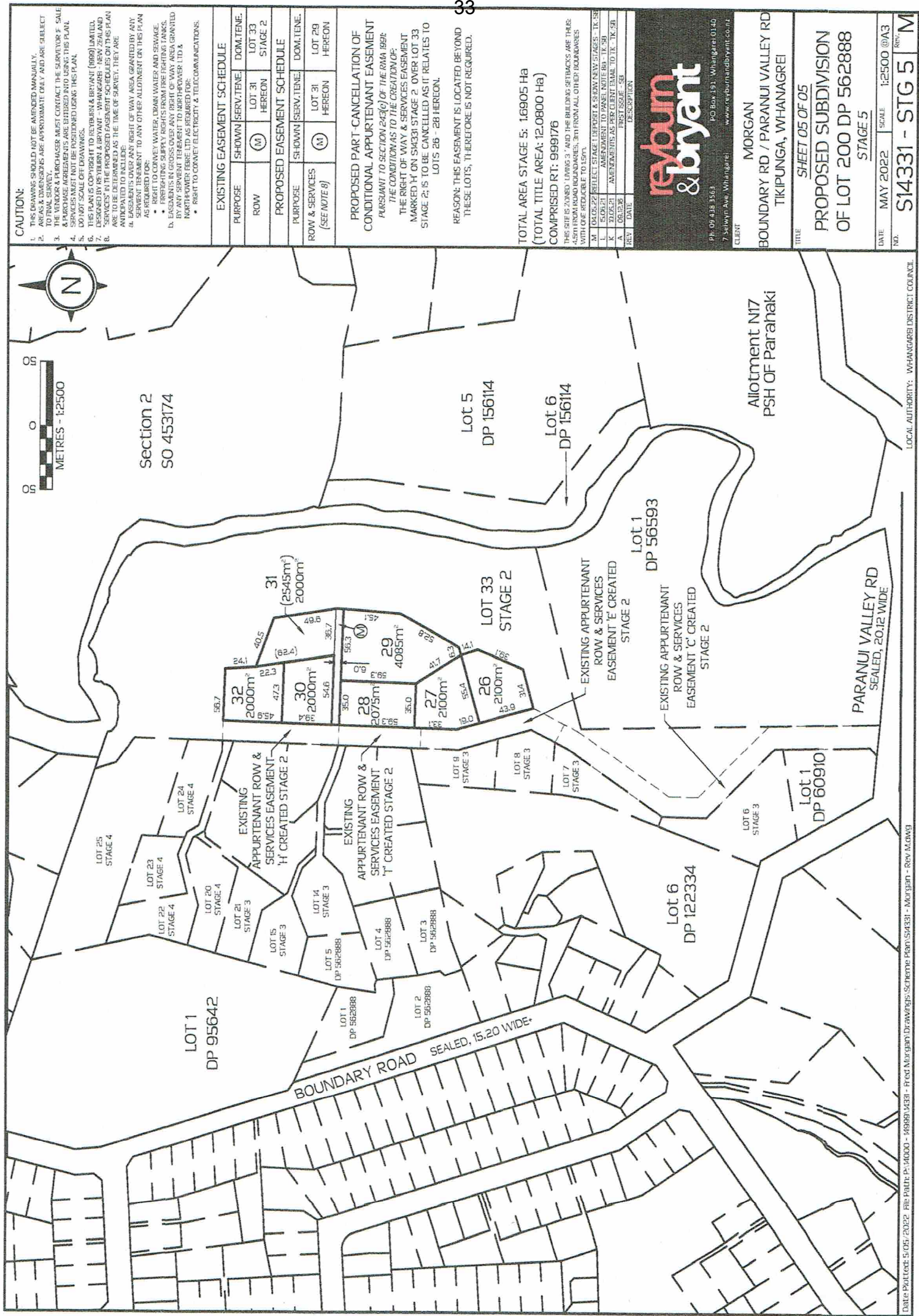
Reason

Referring to the many different bird calls and sounds heard on the property

A mix of common and native birds which inhabit the native bush and totara trees.

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





Section 2  
SO 453174

**CAUTION:**

- THIS DRAWING SHOULD NOT BE AMENDED MANUALLY.
- ANY CHANGES TO THE DRAWING ARE APPROXIMATE ONLY AND ARE SUBJECT TO FINAL SURVEY.
- THE VENDOR AND PURCHASER MUST CONTACT THE SURVEYOR FOR SALE AND PURCHASE AGREEMENTS ARE ENTERED INTO USING THIS PLAN.
- SERVICES MUST NOT BE POSITIONED USING THIS PLAN.
- DO NOT SCALE OFF DRAWINGS.
- THIS PLAN IS NOT INTENDED TO BE USED AS A BASIS FOR ANY OTHER PURPOSES.
- SERVICES IN THE PROPOSED EASEMENT SCHEDULES ON THIS PLAN ARE TO BE DETERMINED AS THE TIME OF SURVEY. THEY ARE ANTICIPATED TO INCLUDE:
- EASEMENTS OVER AND RIGHT OF WAY AREA GRANTED BY ANY EASEMENT TO ANY OTHER ALLIANCE ON THIS PLAN AS REQUIRED FOR:
- RIGHT TO CONVEY WATER, DRAINAGE AND SEWAGE.
- FREIGHTING SUPPLY RIGHTS FROM FIRE FIGHTING TANKS.
- EASEMENTS IN CROSS OVERS OF RIGHT OF WAY AREA GRANTED BY ANY EASEMENT TO ANY OTHER ALLIANCE ON THIS PLAN AS REQUIRED FOR:
- NORTH POWER TOWER TO AS REQUIRED FOR TELECOMMUNICATIONS.
- RIGHT TO CONVEY ELECTRICITY & TELECOMMUNICATIONS.

**EXISTING EASEMENT SCHEDULE**

PURPOSE	SHOWN	SERV. TENE.	DOM. TENE.
ROW	(M)	LOT 31 HEREON	LOT 33 STAGE 2

**PROPOSED EASEMENT SCHEDULE**

PURPOSE	SHOWN	SERV. TENE.	DOM. TENE.
ROW & SERVICES (SEE NOTE 8)	(M)	LOT 31 HEREON	LOT 29 HEREON

**PROPOSED PART CANCELLATION OF CONDITIONAL APPURTENANT EASEMENT PURSUANT TO SECTION 243(6) OF THE RMA 1996 THE CONDITION AS TO THE CREATION OF THE RIGHT OF WAY & SERVICES EASEMENT MARKED H1 ON S14331 STAGE 2, OVER LOT 33 STAGE 2, IS TO BE CANCELLED AS IT RELATES TO LOTS 26 - 28 HEREON.**

**REASON:** THIS EASEMENT IS LOCATED BEYOND THESE LOTS, THEREFORE IS NOT REQUIRED.

TOTAL AREA STAGE 5: 1.6905 Ha  
(TOTAL TITLE AREA: 12.0800 Ha)  
COMPRISED RT: 999176

THIS SITE IS ZONED 'LIVING 3' AND THE BUILDING SETBACKS ARE THREE (3) METRES FROM ROAD BOUNDARIES, 3M FROM ALL OTHER BOUNDARIES WITH ONE REDUCED TO 1.5M.

REV	DATE	DESCRIPTION
A	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
B	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
C	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
D	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
E	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
F	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
G	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
H	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
I	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
J	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
K	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
L	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
M	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
N	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
O	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
P	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
Q	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
R	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
S	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
T	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
U	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
V	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
W	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
X	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
Y	06/05/21	PROPOSED EASEMENT TO TR - TR - SB
Z	06/05/21	PROPOSED EASEMENT TO TR - TR - SB

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7 Selwyn Ave, Whangarei  
www.reyburnandbryant.co.nz

CLIENT  
MORGAN  
BOUNDARY RD / PARANUI VALLEY RD  
TIKIPUNGA, WHANGAREI

TITLE  
SHEET 05 OF 05  
PROPOSED SUBDIVISION  
OF LOT 200 DP 562888  
STAGE 5

DATE  
MAY 2022  
SCALE  
1:2500 @A3

NO.  
S14331 - STG 5

REV.  
M




Arnold Morgan <[redacted]@gmail.com>

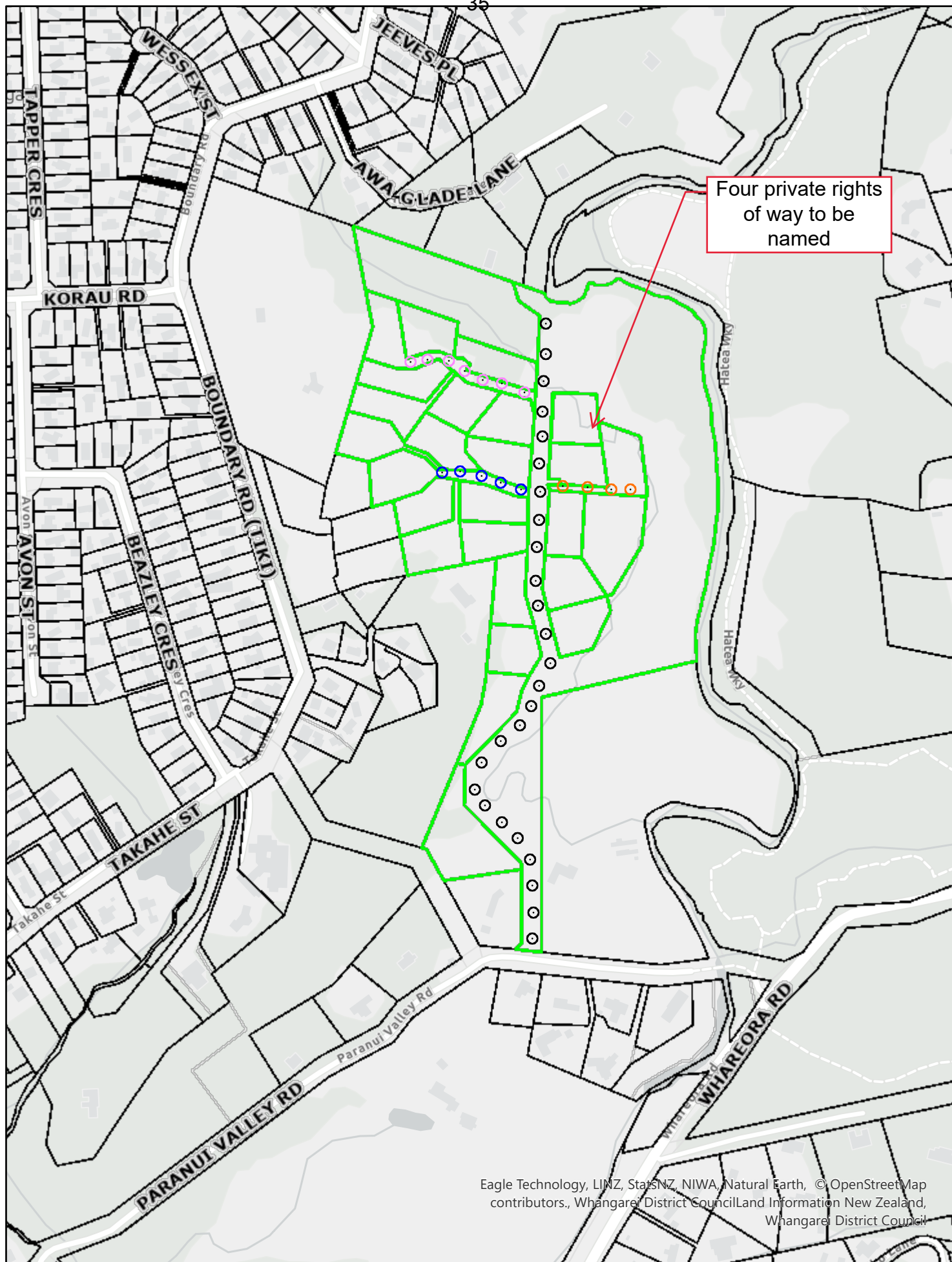
Confirmation of Named Access in Te Reo

Michael Kake <[redacted]@gmail.com> Mon, Aug 5, 2024 at 9:17 AM  
To: Arnold Morgan <[redacted]@gmail.com>

Tena koe Sam  
Aroha mai for the slow response  
you obviously have put some thought in to the names you have provided.  
I am comfortable with ALL 4 of **Option 1 and Option 2 and 3 of Option 3**  
The only name that was I unsure of was Otehiwai but we can korero further on that for me to get a better understanding.  
I'm in a meeting through to 1.00 pm today. Can give you call then if you are available.  
nga mihi

[Quoted text hidden]  
[Quoted text hidden]  
Sam Morgan 





Four private rights  
of way to be  
named

Eagle Technology, LINZ, StatsNZ, NIWA, Natural Earth, © OpenStreetMap contributors., Whangarei District Council Land Information New Zealand, Whangarei District Council





## 5.1 Plan Change 2 – General Amendments – Update following close of submissions

**Meeting:** Strategy, Planning and Development Committee  
**Date of meeting:** 17 October 2024  
**Reporting officer:** Vita Strohush – Intermediate Planner, District Plan

### 1 Purpose / Te Kaupapa

To update the Strategy, Planning and Development Committee on the progress of Plan Change 2 – General Amendments (PC2) following the close of the submissions period.

### 2 Recommendation / Whakataunga

That the Strategy, Planning and Development Committee notes the update.

### 3 Background / Horopaki

A General Amendments plan review was undertaken to address technical issues and inconsistencies in the Whangārei District Plan that have emerged during the rolling review process. The amendments are general in nature and are intended to provide clarity, consistency, improve user experience and interpretation, and remove anomalies or errors.

Key aspects of the process to date are summarised below:

- **27 April 2023:** Presentation to Te Huinga
- **21 June 2023:** Presentation to Te Kārearea
- **17 August 2023:** The Strategy, Planning and Development Committee endorsed early public engagement on the draft plan change.
- **4 September 2023 to 27 October 2023:** public engagement on the draft plan change including an invitation to iwi and hapū to provide feedback and provision of a draft version of the plan change to Patuharakeke for feedback in accordance with the Mana Whakahono ā Rohe agreement.
- **20 June 2024:** An update on the draft plan change and a summary of public feedback were presented to the Strategy, Planning and Development Committee.
- **18 July 2024:** The Strategy, Planning and Development Committee resolved to notify the plan change.
- **7 August – 4 September 2024:** Formal consultation was carried out in accordance with Clause 5 of Schedule 1 of the RMA and included:
  - Notification of the plan change in the Northern Advocate, on the Council website, and via a letter to all ratepayers
  - A submissions period being open for 20 working days

- Circulation of notification documents to persons that provided pre-notification feedback, statutory bodies and iwi/ hapū
- **18 September – 2 October 2024:** Further submissions period under Clauses 7-8 of Schedule 1 of the RMA.

The formal notification process is now complete. Council staff have prepared a summary of decisions requested by submitters and are working to address matters raised by submitters in a Section 42A report which will inform a hearing of the plan change by Independent Planning Commissioners.

## **4 Discussion / Whakawhiti kōrero**

### **4.1 Submissions received**

The plan change received 21 submissions, encompassing 51 individual submission points. The further submissions period closes on 2 October 2024. As of 26 September no further submissions have been received. The summary of submissions, along with the original documents, is available on Council's website<sup>1</sup>.

The key matters that were raised in submissions relate to the following topics:

- Definitions chapter:
  - cooking facilities
  - major structure
  - functional and operational need
- References to “site” and “allotment”
- Impervious area requirements
- Minor residential unit standards
- Minor mapping matters - adjustments to Open Space zoning and Strategic Rural Industries.
- References to “Development” in the Marsden City Precinct
- Critical electricity lines
- Subdivision of areas in Large Lot Residential Zone subject to a “no residential unit” restriction
- Boundary adjustment provisions
- References to ‘indicative building areas’
- Changes to refer to ‘Energy Precinct Activities’ instead of ‘Refinery Activities’

### **4.2 Legal effect of proposed plan change**

Objectives, policies and rules have “legal effect” at different points in time under the Resource Management Act (RMA). In addition, rules must be treated as operative at different points in time. When a provision has legal effect it must be considered alongside operative provisions when assessing resource consent applications. However, these provisions are not yet “operative” and remain open to legal challenges. A provision is “treated as operative” once it is beyond legal challenge, fully replacing corresponding rules in the operative plan and becoming the only applicable rule. This distinction allows new provisions to be recognized early in the planning process but ensures they gain full authority only after all challenges are resolved.

---

<sup>1</sup> Plan Change 2: General Amendments <https://www.wdc.govt.nz/Services/Planning/District-Plan/District-Plan-changes/Current-plan-changes/PC2#section-2>

Under s104(1)(b) of the RMA when considering a resource consent application, the consent authority must have regard to the objectives and policies of a proposed plan. This means that the objectives and policies affected by PC2 have legal effect from notification date. However, the RMA does not give proposed plans the same weight as operative plans; the weight given to proposed provisions depends on how far they have progressed through the plan change process.

Generally, a rule in a proposed plan gains legal effect after the council has made and publicly notified a decision on submissions related to that rule (Section 86B RMA). There are exceptions, such as rules protecting historic heritage, which gain immediate legal effect upon notification. As a result, rule SUB-R2(1)(a)(i) now has legal effect.

Under Section 86F(a) of the RMA a proposed rule must be 'treated as operative' if no submissions in opposition have been made in relation to the rule.

Where a rule is 'treated as operative' this means:

- The current rule in the District Plan is inoperative, no longer applying in the consideration of proposals for subdivision, use and development in the district; and
- The proposed rule as notified in PC2 must be used when considering these proposals.

In this case many of the rules proposed under PC2 did not receive submissions, such that the version of these rules proposed under PC2 is now 'treated as operative'.

## 5 Next Steps

Council staff are working to the following timeline:

- **October to November 2024** – Drafting Section 42A Report to inform the hearing
- **Early November** - Section 42A Report published and made publicly available ahead of the hearing
- **28 November 2024** - hearing of plan change by Independent Planning Commissioners
- **December 2024** – Council right of reply
- **February 2025** – recommendation of the hearing commissioner
- **March 2025** – decision of the Strategy Planning and Development Committee on the proposed plan change.
- **March – April 2025** – Appeal period on plan change

## 6 Financial/budget considerations

This plan change process is largely resourced by District Plan staff time. Budget has been allocated from the operational District Plan budget to cover the administrative costs of the plan making process (including costs associated with the notification and hearings processes), costs associated with GIS mapping changes and potential legal costs associated with the hearing and post decision appeal processes.

Failing to undertake this work would result in retaining unresolved errors and technical issues within the District Plan, leading to ongoing complications and time inefficiencies in the resource consent process.

## **7 Significance and engagement / Te Hira me te Arawhiti**

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 Whangārei District Airport Annual Report to 30 June 2024

**Meeting:** Strategy, Planning and Development Committee  
**Date of meeting:** 17 October 2024  
**Reporting officer:** Tony Collins – Manager District Development

### 1 Purpose / Te Kaupapa

To provide the Whangarei District Airport Annual Report to 30 June 2024 in accordance with Section 64 of the Local Government Act 2002.

### 2 Recommendation / Whakataunga

That the Strategy, Planning and Development Committee notes the Annual Report to 30 June 2024 for the Whangarei District Airport.

### 3 Background / Horopaki

Section 66 of the amended Local Government Act (2002) requires that Council Controlled Organisations (CCOs) must deliver a financial report to Council on their annual operations.

### 4 Discussion / Whakawhiti kōrero

A copy of the Whangarei District Airport Annual Report (Attachment 1) and the Auditors Report (Attachment 2) are attached.

In working through the Annual report the Auditors identified no unadjusted differences that could have a material effect on the financial statements, and no significant deficiencies in internal controls. However, some control observations are noted on pages 12 and 13 of their report, along with Management's response.

Other matters noted were:

- The Public Benefit Entity Simple Format Reporting template is not being utilised for the creation of the financial statements. It was recommended to conduct a comparison with the templates to ensure compliance with the required standards.
- The 2023/2024 Statement of Intent (SOI) included significant increases in capital expenditure \$3.9m versus an actual spend of \$198k. As a result, there are several variances between the actual and SOI results within the financial statements. This variance is partly due to a misalignment of timing whereby the CCO must disclose budgeted SOI information for council purposes before the Ministry of Transport (MoT) funding can be committed and approved. It was acknowledged such variances are outside the control of the CCO and ask whether there is any ability for the JV Partners to

investigate whether approval of the capex can occur earlier to align to these SOI timetables.

- Northland Aviation Ltd (NAL) is operating the Whangarei District Airport Cafe without any charges given there are no commercial tenants at this time. While this makes commercial sense given the business imperative to have a cafe at an airport, the Auditor recommended continual monitoring to ensure the airport can maximize its cashflows through an external paying tenant as soon as possible.

Council Staff and Management have taken on board these findings and will take action where required.

#### **4.1 Financial/budget considerations**

There are no further financial/budget considerations to be made other than those covered in the annual report.

### **5 Significance and engagement / Te Hira me te Arawhiti**

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 / Ngā Tāpiritanga**

Attachment 1 - WDA Annual Report 30 June 2024

Attachment 2 – Auditors Report September 2024





# Whangarei District Airport

**Report to the Audit Committee  
For the year ended 30 June 2024**

September 2024

### **Purpose of report**

*This report has been prepared for the Whangarei District Council on behalf of the Whangarei District Airport and is part of our ongoing discussions as auditor in accordance with the Officer of the Auditor-General ("OAG") audit engagement, our engagement letter dated 8 April 2024 and as required by the Auditor-General's Auditing Standards.*

*This report is intended for the Council Committee (Committee) and should not be distributed further. We do not accept any responsibility for reliance that a third party might place on this report should they obtain a copy without our consent.*

*This report includes only those matters that have come to our attention as a result of performing our audit procedures and which we believe are appropriate to communicate to the Committee. The ultimate responsibility for the preparation of the financial statements rests with the Committee.*

### **Responsibility statement**

*We are responsible for conducting an audit of the Whangarei District Airport (Airport) for the year ended 30 June 2024 in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our audit is performed pursuant to the requirements of the Public Audit Act 2001, with the objective of forming and expressing an opinion on the financial statements that have been prepared by management with the oversight of the Committee. The audit of the financial statements does not relieve management or the Committee of their responsibilities.*

*We are also required to report to the Office of the Auditor-General ("OAG") the results of our audit. This reporting includes signed financial statements, audit report, summary of audit findings and the final report to the Committee.*

*Our audit is not designed to provide assurance as to the overall effectiveness of the Airport's controls but we will provide you with any recommendations on controls that we may identify during the course of our audit work.*

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- F. Quality of accounting records

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- Development in financial Reporting - Overview
- Controlling sensitive expenditure
- Using "functional leadership" to improve government procurement



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1. Executive summary

We are pleased to present this report to the Committee on the financial statement audit of the Whangarei District Airport for the year ended 30 June 2024.

Included in this report are the results and insights arising from our audit which we consider appropriate for the attention of the Committee. These matters have been discussed with management and their comments have been included where appropriate. We also include those matters we are required to report to you in accordance with the auditing standards.

This report is intended for the Committee and should not be distributed further.

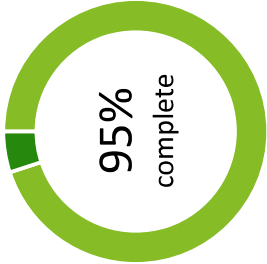
We would like to take this opportunity to extend our appreciation to management and staff for their assistance and cooperation during the course of our audit.

*Bryce Henderson*

Bryce Henderson, Partner  
for Deloitte Limited  
Auckland | 19 September 2024



Status of our audit



The audit is largely complete, with a few remaining areas outstanding as noted below:

- Clearance of ad hoc review points;
- Quality control of the financial statements;
- Completion of subsequent events to the date of signing; and
- Receipt of management representation letter and signed accounts.



Key areas of audit focus

Findings

Revenue recognition



Management's ability to override controls



OAG areas of focus



Completed, no issues noted



Completed, insights identified



Completed, significant findings identified

We comment further on our findings in these key areas of audit focus in Part 2 of this report.



# 1. Executive summary (cont.)



## Unadjusted differences

In performing our audit, we have not identified unadjusted differences that could individually or in aggregate have a material effect on the financial statements for the year ended 30 June 2024.

The Airports materiality was set at \$72,000, and we have reported to you any misstatements identified over our current year reporting threshold of \$3,600.



## Control observations

We have not identified any significant deficiencies in internal controls which would impact upon our ability to provide our opinion. However, we did note some control observations which have been reported within this report.



## Other matters

- The PBE SFR-A-NFP template is not being utilised for the creation of the financial statements. It is recommended to conduct a comparison with the templates to ensure compliance with the required standards.
- The 2023/2024 Statement of Intent (SOI) included significant increases in capital expenditure \$3.9m versus an actual spend of \$198k. As a result, there are a number of variances between the actual and SOI results within the financial statements. This variance is partly due to a misalignment of timing whereby the CCO must disclose budgeted SOI information for council purposes before the Ministry of Transport (MoT) funding can be committed and approved. We acknowledge such variances are outside the control of the CCO and ask whether there is any ability for the JV Partners to investigate whether approval of the capex can occur earlier to align to these SOI timetables.
- We note that Northland Aviation Ltd (NAL) is operating the Whangārei District Airport Café without any charges given there are no commercial tenants at this time. While this makes commercial sense given the business imperative to have a café at an airport, we recommend continual monitoring to ensure the airport can maximise its cashflows through an external paying tenant as soon as possible.



## Quality and Independence

We take our independence, and the quality of the audit work we perform very seriously. We confirm that we have maintained our independence in accordance with Professional and Ethical Standards. There are no non-audit services or relationships which may reasonably be thought to bear on our independence.



# 2. Results of our audit



## 2A. Identifying the areas of audit focus

### Identification of audit risks

Our audit approach was underpinned by the identification of relevant audit risks and tailoring appropriate audit responses to address those risks. We considered a number of factors when deciding on the significant areas of audit focus, such as:

- the risk assessment process undertaken during the planning phase of our engagement;
- our understanding of the business risks faced by the Group;
- discussions with management during the course of our audit;
- the significant risks and uncertainties previously reported in the financial statements;
- our assessment of materiality; and
- any changes in the business and the environment it operated in since the last annual report and financial statements.

The next page summarises the significant risks and other areas that we have focussed on during our audit.

### Determining materiality

We considered materiality primarily in terms of the magnitude of misstatement in the financial statements that in our judgement would make it probable that the economic decisions of a reasonably knowledgeable person would be changed or influenced (the 'quantitative' materiality). In addition, we also assessed whether other matters that came to our attention during the audit that would in our judgement change or influence the decisions of such a person (the 'qualitative' materiality). We used materiality both in planning the scope of our audit work and in evaluating the results of our work.

Our quantitative materiality for the 2024 audit was based on Expenses as this is deemed to be a key driver, it is a critical component of the financial statements and is a focus for users of those statements. This was determined to be \$72,000.

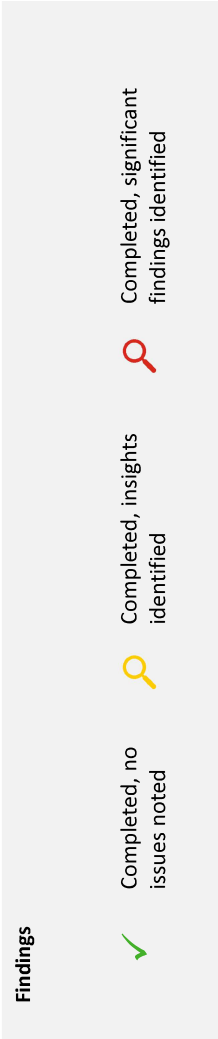
The extent of our procedures were not based on materiality alone but also on local considerations of subsidiaries and divisions of the group, the quality of systems and controls in preventing material misstatement in the financial statements, and the level at which known and likely misstatements are tolerated by you in the preparation of the financial statements.





2B. Areas of audit focus – dashboard

Area of audit focus	Significant risk	Fraud risk	Level of management judgement required	Findings
Revenue recognition	✓	✓	●	✓
Management’s ability to override controls	✓	✓	N/A	🔍
OAG areas of focus	✗	✗	●	🔍



## 2B. Areas of audit focus (cont.)

Area of audit focus	Our approach	Audit findings
<b>Revenue recognition</b>  ISA (NZ) 240 <i>The Auditor's Responsibilities Relating to Fraud in an Audit of Financial Statements</i> requires the auditor presume a significant risk in relation to revenue recognition.  Deloitte note that in line with ISA 240, the presumed significant risk of revenue recognition is applicable to this entity. We have pinpointed the significant risk to the assertion of cut-off due to landing fees. We note that cut-off presents the most significant risk for revenue recognition as Cut-off covers the risk of revenue being recognised in the wrong period in order to manipulate performance results.	<p>In response to the risk identified, we have:</p> <ul style="list-style-type: none"><li>Selected a sample of revenue transactions in June and July 2024 and assessed the timing of revenue recognition to supporting documentation or an external source.</li></ul>	Nothing noted



## 2B. Areas of audit focus (cont.)

Area of audit focus		Our approach	Audit findings
Management's ability to override controls  We are required to design and perform audit procedures to respond to the risk of management's override of controls.	We have:	<ul style="list-style-type: none"><li>Obtained an understanding and evaluated the financial reporting process and the controls over journal entries and other adjustments made in the preparation of the financial statements.</li><li>Tested the appropriateness of a sample of journal entries and adjustments and made enquiries about inappropriate or unusual activities relating to the processing of journal entries and other adjustments.</li><li>Performed a retrospective review of management's judgements and assumptions relating to significant estimates reflected in last year's financial statements.</li><li>Obtained an understanding of the business rationale of significant transactions that we became aware of that were outside the normal course of business or that otherwise appeared to be unusual given our understanding of the entity and its environment.</li></ul>	Refer to section 2C for general observations around the design and implementation of journal entry processes.



## 2B. Areas of audit focus (cont.)

Area of audit focus	Our approach	Audit findings
<p><b>OAG areas of focus</b></p> <p>The Airport is subject to specific Office of the Auditor-General (“OAG”) reporting requirements.</p> <p>The OAG requires us to carry out specific audit work on sensitive expenditure and consider compliance with the Airport’s own policies, as well as the OAG’s best practice guides.</p>	<p>The OAG sector brief requirements have been integrated into our overall fieldwork. This has included:</p> <ul style="list-style-type: none"><li>• We note that the Airport has no staff that incur expenses. We have remained alert to the possibility of misappropriation of funds through our journal entry testing outlined above.</li></ul>	<p>None noted</p>



## 2C. Internal control findings

### Assessment of internal control

Our audit approach requires us to obtain an understanding of an entity's internal controls, sufficient to identify and assess the risks of material misstatement of the financial statements whether due to fraud or error.

We remind you that our audit is not designed to express an opinion on the effectiveness of the controls operating within the Airport, although we have reported to management any recommendations on controls that we identified during the course of our audit work. The matters being communicated are limited to those deficiencies that we have identified during the audit and that we have concluded are of sufficient importance to merit being reported. Our recommendations for improvement should be assessed by you for their full commercial implications before they are implemented.

### Observations and recommendations in the current period

We have not identified any significant deficiencies in internal controls which would impact upon our ability to provide our opinion. However, we did note a number of control observations as noted below.

Matter	Observation	Deloitte recommendation	Management's response
<b>No review of manual journals</b>	There is no review of Journals posted into TechOne by the Accountant	Deloitte highlights that while TechOne is a simplistic software and Journals that are posted manually are easily identified, a separate Journal reviewer would be an adequate control to put in place.	These Journals are easily accessible via TechOne and any Journals posted that do not make sense are addressed when reviewing Monthly Management Accounts as the accounts affected would be highlighted.
<b>Joint Venture Agreements (JV)</b>	A number of JV agreements are in place at the Airport which guide critical operating policies and processes. A number of these are relatively old and reviews were recommended in the prior year	We note that this point was raised in the prior year and we encourage their completion and will continue to monitor	Work on reviewing and updating the JV Agreements has been started but involves not only WDA but also 4 other JV Airports reaching agreement with MoT. It is expected that the process will take time to progress
<b>Insufficient Physical evidence on monthly financial report is reviewed by management (WDC and NAL)</b>	We understand that the financial report was reviewed by WDC and NAL regularly via verbal confirmations on the performance. Unless there are discrepancies where further follows up will be performed  During the audit, Deloitte was unable to obtain sufficient review supporting documentation for the review performed for April 2024. Upon further discussion with WDC and NAL, Deloitte noted that there were no discrepancies identified during the April 2024 review. Hence no written evidence can be obtained.	We recommend a formalised review process to be in place and proper written sign off to be implemented during the monthly financial review by WDC and NAL.	Staff will incorporate a formal review process into the regular monthly reporting on operational matters



## 2C. Internal control findings

Matter	Observation	Deloitte recommendation	Management's response
Incomplete of information provided from Statement of intent	It was observed that the Statement of Intent lacks certain disclosure, particularly in relation to including all the accounting policies as per the financial statements.	We recommend conducting a thorough review before issuance to ensure that the financial statements policies align with the Statement of Intent.	Staff will conduct a thorough review before issuance to ensure alignment between policies and Statement of Intent



## 2D. Summary of unadjusted differences

The following differences were identified up to the date of this report which have not been corrected by management. We nonetheless communicate them to you to assist you in fulfilling your governance responsibilities, including reviewing the effectiveness of the system of internal control.

Differences identified and adjusted	Assets Dr/(Cr) (\$)	Liabilities Dr/(Cr) (\$)	Equity Dr/(Cr) (\$)	Profit or loss Dr/(Cr) (\$)	If applicable, control deficiency identified
<b>Current year:</b>					
Provision for over-due Account Receivable	(6,116)			6,116	
<b>Prior year:</b>					
N/A					
<b>Total</b>	(6,116)			6,116	

Note: Immaterial balance sheet and income statement reclassifications have not been included in the summary of unadjusted differences





## 2E. Summary of omitted disclosures

In performing our audit, no material uncorrected disclosure deficiencies were detected in the financial statements.



## 2F. Quality of accounting records

Committee' legislative responsibility to keep appropriate accounting records has taken more of a spotlight in recent times.

Regulators (including the FMA) have identified this as one of their focus areas.

Regulators are concerned with the quality of information provided to investors. The FMA specifically carries out a financial reporting surveillance programme of financial statements and expects to see proper accounting papers documenting:

- the support for entities' significant judgements and estimates; and
- how the accounting for complex transactions complies with GAAP.

Regulators' interest in the area also arises because they continue to see a connection between the quality of accounting records and audit quality.

Although the lack of appropriate accounting records alone will rarely be the sole cause of a business to fail, issues with the financial statements commonly feature in liquidation cases. Such breaches are easy to identify retrospectively and can result in directors becoming personally liable to creditors of the business as well as fines.

Accounting continues to become increasingly complex while at the same time, the level of regulatory scrutiny rises. While you are not regulated by the FMA, the guidance and expectations are still relevant.

While Committee members are not expected to be accounting experts, there must be records demonstrating that they have:

- Adequately questioned and assessed the key accounting treatments applied;
- Applied professional scepticism when assessing management's views on areas on significant judgements and estimates; and
- Acted on a fully informed basis, in good faith and with due diligence and care.



### 3. Other reporting matters



## 3A. Fraud responsibilities and representations



### Your responsibilities:

The primary responsibility for the prevention and detection of fraud rests with management and those charged with governance, including designing, implementing and maintaining internal controls over the reliability of financial reporting, effectiveness and efficiency of operations and compliance with applicable laws and regulations.



### Our responsibilities:

- We are required to obtain representations from those charged with governance regarding internal controls, assessment of risk and any known or suspected fraud or misstatement. A copy of the representation letter to be signed on behalf of the Board has been circulated separately.
- As auditors, we obtain reasonable, but not absolute, assurance that the financial statements as a whole are free from material misstatement, whether caused by fraud or error.
- As set out in the areas of audit focus section of this document, we identified the risk of fraud in revenue recognition and management override of controls as a significant audit risk for your organisation.
- As required, we also considered any significant related party transactions outside the entity's normal course of business.



### Fraud characteristics:

- Misstatements in the financial statements can arise from either fraud or error. The distinguishing factor between fraud and error is whether the underlying action that results in the misstatement of the financial statements is intentional or unintentional.
- Two types of intentional misstatements are relevant to us as auditors – misstatements resulting from fraudulent financial reporting and misstatements resulting from misappropriation of assets.



### 3B. Independence and fees

The professional fees earned by Deloitte Limited in the period from 1 July 2023 to 30 June 2024 are as follows:

	CY (\$'000)	PY (\$'000)
<b>Structure of audit fees</b>		
Net audit fee (excluding OAG Audit Standards and Quality Support charge and disbursements)	39,003	36,796
OAG Audit Standards and Quality Support charge and disbursements	3,974	3,804
GST	6,447	6,090
<b>Total Audit fee (excluding disbursements)</b>	<b>49,424</b>	<b>46,690</b>

No other fees have been incurred by Deloitte in the current year





### 3C. Other communications

The following matters are communicated in accordance with the requirements of New Zealand auditing standards:

Accounting policies / Financial reporting	<p>There were no changes in accounting policies during the year ended 30 June 2024.</p> <p>We have not become aware of any significant qualitative aspects of the accounting practices, including judgements about accounting policies, accounting estimates and financial statement disclosures that need to be communicated to the Committee.</p>
Related parties	<p>No significant related party matters other than those reflected in the financial statements came to our attention that, in our professional judgement, need to be communicated to the Committee.</p>
Written representation	<p>A copy of the representation letter to be signed on behalf of the Committee has been circulated separately.</p>
Specialists	<p>No specialist used.</p>
Other information	<p>We have read the other information (the financial and non-financial information other than the financial statements) contained within the annual report. We did not identify any material inconsistencies when doing so and have nothing to bring to your attention.</p>



## 4. Financial reporting and other developments

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# Developments in financial reporting – overview

The following table provides a high level summary of the major new accounting standards, interpretations and amendments that are relevant to the Group. A full list of the standards on issue but not yet effective is released quarterly and is available here:

[https://www2.deloitte.com/nz/en/pages/audit/articles/accounting-alert.html?icid=top\\_accounting-alert](https://www2.deloitte.com/nz/en/pages/audit/articles/accounting-alert.html?icid=top_accounting-alert)

Major new standard, interpretation or amendment	Effective date (periods beginning on or after)
PBE IPSAS 40 PBE Combinations	1 January 2021
PBE FRS 48 Service Performance Reporting	1 January 2022
PBE IFRS 9 Financial Instruments	1 January 2022*
PBE IPSAS 41 Financial Instruments	1 January 2022
PBE IFRS 17 Insurance Contracts	1 January 2023

\*Will be superseded by PBE IPSAS 41 but early adoption is still permitted if the date of initial application was before 1 January 2020

## Early implementation efforts recommended

Early effort to consider the implementation of these standards is recommended in order to provide stakeholders with timely and decision-useful information. Implementation steps are outlined opposite.

## Steps for implementation

Determine extent of impact & develop implementation plan

Monitor progress and take action where milestones are not met

Identify required changes to systems, processes, and internal controls

Determine the impact on covenants & regulatory capital requirements, tax, dividends & employee incentive schemes



# Controlling sensitive expenditure

*There is heightened public sensitivity when public sector employees are perceived to benefit – or do benefit – personally from sensitive expenditure incurred during the conduct of a public organisation’s business.*

In October 2020, the Auditor-General published ‘[Controlling sensitive expenditure: Guide for public organisations](#)’ to help public organisations improve, where necessary, their organisational approach to, and control of, sensitive expenditure.

The Guide:

- outlines the Auditor-General’s list of best practices for dealing with sensitive expenditure; and
- will be used by the Auditor-General when carrying out work, including in annual audits.

It is expected that public organisations will implement the principles discussed in this Guide into their sensitive expenditure policies and procedures.

In addition to carrying out regular reviews, monitoring compliance, considering high-risk areas, and making changes to policies and procedures as necessary, the Auditor-General expects that public organisations will implement the principles discussed in this Guide into their sensitive expenditure policies and procedures.

In particular, the Guide specifically emphasises that public organisations should carefully consider the underlying principles listed in [paragraph 2.4](#) (listed below) and the advice in [Parts 4-9](#) (also listed below) before taking a different approach.



## Extract from paragraph 2.4:

*“There are principles that underpin decision-making about sensitive expenditure. Expenditure decisions should:*

- Have a justifiable business purpose...*
- Preserve impartiality...*
- Be made with integrity...*
- Be moderate and conservative...*
- Be made transparently...*
- Be made with proper authority...”*

## Extract from table of contents:

- “Part 4: Using credit cards and purchasing cards*
- Part 5: Expenses when travelling*
- Part 6: Entertainment and hospitality expenditure*
- Part 7: Goods and services expenditure*
- Part 8: Staff support and well-being expenditure*
- Part 9: Other types of expenditure”*



# Using “functional leadership” to improve government procurement

*From the work performed by the OAG, it was found that many public organisations have difficulty bringing together the financial and contract management information. Being able to do this would make it easier for the organisations to assess value for money.*

The OAG has published a report, ‘Using “functional leadership” to improve government procurement’, to present their findings and recommendations. The full report is accessible [here](#).



The summary includes some questions that executive leaders should ask in order to ensure that they have a comprehensive understanding of the organisation’s procurement spending.

The summary is accessible [here](#).

The questions to consider include:

- What are we buying?
- Who are we buying from?
- Is all buying going through all-of-government contracts when it should be?
- Who is buying?
- How often do we buy?
- When did we buy?
- How much did we pay?
- Are we getting what we had been promised?
- What location were the items delivered to?
- How does the data compare to previous years?

The aim should be for senior leaders to:

- Be confident that procurement is helping achieve the strategic outcomes;
- Have easy access to good quality procurement spending data which is regularly analysed to improve cost-effectiveness;
- For all-of-government contracts, be confident that all spending is going through those contracts.







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**Whangarei District Airport  
Financial statements  
for the year ended  
30 June 2024**

# Whangarei District Airport

## Financial statements - 30 June 2024

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**Entity Information****Legal name**

Whangarei District Airport (the Airport).

**Type of entity and legal basis**

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

The Airport acts as a gateway to the Whangarei District and Northland, and is provided for the use of visitors, residents and ratepayers of the Whangarei District.

**The Airport's purpose**

The Airport's primary objective is to operate a fully serviceable airport for the use of visitors, residents and ratepayers of the Whangarei District.

**Structure of the Airport's operations, including governance arrangements**

The Whangarei District Council has overall responsibility for the management and governance of the Airport. Council is delegated the responsibility of Governance, while the operational management of the Airport is controlled by way of a contract with Northland Aviation Limited.

**Main sources of the Airport's cash and resources.**

Revenue from operations are the primary sources of funding to the Airport.

**Authorisation**

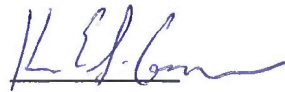
The Board of Whangarei District Airport authorised these financial statements presented on the following pages 3 to 13 and the performance information on pages 14 to 15.

For and on behalf of the Board:



V Cocurullo  
Mayor

26 September 2024



K Couper  
Chair - Strategy, Planning & Development  
Committee

26 September 2024

**Whangarei District Airport**  
**Statement of financial performance**  
For the year ended  
**30 June 2024**

**Statement of financial performance**  
For the year ended 30 June 2024

	Note	2024 Actual \$	2024 Budget \$	2023 Actual \$
<b>Revenue</b>				
Revenue from operations	3	1,919,396	1,816,604	1,613,242
Interest revenue		<u>25,867</u>	<u>1,000</u>	<u>6,838</u>
<b>Total revenue</b>		<u><b>1,945,263</b></u>	<u><b>1,817,604</b></u>	<u><b>1,620,080</b></u>
<b>Expenditure</b>				
Repairs and maintenance		234,577	185,414	121,191
Management fee		890,718	879,880	881,732
Depreciation and amortisation	8	322,857	550,787	297,107
Other expenses	4	<u>452,105</u>	<u>461,419</u>	<u>370,047</u>
<b>Total operating expenditure</b>		<u><b>1,900,257</b></u>	<u><b>2,077,500</b></u>	<u><b>1,670,077</b></u>
<b>Surplus/(deficit) before tax</b>		<b>45,006</b>	<b>(259,896)</b>	<b>(49,997)</b>
Income tax expense	5	<u>-</u>	<u>-</u>	<u>-</u>
<b>Surplus/(deficit) after tax</b>		<u><b>45,006</b></u>	<u><b>(259,896)</b></u>	<u><b>(49,997)</b></u>

*Summary of material accounting policies and the accompanying notes form part of these financial statements.*



**Whangarei District Airport**  
**Statement of financial position**  
**As at 30 June 2024**

**Statement of financial position**  
**As at 30 June 2024**

	Note	2024 Actual \$	2024 Budget \$	2023 Actual \$
<b>ASSETS</b>				
<b>Current assets</b>				
Bank accounts and cash	6	1,021,767	56,265	512,295
Debtors and other receivables	7	168,467	105,007	213,576
<b>Total current assets</b>		<u>1,190,234</u>	<u>161,272</u>	<u>725,871</u>
Property, plant and equipment	8	4,597,509	8,093,036	4,746,571
<b>Total non-current assets</b>		<u>4,597,509</u>	<u>8,093,036</u>	<u>4,746,571</u>
<b>Total assets</b>		<u>5,787,743</u>	<u>8,254,308</u>	<u>5,472,442</u>
<b>LIABILITIES</b>				
<b>Current liabilities</b>				
Creditors and accrued expenses	9	387,329	105,000	390,535
<b>Total current liabilities</b>		<u>387,329</u>	<u>105,000</u>	<u>390,535</u>
<b>Non-current liabilities</b>				
<b>Total non-current liabilities</b>		<u>-</u>	<u>-</u>	<u>-</u>
<b>Total liabilities</b>		<u>387,329</u>	<u>105,000</u>	<u>390,535</u>
<b>ASSETS LESS LIABILITIES</b>		<u>5,400,414</u>	<u>8,149,308</u>	<u>5,081,907</u>
<b>ACCUMULATED FUNDS</b>				
Retained earnings	10	925,212	880,199	880,206
Contributed Capital	10	4,475,202	7,269,109	4,201,701
<b>Total equity</b>		<u>5,400,414</u>	<u>8,149,308</u>	<u>5,081,907</u>

Summary of material accounting policies and the accompanying notes form part of these financial statements.

**Whangarei District Airport**  
**Cash flow statement**  
**For the year ended**  
**30 June 2024**

**Cash flow statement**  
For the year ended 30 June 2024

	2024 Actual \$	2023 Actual \$
<b>Cash flows from operating activities</b>		
Revenue from operations	1,952,965	1,618,881
Interest received	25,867	6,838
Council Funding	<u>150,000</u>	<u>-</u>
	<b><u>2,128,832</u></b>	<b><u>1,625,719</u></b>
<b>Cash was applied (to) / from</b>		
Payments to suppliers	(1,735,626)	(1,229,258)
Goods and services tax (net)	<u>16,560</u>	<u>(383)</u>
Total cash provided to operating activities	<b><u>1,719,066</u></b>	<b><u>1,229,641</u></b>
<b>Net cash flow from operating activities</b>	<b><u>409,766</u></b>	<b><u>396,078</u></b>
<b>Cash flows from investing activities</b>		
Sale of assets	-	4,870
Purchase and development of property, plant and equipment	<u>(173,795)</u>	<u>(102,382)</u>
	<b><u>(173,795)</u></b>	<b><u>(97,512)</u></b>
<b>Net cash flow from investing activities</b>	<b><u>(173,795)</u></b>	<b><u>(97,512)</u></b>
<b>Cash flows from financing activities</b>		
Capital introduced	<u>273,501</u>	<u>13,509</u>
<b>Total cash provided from financing activities</b>	<b><u>273,501</u></b>	<b><u>13,509</u></b>
<b>Net cash flow from financing activities</b>	<b><u>273,501</u></b>	<b><u>13,509</u></b>
Net (decrease)/increase in cash, cash equivalents, and bank overdrafts	<b>509,472</b>	312,075
<b>Bank accounts and cash, and bank overdrafts at the beginning of the year:</b>	<b><u>512,295</u></b>	<b><u>200,220</u></b>
<b>Cash, cash equivalents, and bank overdrafts at the end of the year</b>	<b><u>1,021,767</u></b>	<b><u>512,295</u></b>

Summary of material accounting policies and the accompanying notes form part of these financial statements.

## 1 Statement of accounting policies for the year ended 30 June 2024

### 1.1 Reporting entity

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

## 2 Material accounting policies

### 2.1 Basis of preparation

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

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

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

The Board has elected to apply PBE SFR-A (PS) Public Benefit Entity Simple Format Reporting Accrual (Public Sector) on the basis that the Airport does not have public accountability and has total annual expenses of less than \$5 million.

#### Goods and services tax

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

#### Functional and presentation currency

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

The financial statements are presented in New Zealand dollars.

### 2.2 Revenue and expenses

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

#### (i) Grants

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

#### (ii) Interest income

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

#### (iii) Sale of services

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

#### (iv) Administration, overheads and other costs.

These are expensed when the related service has been received.

### 2.3 Income tax

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

### 2.4 Bank accounts and cash

Bank accounts and cash comprise petty cash, cheque or savings accounts, and deposits held at call with banks.

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

### 2.5 Debtors

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

## **2 Material accounting policies (continued)**

### **2.6 Property, plant and equipment**

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

#### **(i) Asset sales**

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

#### **(ii) Use of assets**

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

#### **Depreciation**

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

<b>Class of PP&amp;E</b>	<b>Estimated useful life</b>
Land	Indefinite
Airside	0-140 years
Buildings	4-50 years
Landside	0-140 years
Sundries	3.3-67 years
Services	0-40 years
Motor Vehicles	7-14 years

### **2.7 Investments**

**Investments comprise investments in terms deposits with banks.**

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

### **2.8 Creditors and accrued expenses**

Creditors and accrued expenses are measured at the amount owed.

### **2.9 Lease expense**

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

### **2.10 Tier 2 PBE Accounting Standards applied**

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

### **2.11 Changes in Accounting Policies**

There are no changes in accounting policies.

**Whangarei District Airport**  
**Notes to the financial statements**  
**30 June 2024**  
(continued)

### 3 Revenue from operations

	2024 Actual \$	2024 Budget \$	2023 Actual \$
Landing fees	899,416	860,696	610,393
Rent received	232,968	220,000	230,956
Operating expenses recoveries	45,553	30,000	53,005
Other recoveries	549,299	511,908	519,910
Gain on sale	-	-	3,470
Other revenue	17,591	14,000	14,516
Parking Revenue	174,569	180,000	180,992
<b>Total revenue from operations</b>	<b><u>1,919,396</u></b>	<b><u>1,816,604</u></b>	<b><u>1,613,242</u></b>

### 4 Other expenses

	2024 Actual \$	2024 Budget \$	2023 Actual \$
Cleaning	33,601	32,000	31,438
Electricity	33,323	33,075	27,267
Auditors fees	55,117	30,000	40,600
Other expenses	330,539	366,343	270,960
Bad debts written off	306	-	124
Movement in doubtful debt provision	(781)	-	(342)
<b>Total other expenses</b>	<b><u>452,105</u></b>	<b><u>461,418</u></b>	<b><u>370,047</u></b>

### 5 Income tax

	2024 Actual \$	2023 Actual \$
<b>Relationship between tax expense and accounting profit</b>		
Accounting surplus/(deficit) before tax	45,006	(49,997)
Plus / (Less): adjustment for non-tax deductible items	-	-
Tax at 28%	12,602	(13,999)
Plus/(less) tax effect of:		
Tax losses utilised	(12,602)	13,999
Tax losses carried forward	-	-
<b>Tax expense</b>	<b><u>-</u></b>	<b><u>-</u></b>

**Whangarei District Airport**  
**Notes to the financial statements**  
**30 June 2024**  
(continued)

**6 Bank accounts and cash**

	<b>2024</b> <b>Actual</b> <b>\$</b>	<b>2023</b> <b>Actual</b> <b>\$</b>
Bank deposits	-	204,506
Bank balances	<u><b>1,021,767</b></u>	<u><b>307,789</b></u>
<b>Total bank accounts and cash</b>	<u><b>1,021,767</b></u>	<u><b>512,295</b></u>

**Cash at bank and on hand**

The carrying value of cash at bank and short-term deposits with maturities less than three months approximates their fair value.

**7 Debtors and other receivables**

	<b>2024</b> <b>Actual</b> <b>\$</b>	<b>2023</b> <b>Actual</b> <b>\$</b>
Debtors and other receivables	<b>168,735</b>	214,626
Provision for doubtful receivables	<u><b>(268)</b></u>	<u><b>(1,050)</b></u>
<b>Net debtors and other receivables</b>	<u><b>168,467</b></u>	<u><b>213,576</b></u>



## 8 Property, plant and equipment

	Work in progress \$	Land \$	Landside \$	Buildings \$	Airside \$	Plant and equipment \$	Services \$	Sundries \$	Motor Vehicles \$	Total \$
<b>Year ended Actual 2023</b>										
Opening carrying amount	43,447	810,000	516,688	673,235	1,904,515	-	29,180	154,252	811,379	4,942,696
Additions	102,382	-	-	-	35,750	64,878	-	17,682	-	220,691
Disposals	-	-	-	-	-	-	-	(1,400)	-	(1,400)
Depreciation charge	-	-	(31,382)	(48,942)	(107,049)	(600)	(2,214)	(42,699)	(64,221)	(297,106)
Transfers	(118,310)	-	-	-	-	-	-	-	-	(118,310)
<b>Balance at 30 June 2023</b>	<b>27,519</b>	<b>810,000</b>	<b>485,306</b>	<b>624,293</b>	<b>1,833,216</b>	<b>64,278</b>	<b>26,966</b>	<b>127,834</b>	<b>747,158</b>	<b>4,746,571</b>

	Work in progress \$	Land \$	Landside \$	Buildings \$	Airside \$	Plant and equipment \$	Services \$	Sundries \$	Motor Vehicles \$	Total \$
<b>2024</b>										
<b>Year ended 30 June 2024</b>										
Opening balance	27,519	810,000	485,306	624,293	1,833,216	64,278	26,966	127,834	747,158	4,746,570
Additions	198,304	-	-	-	-	-	-	-	-	198,304
Reclassification	(24,509)	-	-	-	-	-	-	-	-	(24,509)
Depreciation charge	-	-	(30,888)	(47,881)	(108,421)	(19,432)	(2,214)	(43,920)	(70,100)	(322,856)
Transfers	(141,770)	-	-	-	-	42,733	-	14,095	84,942	-
<b>As at 30 June 2024</b>	<b>59,544</b>	<b>810,000</b>	<b>454,418</b>	<b>576,412</b>	<b>1,724,796</b>	<b>87,580</b>	<b>24,752</b>	<b>98,008</b>	<b>761,999</b>	<b>4,597,509</b>

The additions were: A backup RFS truck, handheld radios, RFS equipment, chattels and fitout and a computer.  
There are no restrictions over the title of the Airport's property, plant and equipment, nor is any property, plant and equipment pledged as security for liabilities.

**Whangarei District Airport**  
**Notes to the financial statements**  
**30 June 2024**  
(continued)

## 9 Creditors and accrued expenses

	2024 Actual \$	2023 Actual \$
Accrued expenses	87,864	237,618
Trade creditors and other payables	93,900	104,423
Rents in advance	55,565	48,494
Revenue in advance	<u>150,000</u>	<u>-</u>
<b>Total creditors and accrued expenses</b>	<b><u>387,329</u></b>	<b><u>390,535</u></b>

Creditors and accrued expenses are non-interest bearing and normally settled 30 day terms. Therefore the carrying value of creditors, accrued expenses and rents in advance approximate their fair value.

## 10 Equity

	2024 Actual \$	2023 Actual \$
Retained earnings	925,212	880,206
Contributed Capital	<u>4,475,202</u>	<u>4,201,701</u>
<b>Balance at 30 June 2024</b>	<b><u>5,400,414</u></b>	<b><u>5,081,907</u></b>

	2024 Actual \$	2023 Actual \$
<b>Retained Earnings</b>		
Balance at 1 July 2023	880,206	930,203
Surplus/(deficit) for the year	<u>45,006</u>	<u>(49,997)</u>
<b>Balance at 30 June 2024</b>	<b><u>925,212</u></b>	<b><u>880,206</u></b>

	2024 Actual \$	2023 Actual \$
<b>Contributed Capital</b>		
Loans Repaid	256,512	256,512
Local Community	12,500	12,500
Ministry of Transport	3,179,844	2,906,343
Whangarei District Council	<u>1,026,346</u>	<u>1,026,346</u>
<b>Balance at 30 June 2024</b>	<b><u>4,475,202</u></b>	<b><u>4,201,701</u></b>

## 11 Contingencies

The Airport has no contingent liabilities (2023: nil) and no contingent assets (2023: nil).

## 12 Commitments

	Actual 2024 \$	Actual 2023 \$
<b>Capital commitments</b>		
Rescue Fire Services Building	<u>1,918,621</u>	-
<b>Total capital commitments</b>	<u>1,918,621</u>	-

## 13 Related party transactions

Related party disclosures have not been made for transactions with related parties that are within a normal supplier or client/recipient relationship on terms and conditions no more or less favourable than those that it is reasonable to expect the Airport would have adopted in dealing with the party at arm's length in the same circumstances.

The related party disclosures below are for transactions that are not within a normal supplier or client/recipient relationship. This means that the terms and conditions on those transactions are either more or less favourable than those expected in a normal transaction.

### Related party transactions significant to WDA requiring disclosure

#### Grant received

During the year under review the Whangarei District Airport received a grant of \$150k for the Rescue Fire Service Building extension to house Land Search and Rescue.

This was applied for by Whangarei District Council as part of an application for Better Off Funding. In July 2021 the then Prime Minister and Minister of Local Government announced a Three Waters support package for councils to invest in their local communities, as part of the Three Waters programme. This package included \$500 million of Crown 'Better off' funding to enable councils to focus on the wellbeing and aspirations of their communities.

Council was successful in receiving a \$150k grant on behalf of Whangarei District Airport. Council received this funding from Department of Internal Affairs whom in turn paid it to the Whangarei District Airport.

#### Lease arrangement

During the year under review through a lease arrangement with Northland Aviation, the airport management company operated the Airport Café without charge. The value of this arrangement was approximately \$25,997 plus GST over an 11 month period.

Establishing a viable commercial tenancy to supply refreshments to terminal users and travellers since COVID has been challenging. In the absence of a viable option following the failure of the last two tenants, Whangarei District Council as the airport authority worked with Northland Aviation to come up with a temporary solution, until a suitable long-term option is identified.

The short term solution involved Northland Aviation taking over the management of the Airport Café. Due to the operations of the café not being successful previously, as well as the need to ensure continuity of service, no lease payments or outgoings were charged.

WDC as the airport authority will continue to investigate a more permanent solution that achieves a sustainable outcome attractive to a commercial tenant as well as meeting the needs of airport users.

#### **14 Events occurring after the balance date**

There were no events after the balance sheet date.

#### **15 Explanation of major variances against budget**

Section 64 of the Local Government Act requires a Council Controlled Organisation to prepare a Statement of Intent that complies with Clause 9 of Schedule 8.

##### **Statement of financial position**

Revenue: Reflected a favourable variance against budget. The aeronautical landing fee increased, along with slight increases in lease fees.

Expenses: Reflected a favourable variance against budget. This was mainly due to the depreciation expense being lower than budget due to projects being deferred to the 24/25 financial year. This was offset by higher than expected costs being incurred for repairs and maintenance.

##### **Statement of financial position**

Major variances including bank, property, plant and equipment and contributed capital were as a result of capital expenditure being deferred from the 23/24 financial year to the 24/25 and 25/26 financial years.

## Performance Information

The Whangarei District Airport has a total of six key performance measures which includes 12 targets for 2024. In the 2023/24 financial year all targets were met.

No	Performance Measure	2023/2024 Target	Result 2024	Result 2023	Financial Results/Comments		
1	To achieve the objective of WDC and the MoT	To operate within agreed financial budgets. Actual spend less than or equal to budget.			Actual 2024	Budget 2024	Actual 2023
			Target met	Target met	Revenue	\$1,817,604	\$1,620,080
			Target met	Target met	Expenditure	\$2,077,500	\$1,670,077
	Refer to note 15 for explanations of significant variances against budget.						
2	To operate a fully serviceable District Airport.	To encourage new business development and existing business expansion by engaging alternative aviation and airport service providers and enabling business to grow through lease management and land use consent process.	Target met	Target met	The airport is fully operational with a valid CAA Part 139 certificate. In May 2024 an independent auditor has sampled the internal systems to ensure we are complying our obligations and testing internal systems in place to ensure ongoing compliance. New tenants have during June committed to new leases on taking 3 sites. The relocation of NEST is a significant new business at the airport and is an ongoing project that is now at the end of the beginning phase. A lease will be finalised in the next few weeks and building can begin. The new RFS whilst not new business is also a project that will change the landscape of the airport. At time of writing yet another hangar lease is being committed to for another hangar site. We have never seen such a burst of activity.		
3	To provide a good working environment	Maintain user satisfaction through achieving satisfactory and very satisfactory ratings on the annual user survey. >75%	Target met	Target met	All facilities provided for staff are fit for purpose and kept maintained. The Safety Management System ensures the safe operation of the airport but also the safety of the working environment. A recent customer survey had customers rate the airport: 32.63% rated it as very satisfactory, and a further 47.74% rated it as satisfactory, resulting in a combined 80% satisfaction rate.		

**Whangarei District Airport**  
**Performance Information**  
**30 June 2024**  
(continued)

4	To exhibit a sense of social and environmental responsibility.	Maintain best practice noise management process	Target met	Target met	Noise mitigation is always front of mind and raised with staff and users at all opportunities. The airport is actively involved in the Council's Noise Management Committee and monitors movements and unusual events (e.g. late-night movements) to assist in the creation of noise contours.
		Explore sustainability opportunities	Target met	Target met	Sustainability is an ongoing project aimed at improving energy efficiency as opportunities arise. Nearly all floodlights and similar installations are LED, which have low power consumption. When the budget allows, we will install solar panels. Runway rejuvenation will delay the need to reseal the runway with a thick layer of asphalt.
5	Airport operation will meet the needs of aviation operators and their customers.	Maintain Airport Certification by continuing to meet certification standards required by the Civil Aviation Authority.	Target met	Target met	Airport well maintained. A full 5 year renewal of Part 139 was completed in May 23 with no significant findings.
		Meet required legislative timeframes under the LGA and CAA.	Target met	Target met	As above. Internal auditor keeps us on track as does our participation in Aviation industry conferences and on line forums.
6	Health and safety standards are promoted and maintained.	-Maintain an effective Safety Management System. Annual management review	Target met	Target met	The Airport Safety Management System is reviewed by CAA as part of the Whangarei District Airport Part 138 Certification. The Airport was audited and re-certified by CAA for a further five years on 3 May 2023.
		-Annual training schedule is up to date	Target met	Target met	Reviewed annually by management and verified by the contracted Auditor.
		-Airport Safety meetings quarterly (3 monthly)	Target met	Target met	
		-Three operator meetings per year	Target met	Target met	





## Independent Auditor's Report

### To the readers of Whangarei District Airport's Financial Statements and Performance Information for the year ended 30 June 2024

The Auditor-General is the auditor of Whangarei District Airport (the Airport). The Auditor-General has appointed me, Bryce Henderson, using the staff and resources of Deloitte Limited, to carry out the audit of the financial statements and performance information of the Airport on his behalf.

## Opinion

We have audited:

- the financial statements of the Airport on pages 3 to 13, that comprise the statement of financial position as at 30 June 2024, the statement of financial performance and cash flow statement for the year ended on that date and the notes to the financial statements that include accounting policies and other explanatory information; and
- the performance information of the Airport on pages 14 to 15.

In our opinion:

- the financial statements of the Airport:
  - present fairly, in all material respects:
    - its financial position as at 30 June 2024; and
    - its financial performance and cash flows for the year then ended; and
  - comply with generally accepted accounting practice in New Zealand in accordance with Tier 3: Public Benefit Entity Simple Format Reporting – Accrual (Public Sector); and
- the performance information of the Airport presents fairly, in all material respects, the Airport's actual performance compared against the performance targets and other measures by which performance was judged in relation to the Airport's objectives for the year ended 30 June 2024.

Our audit was completed on 26 September 2024. This is the date at which our opinion is expressed.

The basis for our opinion is explained below. In addition, we outline the responsibilities of the Council and our responsibilities relating to the financial statements and the performance information, we comment on other information, and we explain our independence.

## Basis for our opinion

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Council. Our responsibilities under those standards are further described in the Responsibilities of the auditor section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## Responsibilities of the Council for the financial statements and the performance information

The Council of Whangarei District Council (the Council) is responsible on behalf of the Airport for preparing financial statements that are fairly presented and that comply with generally accepted accounting practice in New Zealand. The Council is also responsible for preparing the performance information for the Airport.



The Council is responsible for such internal control as it determines is necessary to enable it to prepare financial statements and performance information that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements and the performance information, the Council is responsible on behalf of the Airport for assessing the Airport's ability to continue as a going concern. The Council is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless the Council intends to liquidate the Airport or to cease operations or has no realistic alternative but to do so.

The Council's responsibilities arise from the Local Government Act 2002 and the Airport Deed.

#### **Responsibilities of the auditor for the audit of the financial statements and the performance information**

Our objectives are to obtain reasonable assurance about whether the financial statements and the performance information, as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance but is not a guarantee that an audit carried out in accordance with the Auditor-General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers, taken on the basis of these financial statements and the performance information.

For the budget information reported in the financial statements and the performance information, our procedures were limited to checking that the information agreed to the Airport's statement of intent.

We did not evaluate the security and controls over the electronic publication of the financial statements and the performance information.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the financial statements and the performance information, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Airport's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Council.
- We evaluate the appropriateness of the reported performance information within the Airport's framework for reporting its performance.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Council and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Airport's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements and the performance information or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Airport to cease to continue as a going concern.



- We evaluate the overall presentation, structure and content of the financial statements and the performance information, including the disclosures, and whether the financial statements and the performance information represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.

#### **Other Information**

The Council is responsible for the other information. The other information comprises the information included on page 2 but does not include the financial statements and the performance information, and our auditor's report thereon.

Our opinion on the financial statements and the performance information does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

In connection with our audit of the financial statements and the performance information, our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the financial statements and the performance information, or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on our work, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

#### **Independence**

We are independent of the Airport in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1: International Code of Ethics for Assurance Practitioners (including International Independence Standards) (New Zealand) (PES 1) issued by the New Zealand Auditing and Assurance Standards Council.

Other than the audit, we have no relationship with, or interests in, the Airport.

Bryce Henderson  
**Deloitte Limited**  
**On behalf of the Auditor-General**  
**Auckland, New Zealand**  
 26 September 2024



## 5.3 Operational Report – Strategy, Planning and Development October 2024

**Meeting:** Strategy, Planning and Development Committee

**Date of meeting:** 17 October 2024

**Reporting officer:** Dominic Kula (General Manager – Planning and Development)  
 Aaron Taikato (General Manager – Strategy and Democracy)

### 1 Purpose / Te Kaupapa

To update the committee on the operations of the services that the Strategy and Democracy Group, and the Planning and Development Group are responsible for.

### 2 Recommendation / Whakataunga

That the Strategy, Planning and Development Committee notes the Strategy and Democracy and Planning and Development Operational reports for October 2024.

### 3 Background / Horopaki

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

### 4 Significance and engagement / Te Hira me te Arawhiti

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 Attachments / Ngā Tāpiritanga

Attachment 1 – Operational Report – Planning & Development – October 2024

Attachment 2 – Operational Report – Strategy & Democracy – October 2024





# Operations Report Planning and Development

## October 2024

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## 1. District Plan

### 1.1 Health and Safety

Nothing to report.

### 1.2 Current Priorities

#### 1.2.1 Maintenance and Review Work

Maintenance and review work for the District Plan has continued in accordance with the requirements of the Resource Management Act 1991 (RMA).

- **Plan Change Updates:**

Plan Change	Status	Status Update
PC1 - Natural Hazards	Pending recommendation of Independent Planning Commissioners with hearing being adjourned in February 2024.	Council staff have completed additional work around proposed planning provisions to inform the Independent Planning Commissioners recommendation on the proposed plan change. This recommendation is expected in October and once received, will be brought to the Strategy Planning and Development Committee to decide on the plan change.
PC2 - General Amendments	Further submissions period closed on 2 October 2024.  A hearing is scheduled for 28 November 2024.	The formal notification process is now complete. Council staff have prepared a summary of decisions requested by submitters and are working to address matters raised by submitters in a Section 42A report which will inform a hearing of the plan change by independent planning commissioners. One day has been allocated for the hearing and scheduled for 28 November 2024.  A full update on this plan change is provided in a separate informational agenda item.

- **Matters of Importance to Māori Update**

On 27 September 2024 Council staff sent out the initial draft of formal agreement documents to Te Parawhau, Ngati Takapari, Te Tāwera o Ngāti Pūkenga ki Pakikaikutu, Patuharakeke, and Te Iwitahi Manihera<sup>1</sup> Whānau. The documents included in this correspondence were:

- Draft Project Agreement
- Draft Data Sovereignty Agreement
- Draft Terms of Reference
- Proposed Project Plan

In preparing these documents Council staff met with Planners who have worked on the Sites and Areas of Significance to Māori plan change for New Plymouth District Council and

<sup>1</sup> Note: Te Iwitahi Manihera Whānau submitted a scoping request response on 12 August 2024 which was not reported last month. Supporting information from Ngati Whakamaunga is still required to progress to formal agreement.

have also sought some high-level advice from Pouhere Taonga Heritage New Zealand and Northland District Council.

Council staff are also preparing a procurement plan to scope the costs for engaging an archaeologist to complete site analyses to support the notification of a plan change. This veers slightly from initial thinking to engage an archaeologist to prepare a stocktake of current and publicly available information, however this matter will still be considered should budgeting allow.

Approximate project timeframes remain as follows:

- Early November 2024 – Contract negotiations with hapū partners completed.
- Nov/ Dec 2024 – Project commencement hui with a focus on identifying the issues and objectives of the project, which will inform the agreed approach to drafting the district plan provisions, and spatially identifying sites and areas of significance to Māori.

#### • Other District Plan Topic Reviews

As worked through previously staff have continued work on the following topic reviews which are intended to be progressed in parallel to meet our 10 yearly statutory review timeframes. Progressing this work in parallel will enable pre-notification consultation to be undertaken at the same time, as a package of plan review topics, ensuring efficient and cost effective processes.

This month staff have been preparing discussion documents for all topics which will support the pre-notification consultation phase. In addition, a consultation plan is being developed. Pre-notification consultation would ideally occur in the later part of this year through early next year.

Full details of these plan reviews are provided in a separate informational agenda item, with the scope of reviews summarised below.

Topic	Scope
Ecosystems and Indigenous Biodiversity	<p>The scope of this work does <u>not</u> include mapping of Significant Natural Areas, noting that central government have indicated that review of the National Policy Statement for Indigenous Biodiversity will involve criteria for identifying SNAs, assessment and identification processes, and the management of land subject to SNAs.</p> <p>The scope of this work could include:</p> <ul style="list-style-type: none"> <li>- Review of the objectives and policies across the Ecosystems and Biodiversity, Riparian and Coastal Margins, and Waterbodies chapters of the District Plan;</li> <li>- Review of rules for the vegetation clearance across the District; and</li> <li>- Consideration of methods to incentivise protection and enhancement of indigenous vegetation and biodiversity within the district.</li> </ul>
Public Access	Continuation of previous work undertaken (and paused due to staff shortage) in 2023 to review existing Esplanade Reserve provisions.
Network Utilities	<p>Review of current chapters of District Plan, including:</p> <ul style="list-style-type: none"> <li>- Network Utilities</li> <li>- Critical Electricity Lines</li> </ul>

	<ul style="list-style-type: none"> <li>- Relevant provisions for network utilities in other chapters, including in the Coastal Environment chapter and the Noise and Vibration chapter.</li> </ul>
Renewable Energy	The District Plan does not align with national and regional requirements because it lacks provisions for managing renewable energy infrastructure. There is scope to set new objectives, policies and rules to support renewable energy generation and manage its effects.
Miscellaneous Chapter Reviews	<p>Review of the following chapters and topics:</p> <ul style="list-style-type: none"> <li>- Cross boundary matters</li> <li>- Contaminated land</li> <li>- Financial contributions</li> <li>- Temporary activities</li> </ul>

#### 1.2.4 Monitoring

Council staff are currently working to develop a work programme to dispense with our monitoring requirements under the RMA. This work is a first step toward making improvements to the way we carry out our monitoring functions under the RMA.

Council is required under the National Planning Standards for Urban Development to monitor a range of indicators relating to the property market and development trends and publish the results annually. The purpose of this monitoring is to inform effective urban planning and policy making. The first such monitoring report has been published on the Council's website (Whangārei National Policy Statement on Urban Development Annual Monitoring Report (2024)). It provides a commentary for a wide range of indicators including development consents, resource consents, house value and rents, and housing affordability.

#### 1.2.5 Private Plan Change

A private plan change request for the rezoning of land occupied by Rosvall Sawmill from Rural to Strategic Rural Industries zone was lodged in July and discussed at the July Strategy, Planning and Development Committee meeting. A request for further information to support the processing of this plan change has been sent to the Applicant, who is currently working through the information required.

Once all requested information is provided this Private Plan change must be brought to the Strategy Planning and Development Committee for a decision to:

- Adopt the request, or part of the request as if it were a proposed policy statement or plan made by the local authority itself; OR
- Accept the request, in whole or in part; OR
- Reject the request where there is scope to do so in accordance with the requirements of the RMA.

If 'adopted' or 'accepted' notification of the plan change will follow.

#### 1.2.2 ePlan

Enhancements to ePlan have been rolled out this month to improve user experience and ensure compliance with the National Planning Standards.

### 1.3 Performance Measures and Compliance

**Develop, implement, and maintain a District Plan in accordance with the RMA whilst reflecting the desires of the community and issues of sustainability.**

Performance Measure	2023 – 24 target	Compliance
Plan changes are researched, proposed, consulted and reported on as required by Council in accordance with the relevant statutory requirements.	100%	Achieved

### 1.4 Current Challenges/Issues

There are three main challenges in the work programme of the District Plan as outlined below.

#### 1.4.1 Resource Management Reform

There remains uncertainty and a lack of detail around Resource Management (RM) reform and what this may mean for our current work programme. Latest government announcements on RM Amendment Bill #2 (discussed in more detail below) suggest that rescoping or reprioritising our plan reviews may be necessary in the future. We are actively monitoring the RM reform to ensure that we are well placed to adjust our work programme or rescope plan reviews where required.

#### 1.4.2 Natural Hazards Plan Change

The Northland Regional Council (NRC) are in the process of amending flood hazard mapping to account for the impact of stormwater infrastructure on flood levels. We are also aware that the NRC may make other changes to the maps for a variety of reasons as new information comes to light. Council staff are currently reviewing the proposed map amendments and continue to maintain regular contact with the NRC.

In the case that the NRC map amendments are published, it would be necessary to incorporate amended hazard mapping into the District Plan in accordance with the requirements of the Northland Regional Policy Statement. The map amendments if published may be incorporated via a variation to Plan Change 1 or a new Plan Change a later date. The statutory process used will depend on the nature, extent, and timing of published changes.

#### 1.4.3 Sites of Significance to Māori and Significant Natural Areas

Data sovereignty issues associated with the proposed Sites of Significance Plan change and the Significant Natural Areas (SNA) work required under the NPS: IB must be well managed, along with the strategy to produce the work in a partnered and co-designed way. This plan change requires hapū to identify and offer their knowledge into the process. This requires a level of trust around the sharing of this knowledge, and a clear and shared understanding around how this knowledge will be used.

Managing this matter in the procurement of this work, along with ensuring the engagement strategy provides equal opportunity for all hapū to be involved in this mahi, are fundamental to the success of this work.

### 1.5 Overview of Operational Activities

#### 1.5.1 Risk to the Tiriti Relationship

The Sites of Significance to Māori and Significant Natural Areas challenge noted above has the potential to pose a risk in this space if the work is not well managed.

#### 1.5.2 Delegated Financial Authority Policy

Nothing to report this month.

### 1.5.3 Budget/ Financial

## 1.6 *Legislation Changes or Updates*

The Central Government has made the following announcements in relation to RM reform last month:

1. **RMA Amendment Bill #2 and National Direction Package** – The second RMA Amendment Bill, including a National Direction package is expected to be introduced to Parliament before the end of 2024 and passed into law in mid-2025. The changes proposed in this package are wide reaching, covering the following topics: Infrastructure and Energy; Housing; Farming and Primary Sector; Emergencies and Natural Hazards; and System Improvements. At this stage there is limited detail as to the specifics of proposals.
2. **Direction for Natural Hazards** – National direction for natural hazards is to be progressed with the intention of being in place by mid-2025 as part of the wider National Direction package. This is expected to provide direction to councils on how to identify natural hazards, assess the risks, and respond through their planning and consenting. The extent to which any new national direction may impact our Natural Hazards plan change is not yet known.
3. **Amended National Policy Statement for Highly Productive Land (NPS: HPL)** – The amended NPS: HPL was gazetted on 16 August 2024 with the amendments taking effect on 14 September 2024. The requirements for mapped highly productive land to be included in the District Plan remain in the amended version. These maps must be prepared by the Northland Regional Council and incorporated in the Regional Policy Statement, before work to incorporate the maps into the District Plan can commence.

We are actively monitoring and accessing developments in the RM reform space, with a view to seek direction and feedback from elected members as required through the review process.

## 1.7 *Future Planning / What's Coming Next?*

We continue to actively monitor any proposed changes to national direction to ensure ongoing alignment with our current priorities as outlined in Section 1.2.1.



## **2 District Development**

### **2.1 Health and Safety**

Nothing to report.

### **2.2 Current Priorities**

#### **Council Leasehold Properties**

Multiple requests from various leaseholders of Council's Dryland Endowment Property require resolution. Staff are working through the implications of these requests with the matter to be workshopped with Elected Members 3 October 2024.

#### **Customer Focused Council Initiatives**

Recent proposed changes to the organisation structure have provided an opportunity to explore and potentially remedy some existing weaknesses in process and systems, particularly as they relate to matters within the construction supply chain. Staff have commenced engagement with selected departments to assess how they enable our communities to meet their aspirations by consistently and proactively delivering positive experiences through all interactions.

#### **Airport CAPEX**

Ongoing discussions with Ministry of Transport over CAPEX contributions as part of the Airport Joint Venture are consuming a lot of staff time with the Ministry seeking further information as they approach their budget bids. These matters are still to be resolved. The Ministry has invited all joint venture airports to explore options to stand alone while at the same time reiterated their continued commitment to fulfil the requirements of the agreement as they relate to essential airside investment.

#### **Parihaka Transmission Mast**

Work continues with the focus on securing an access permit for the physical works. It is expected to have this matter resolved within the next month. Concurrently, we are advancing efforts on the emergency management plans, with a goal to complete them before Christmas. These developments are important to ensuring the project stays on track and meets safety and operational standards.

#### **Hihiaua Peninsula Consultation**

Staff continue to experience difficulties in resolving the concerns of some Hapū members over the matter of a long-term lease for this site. As it stands, the Local Government requirements to establish a long-term lease have been satisfied in such as the matter has gone out for consultation and submitters have been heard by Council. We have also received feedback from Te Parawhau in support of the lease, although there are other views in Hapū. The Trust have advised that the delays in completing the lease agreement is beginning to impact on their program of works. It had originally been intended to complete all property matters in a single transaction. Now given the delays and work undertaken on the Manaaki building (the old A'Fare building) staff will be executing the lease on this portion, which is unencumbered freehold and selling the building to the Trust while continuing to resolve the other matters of concern. A substantial sum of Council's grant to the Trust has been invested in a major refurbishment of this building as part of stage 2 of the development and they are ready now to commence operating this building in a commercial manner to provide revenue towards operating costs and further development.

#### **Northland Inc. Shareholding**

Council's decision to become a shareholder was contingent on reviewing its commitment beyond year two of the 2024/34 LTP. This is a relatively short time for the Elected Members to gain confidence that the assumed benefits of being a shareholder are being delivered. As such it is in all parties' interests that an agreed upon method to measure performance is established at the

earliest possible moment. Staff are preparing a workshop with Elected Members early October to outline current performance measures, how they are established and how Council can feed into any changes in these in the future.

## 2.3 Current Challenges/Issues

Divergent positions between Hapū and Council on the disposal of Council's Dryland Endowment Property to leaseholders remains an issue in progressing a number of development opportunities.

## 2.4 Overview of Operational Activities through to July 2024

### 2.4.1 Economic Development

#### Business

Stats NZ announced in September that economic activity across New Zealand fell by 0.2 percent in the June 2024 quarter, as measured by Gross Domestic Product (GDP). This follows a 0.1 percent rise in the March 2024 quarter. Over the year ended June 2024, GDP contracted by 0.2 percent compared with the year ended June 2023. This aligns with feedback from local businesses, indicating that trading conditions remain very challenging.

Staff continue to work closely with Northland Inc, fostering deeper relationships and increasing engagement with Council and potential investment opportunities for the district. While still in the early stages, discussions are progressing, particularly around a number of opportunities in the renewable energy sector, which holds significant promise for the region.

At Council's 26 September 2024 meeting, the decision was made to endorse Te Rerenga: Taitokerau Northland Economic Wellbeing Pathway. Northland Inc will now proceed to develop version three of its Action Plan for implementation. Staff will work closely with Northland Inc to feed Council's Long Term Plan (LTP) projects which support this Action Plan to support its implementation.

A Council workshop is being organised in October where Northland Inc will present its current workstreams and potential performance measures.

#### Northland Inc. Update

##### *Business Enterprise and Innovation*

- *In the year to date (25<sup>th</sup> September) our Business Growth Team have engaged with just over 91 Northland businesses through the regional business partnership (RBP), with 48% of those businesses being Whangārei District based. 40% of the 44 Whangārei based businesses are newly registered within the RBP programme. The key areas of support that the businesses are seeking are in the areas of business planning, business systems, managing resources and finances and marketing/comms.*
- *The Tai Tokerau Business Resilience project has come to an end this month. Overall, the programme had almost 2000 business participants take up training and connection opportunities. Almost 40% of those who participated in the offerings were from the Whangārei District. Over the last month some of the events that were delivered in Whangārei include:*
  - *Whangārei Business Women's Resilience Dinner*
  - *Succession & Progression Workshop (targeted at farmers)*
  - *Business Warrant of Fitness Workshop*
  - *Wellbeing Workshops*

*For more information about up our BIG Team activity and upcoming events, please subscribe to the teams monthly newsletter: [Northland Inc \(list-manage.com\)](https://list-manage.com)*

##### *Destination Management*

- *In the first week of September our Trade Marketing Manager was in Australia with a group of Northland Tourism operators to promote the region in the wholesale channel. With Australia*

*being our top market for New Zealand, the goal of these trips is to strengthen trade relationships, provide key updates, and train new staff on our region's offerings.*

- *On the 16<sup>th</sup> of September, applications for the last tranche of the existing Regional Events Fund that Northland Inc has been administering, opened. The Destination team held a workshop on the 24<sup>th</sup> September for those interested in applying and applications close on the 4<sup>th</sup> November. More information about the fund can be found on our website.*
- *Northland's first region-wide food and beverage celebration, Savour Northland, will take place 04 - 28 October 2024. A 3-week programme of events includes 126 events across the region and 42 entries into the Savour Northland challenge. Savour Northland has been created with funding through the Northland Events Fund and sponsors, with marketing support from the Regional Tourism Organisation. Further information: [SAVOUR NORTHLAND | Food Events, experiences & workshops](#)*
- *The Regional Tourism Organisation team hosted international delegates in-region this month, which aim to showcase the region to international markets. In September, these included 11 of New Zealand's top-selling Flight Centre delegates, 11 Chinese Product Managers, and a second Chinese delegation in partnership with Tourism New Zealand, bringing China's state-owned media—one of the largest broadcasters reaching 1 billion consumers—to Northland.*
- *The RTO team have also been out meeting operators in the Whangārei district in partnership with WDC, to reconnect and gain deeper understanding of the experiences on offer. Cheree joined the RTO team for a Māori Cultural Connection tour around Whangārei with Tu Tika Tours.*
- *The fifth round of the contestable Northland Events Fund is now open, which Northland Inc administers on behalf of MBIE. This final round will continue to focus on distributing event funding which drives visitation to Taitokerau Northland, through investment in sustainable and innovative event activity. The activity must lead to a positive impact on the local economic landscape by offering new and exciting experiences within the region. All relevant information can be found [here](#), and any additional queries can be directed to Northland Inc [via email](#). Applications Close on Monday 4 November at 5pm, 2024, with funding announcements on Thursday 21 November, 2024.*

For a full overview of our destination and tourism activity, please subscribe to our monthly Regional Tourism newsletter: [Northland Inc \(list-manage.com\)](#)

#### *Investment & Infrastructure*

- *The team are continuing to work with inward investment opportunities in the Whangarei District, connecting them in with relevant key stakeholders and information they require to enable them to work through the various decision making phases that get them closer to making a decision. We actively connect WDC's district development team into these. Specific opportunities this month that are progressing are primarily in the green energy/technology and manufacturing sectors.*
- *The team are also working alongside a number of private sector projects in the Whangarei District who are pursuing funding from Central Government funds, such as the Regional Infrastructure Fund, EECA, etc.*
- *Northland Inc have signed an MOU with Venture Taranaki which will see both regions working more collaboratively together as they pursue opportunities for optimal land use and primary sector-based value chain diversification within their respective regions. By aligning efforts, the partnership strengthens both region's ability to support farmers, landowners, growers, and businesses in making the transition to more sustainable practices, while opening doors to new industries and export markets. Media Release: [Unique agreement between Taranaki and Northland to accelerate land use diversification projects - Venture Taranaki - Fuseworks \(fuseworksmedia.com\)](#)*

## Whangārei District Airport

- **Airport Rescue Fire Service (RFS) Building Project**

Preliminary site infrastructure work has commenced with construction review due to commence November. The project remains on time and on budget.

- **Airport Operations**

The airport is continuing to operate and comply with CAA requirements.

Ministry of Transport have confirmed that they are looking to provide 50% of the funding for the following projects:

PROJECT	COST	FINANCIAL YEAR	STARTED
1. Upgrade of Navigation Lighting	\$60,000	24/25	Yes
2. Power Capacity Upgrade and pricing	\$50,000	24/25	Design works
3. Sealing of Alpha Taxiway pricing review	\$650,000	24/25	Contractor
4. Standby Generator	\$65,000	25/26	No

Further they have agreed in principle to the following but want some more feedback on:

PROJECT	COST	FINANCIAL YEAR	STARTED
1. Runway Emulsion Coat booked	\$141,000	24/25	Contractor
2. RFS Second Truck	\$1.8m	26/27	No

The emulsion coat is a 50/50 funding split between MoT and Council and is a maintenance requirement for the runway. If not undertaken, the Airport will need to look at resealing the entire runway which would be at a cost of approximately \$2.5 - \$3m. The RFS truck however is 100% funded by MoT.

Discussions continue as to funding on the projects below:

PROJECT	COST	FINANCIAL YEAR
1. Reform and reseal hanger road	\$156,000	24/25
2. Apron Extension	\$1.5m	24/25
3. Carpark Extension	\$450,000	25/26
4. Airport Entrance Driveway	\$150,000	26/27

- **Noise**

There were no noise complaints during the month of September

- **Air New Zealand Cancelled Flights:**

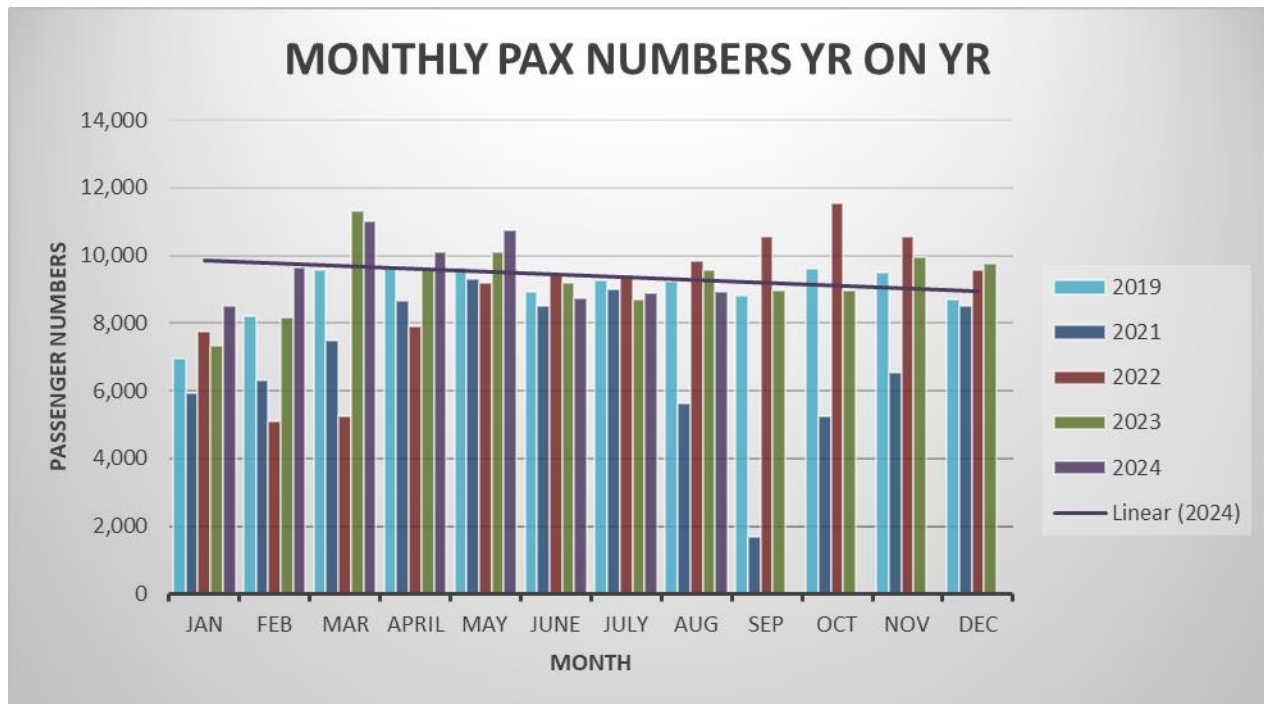
Seven flights were cancelled during September. Six were due to engineering issues.

- **Scheduled flights**

Air New Zealand has had a few issues with their flights during September. The 2pm flight is due to be reestablished late October

- **Passenger Numbers**

Passenger numbers for the month of September were 8,532 which is down on the same time last year, which was 8,973. Whilst this shows a downward trend for monthly PAX numbers, there are have 3 months to go in which the airport is currently sitting at 76% of last years total passengers. It's likely that with getting the 2pm flight back again towards the end of this month, there is a good chance of getting close to, if not exceeding last years figures for the calendar year.



## Parking

Parking revenue for September 2024 was \$18,237, only just up on the same period last year which was \$18,132.

## District Development Update:

- **Guest Nights:** Whangārei's total guest nights decreased by 14% year-on-year in August, consistent with trends across Northland (regionally -14% YOY). However, international guest nights increased by 19% YOY and saw a 39% increase from the previous month.
- **Website Development:** WhangareiNZ.com continues to grow. Total visits to the website increased by 23%, with over 7,330 page views.
- **Social Media:** The Whangarei District Council TikTok page reached the 1,000-follower milestone.
- **Operator Database:** The District Development Co-ordinator has created a Campaign Monitor email database to communicate with businesses and tourism operators. The most recent email shared details of upcoming events such as Cruise, Kiwi Art Trail and the many festivals, enabling businesses to prepare their marketing and plan accordingly.
- **Advertising:** Recent advertising has focused on enticing the domestic market to Come on Up to Whangārei for events such as the Fringe Festival and Savour Northland. A \$300

social media campaign for Fringe saw 81,717 impressions and 1,332 click-throughs to the website.

## Guest Nights

	Guest Nights	Aug-23	Jul-24	Aug-24
Northland	Total	74,500	69,500	64,400
	% YOY		-16%	-14%
Whangārei	Total	23,400	21,100	20,200
	% YOY		-16%	-14%
Far North	Total	45,800	43,000	39,600
	% YOY		-16%	-14%
Kaipara	Total	5,200	5,400	4,600
	% YOY		-11%	-12%

		Jul-23	Jun-24	Jul-24
Northland	Domestic	71,000	64,500	61,500
	% YOY		5%	-13%
	Int.	11,400	7,400	8,000
	% YOY		-23%	-30%
Whangārei	Domestic	22,000	19,700	18,800
	% YOY		7%	-15%
	Int.	3,200	2,100	2,300
	% YOY		-16%	-28%
Far North	Domestic	43,800	39,600	37,900
	% YOY		5%	-13%
	Int.	7,400	4,800	5,200
	% YOY		-9%	-30%
Kaipara	Domestic	5,300	5,100	4,800
	% YOY		0%	-9%
	Int.	800	500	600
	% YOY		-74%	-25%

		Jul-23	Jun-24	Jul-24
Northland		82,500	64,500	69,500
			-9%	-16%
Whangārei		25,200	21,800	21,100
			4%	-16%
Far North		51,200	44,000	43,000
			3%	-16%
Kaipara		6,100	5,700	5,400
			-17%	-11%

Sources: Accommodation Data Programme <https://freshinfo.shinyapps.io/ADPReporting/>

#### 2.4.2 Risk to the Tiriti Relationship

There is ongoing engagement and discussions with Hapū as to their role in Council commercial property. Parihaka Transmission Mast's future location requires ongoing engagement with Hapū as do other proposals of both Council and third parties (i.e. Hihiaua).

#### 2.4.3 Delegated Financial Authority Policy

Nothing to report.

#### 2.5 Legislation Changes or Updates

Nothing to report.

#### 2.6 Future Planning / What's Coming Next?

##### Forestry Properties

Council owns a number of forestry lots throughout the District. Their performance and future use have not been evaluated for some time and it is timely to do so. For the purposes of developing a Council Forestry Strategy, Staff will review forestry managed as commercial forestry – not those held as openspace, which are reported to Infrastructure – with the view of identifying future options to continue or retire from forestry. As well as identifying what the costs of any such actions may be.



### 3 RMA Consents

#### 3.1 Health and Safety

Nothing to report.

#### 3.2 Current Priorities

The team is continuing to manage the processing of resource consent applications, post approval applications and the monitoring of approved consents to meet the performance measure targets in the Long-Term Plan and Annual Plan, as detailed below.

#### 3.3 Performance Measures and Compliance – Year to Date

**Council will process resource consent and associated applications within statutory timeframes.**

Performance Measure	2024 – 25 target	Compliance
Percentage of non-notified resource consent applications processed within statutory timeframes.	≥95%	95%
Percentage of Section 223 and Section 224 applications [processed] for subdivision consents under the RMA within statutory timeframes.	≥95%	100%

**Council will ensure compliance with land-use consents by monitoring consents issued.**

Performance Measure	2024 – 25 target	Compliance
Percentage of land-use consent conditions monitored.		
<i>Note: timeframes will be dependent on priorities based on potential environmental risk associated with non-compliance.</i>	100%	100%

#### 3.4 Current Challenges/Issues

We continue to work closely to the Development engineering team to track consent timeframes. This has contributed to an improvement in the number of non-notified consents issued on time.

#### 3.5 Overview of Operational Activities for September 2024

The number of resource consent applications received in September remained steady. Post approval applications dropped significantly compared to previous months.

Applications of note received over the last month include:

##### Tsunami Sirens

NRC is coordinating the siren roll out on behalf of all three-district councils within Te Taitokerau Northland. This project has been discussed in depth at Te Taitokerau's Civil Defence and Emergency Management Working Group (CDEM) and is supported by hapū representatives, Council's CEO's and Mayors. The siren infrastructure is part of CDEM's toolbox for managing the risk of tsunami across Te Taitokerau Northland.

Currently, there are 205 sirens located throughout Te Taitokerau that do not meet the National Emergency Management Agency (NEMA) standards, the sirens do not meet frequency or messaging requirements of the standard and as such need replacing.

Ninety five (95) new sirens are proposed to replace the old sirens across Te Taitokerau which all have better coverage and will meet NEMA standards.

Resource consent LU2400001 granted approval to establish eight new tsunami sirens (sirens 9, 11, 13, 18, 38, 47, 49 and 53) across the Whangārei District.

There is currently an application to vary the conditions of previously approved land use consent LU2400001 relating to siren 38 - which currently has approval to be located in the Road Reserve of Urquharts Bay Road within Parcel ID: 6629797. Upon further investigation, it was considered necessary to shift siren 38 to a new location and a new resource consent is being sought (LU2400110).

#### Environment Court Appeal – Onoke Heights Limited

Whangārei District Council and Northland Regional Council received a joint application for Onoke Heights Limited for resource consent for a 93 residential allotment subdivision on Dip Road (Sec 1 SO 65970).

The application to the NRC is for consents to undertake approximately 134,349m<sup>3</sup> (52,799m<sup>3</sup> cut and 81,550m<sup>3</sup> fill) of earthworks over an area of 6.8ha and the associated diversion and discharge of stormwater from the earthworks activities.

The application to the WDC was for a combined subdivision and land use application:

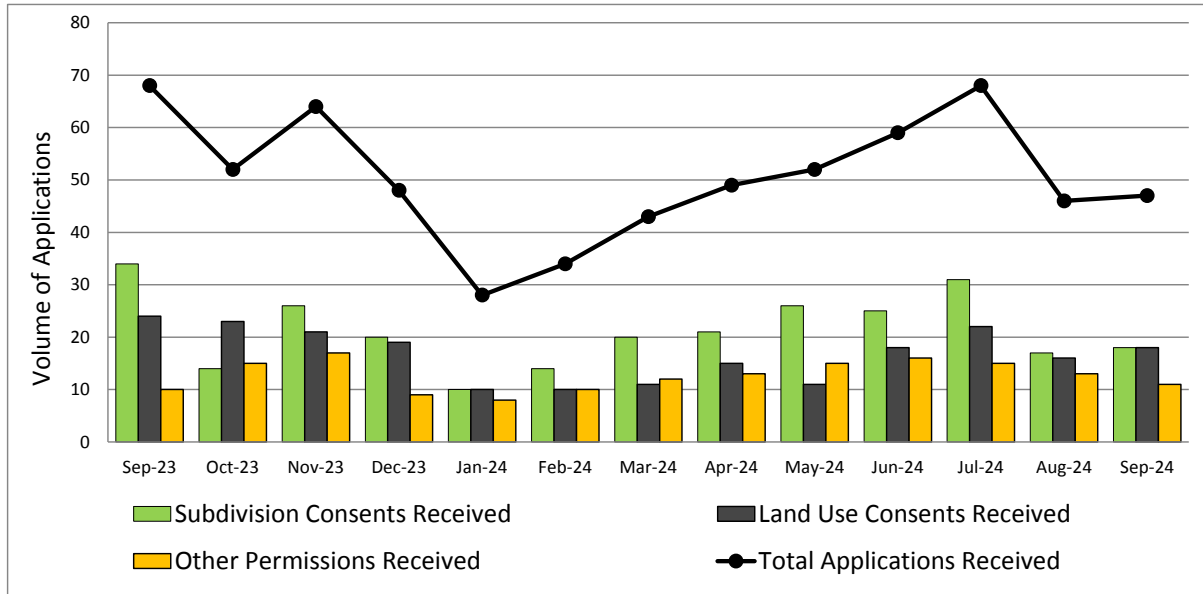
- 93 lot subdivision, with road and drainage and recreation reserve to vest, inclusive of construction and earthworks.
- Land use consent for retaining walls to be constructed within road and side boundary setbacks in the General Residential Zone.

An appeal of the decision approval made by Independent Commissioner Alan Withy on 19 February 2024, was made by Ms Chantez Connor-Kingi to the Environment Court.

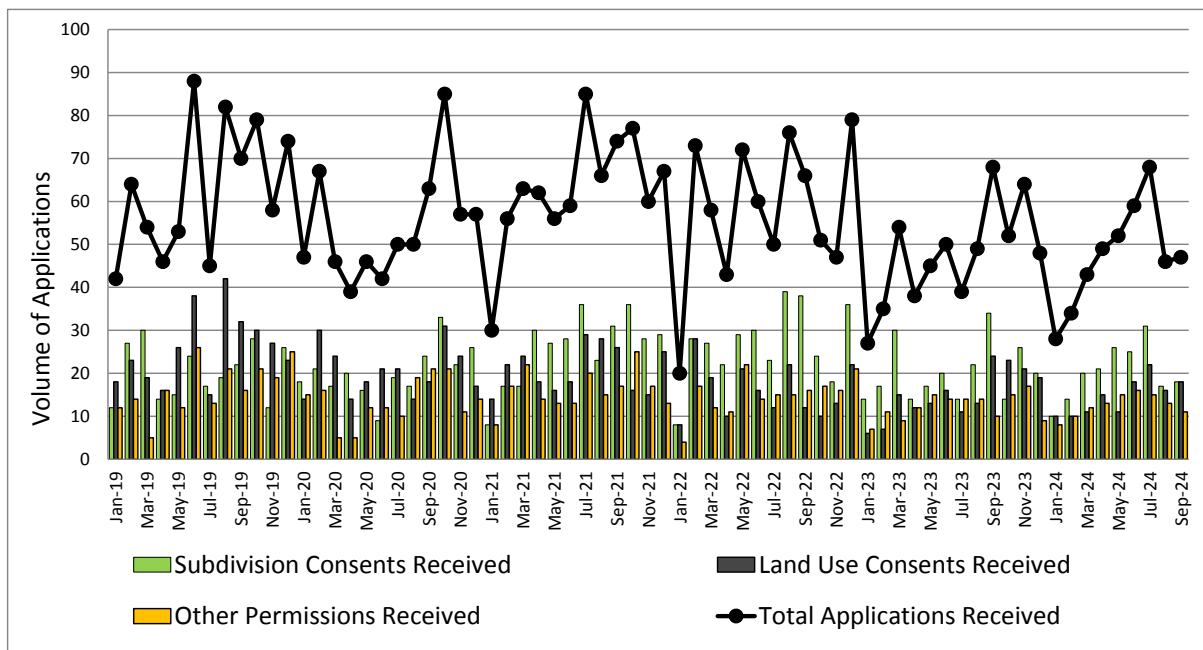
The Environment Court appeal case was heard 23-26 September at Flames in Onerahi on 23-24 September, Site visit by the Court on 25 September, with the final session held at Ngararatunua Marae on Thursday 26 September 2024, commencing with a Powhiri. A number of resource consents and RMA compliance staff attended this Court session.

The hearing is adjourned until November 2024 for consideration of the Applicant's right of reply.

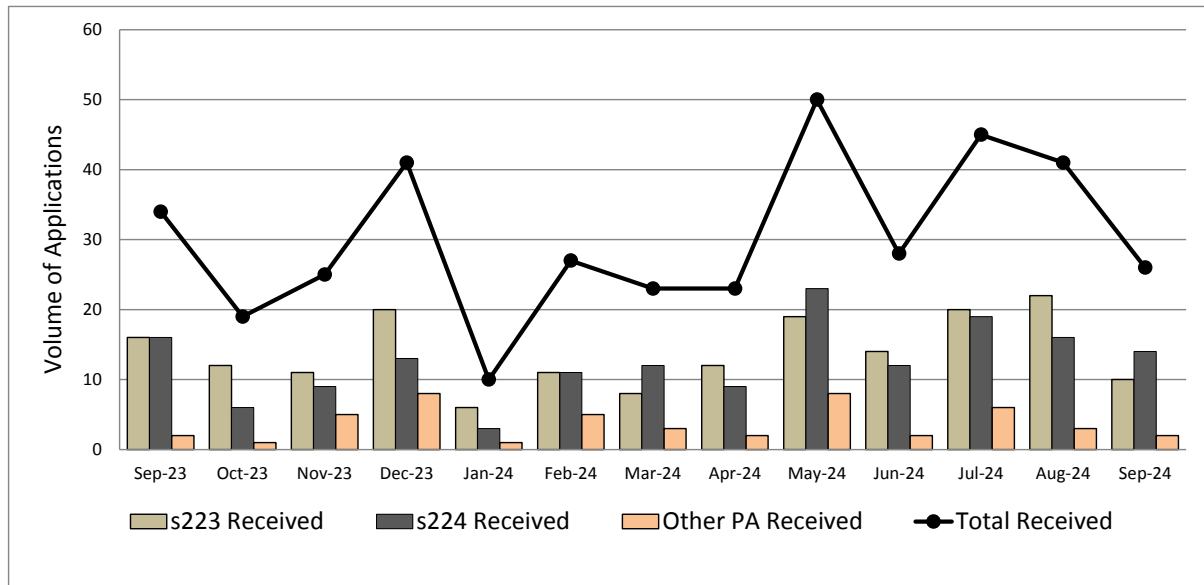
**Total number of applications received over last 12 months**



**All applications received over the last 5 years**



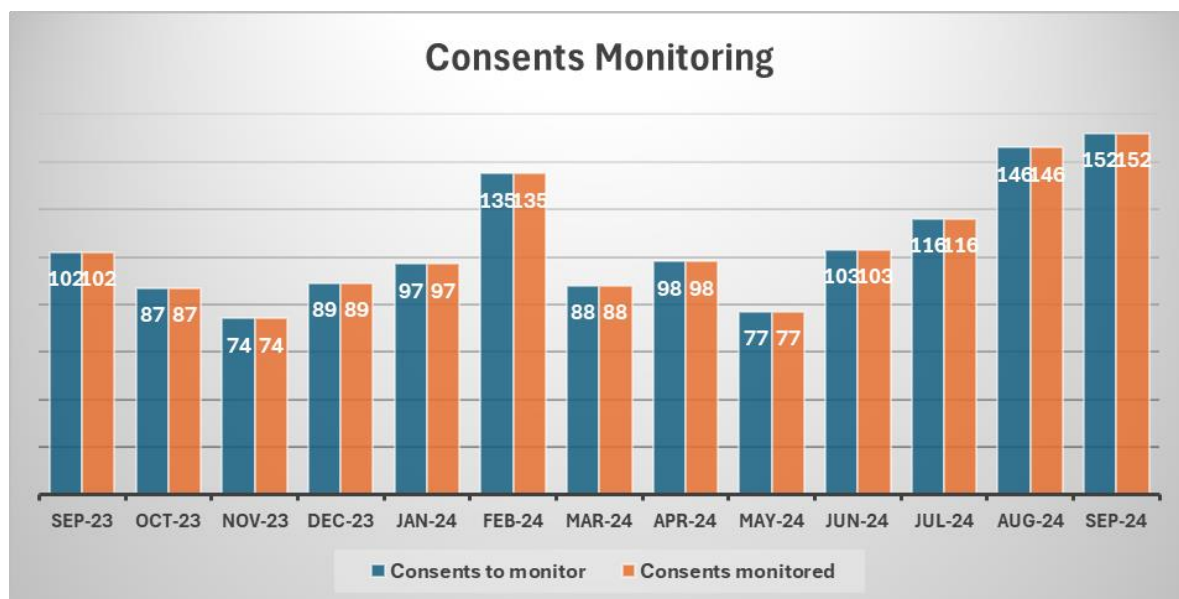
### Number of post-approval applications received over the last 12 months

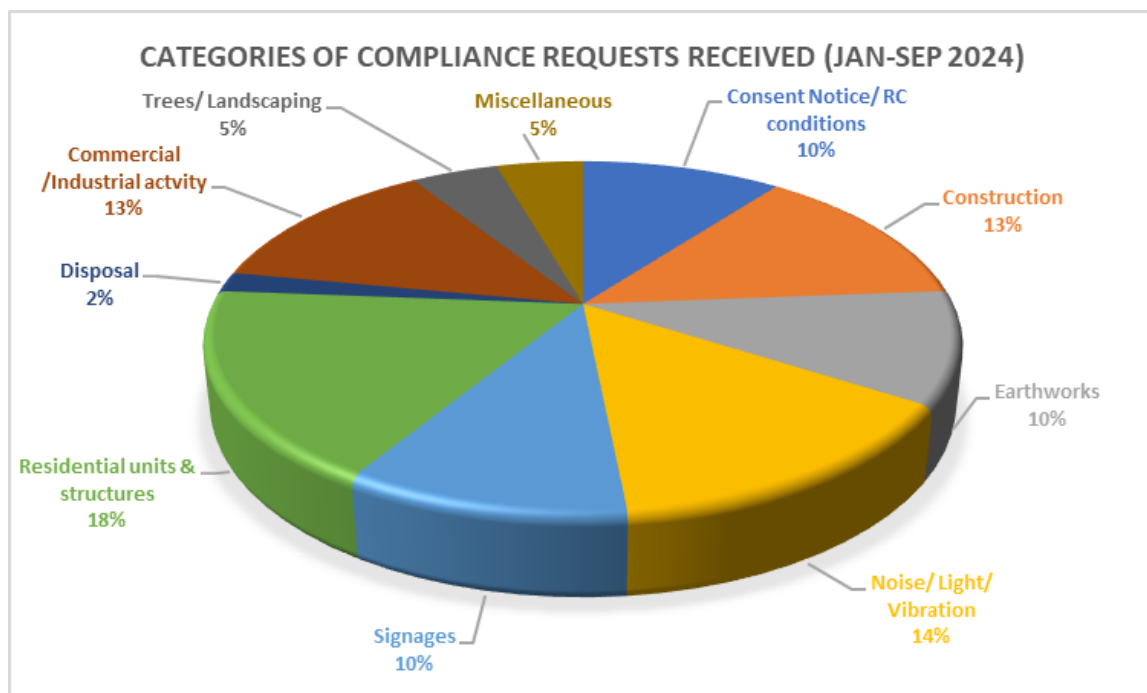
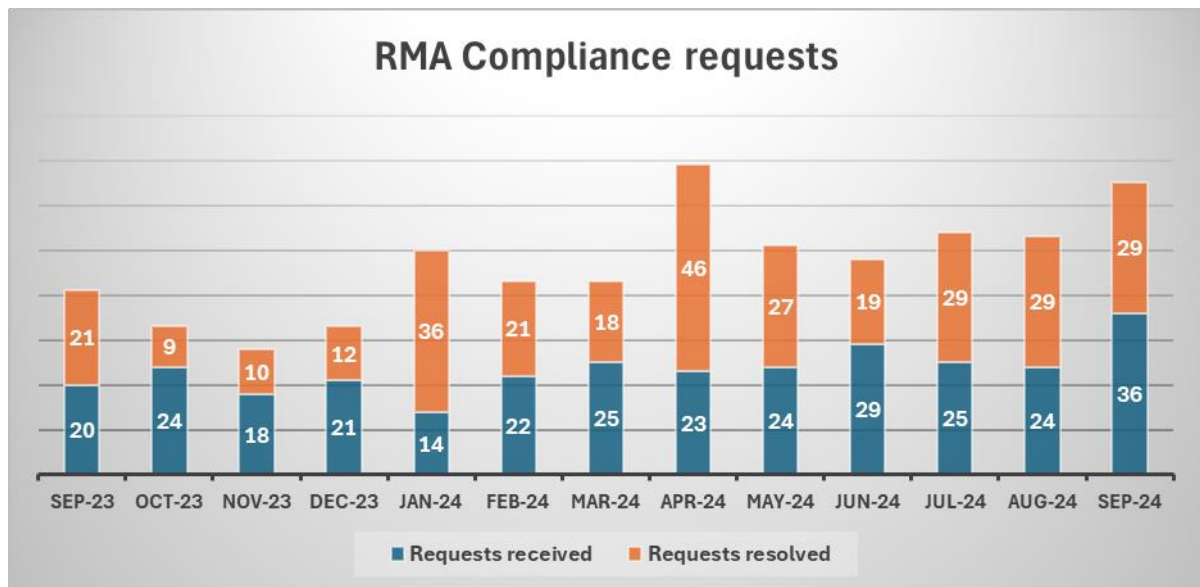


### Compliance

Compared to September 2023, consent monitoring in September 2024 increased by 49%. RMA compliance requests also rose by 80%, with the number of closed requests increasing by 38%. This upward trend highlights a growing workload, driven by new consents being added to monitoring lists and a higher volume of compliance requests received and resolved. Despite the increased demand, the Compliance Team has maintained a 100% completion rate for consent monitoring, with September 2024 recording the highest number of consents monitored to date (152 consents). Compliance categories are highlighted in the pie chart figure, with the majority of requests received in 2024 are in the Residential units & structures category (18% of total requests received) followed closely by Noise/ Light / Vibration category (14% of total requests received).

The coastal protection group, initiated by the Whangarei District Council (WDC) RMA compliance, held a meeting on October 1, 2024, with the Northland Regional Council (NRC) and the Department of Conservation (DOC) to discuss unauthorised coastal protection structures within Esplanade Reserves and Marginal Strips. DOC reiterated its policy against supporting such structures unless tied to larger projects with public benefit. NRC and WDC shared updates on enforcement actions. Both councils agreed to collaborate on an educational pamphlet for property owners on coastal erosion, with plans for a follow-up meeting in early 2025.





### 3.5.1 Risk to the Tiriti Relationship

The RMA Consents team is working on building stronger treaty partnerships with local iwi and hapū. It is noted that the resource consent process can cause friction with iwi/hapū.

### 3.5.2 Delegated Financial Authority Policy

The RMA Consents team is currently in the process of establishing a procurement panel for planning consultants to ensure that use of consultants meets best practice guidelines.

### 3.6 Legislation Changes or Updates

Nothing to report.

## 4 Building Department

### 4.1 Health and Safety

On-going risks include vehicle safety, staff working alone, staff visiting potentially dangerous buildings/members of the public (compliance) and staff inspecting construction sites.

### 4.2 Current Priorities

As outlined last month, we are about to embark on a trial of remote inspections for some low-risk building work.

### 4.3 Performance Measures and Compliance

**Council will responsively and accurately manage the building consents and compliance process.**

Performance Measure	2023 – 24 target	Compliance
Percentage of building consents applications processed within statutory timeframes.	96%	95%
Percentage of inspections completed within two days.	≥95%	96%

The results continue show a small degree of non-compliance with our performance measures in relation to Building Consents issued on-time, despite 98% of consents being issued on-time during September. As outlined previously compliance schedules continue to cause delays with industry taking time to adapt to new requirements.

### 4.4 Current Challenges/Issues

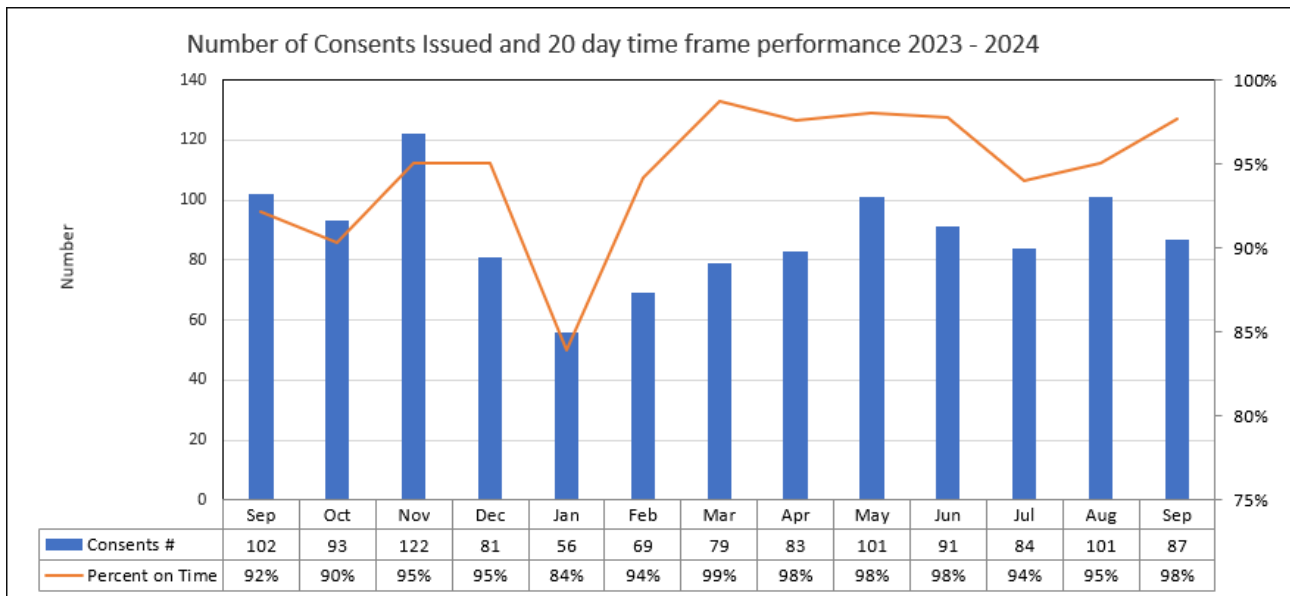
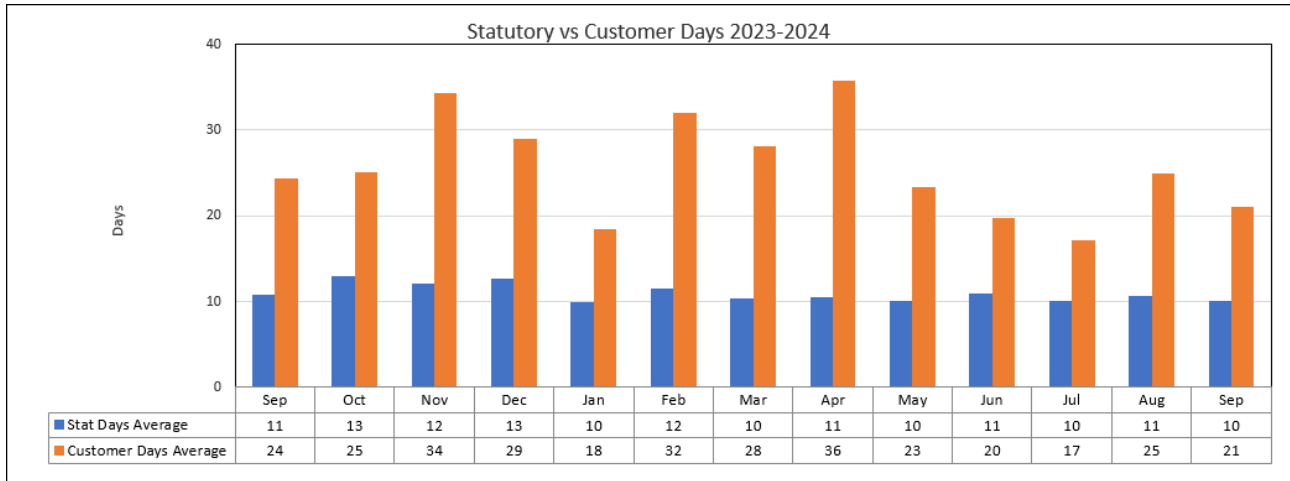
Nothing to report.

### 4.5 Overview of Operational Activities for September 2024

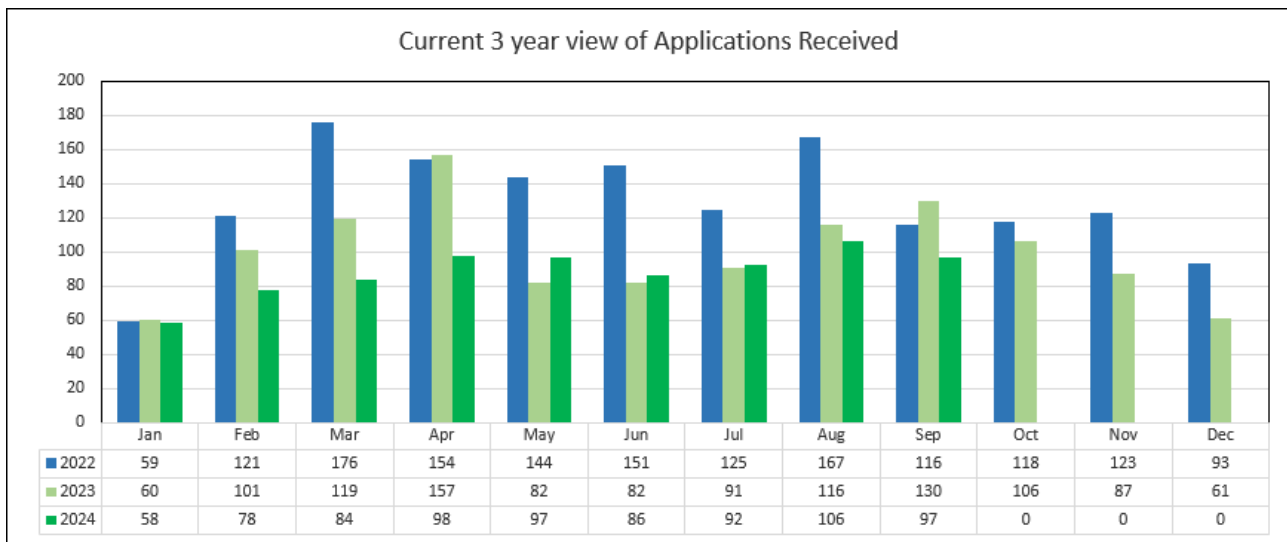
The number of applications received in August was 97, being a slight drop from August but consistent with previous months. Whilst increased numbers are anticipated with current falling interest rates, we have yet to see any sustained trend.

87 consents were granted with 98% being approved within the 20 working day requirement. Average working days per consent was 10, with customer days (total days) being 21.

576 inspections were undertaken in August, being the highest number since May. It is likely that inspections will remain around the 500 per month number for some time yet.







#### 4.5.1 Risk to the Tiriti Relationship

The activities of the building department are not considered to be a risk to the Tiriti relationship.

#### 4.5.2 Delegated Financial Authority Policy

No new contracts were let during September.

#### 4.6 Legislation Changes or Updates

The discussion document from central government on remote inspections was released on 2<sup>nd</sup> October with submissions closing on 29 November. MBIE is seeking feedback on options which include:

- requiring building consent authorities to use remote inspections as the default approach
- requiring building consent authorities to have the systems and capability to conduct remote inspections
- non-regulatory initiatives to lift inspection productivity
- creating a new offence to deter deceptive behaviour during a remote inspection and give building consent authorities more confidence to inspect remotely.

Staff will prepare a draft submission for consideration. However, that discussion has been overshadowed by Minister Penk's announcement of the government's investigation of options for a major review of the building consent system to improve efficiency and consistency.

The only information available to date is contained within the Minister's press release which outlines options including voluntary consolidation of BCAs, Regional BCAs or a centralised single point of contact for applicants (presumably taking the processing function away from existing BCAs).

It is expected that MBIE will arrange workshops with BCAs with reporting back to the Minister and cabinet later in the year and a discussion document to be released early in 2025.

#### 4.7 Future Planning / What's Coming Next?

From recent government announcements significant changes are on the horizon for how we operate as a Building Consent Authority although the extent of those changes is not yet determined.

## 5 Health & Bylaws

### 5.1 Health and Safety

Nothing to report and no additions to the organisational risk register this month.

Generally speaking, however our Regulatory Services contractor, Armourguard and their teams face potential risks to their health and safety mainly related to vehicle safety, staff working alone, and when interacting with potentially dangerous members of the public through their compliance roles.

### 5.2 Current Priorities

Both the Environmental Health team and Regulatory Enforcement Services contractor Armourguard, are continuing to focus on their core functions aiming to achieve their individual performance measures, as highlighted below.

Armourguard's Animal Management team are currently focusing on achieving compliance (through infringements) with the annual requirement to re-register dogs, which became overdue on 1 August, as well as preparing to move into the new animal shelter, at this stage planned for 1 November.

### 5.3 Performance Measures and Compliance

**Council will ensure responses to complaints relating to parking, excessive noise, dogs, stock, and bylaws are carried out within contracted timeframes.**

Performance Measure	2024 – 25 target	Compliance
Percentage of complaints responded to within contracted timeframes.	≥85%	July 2024 = 97% 2024-25 year to date average = 98%

**Council will protect and promote public health by monitoring those premises, which under the Health Act 1956 require annual registration and inspection.**

Performance Measure	2024 – 25 target	Compliance
Percentage of Health Act registered premises inspected annually.	100%	This is an annual measure, only measured at the end of the financial year

**Council will promote food safety by registering and verifying those food businesses which the Food Act 2014 specifies that local authorities can register and verify.**

Performance Measure	2024 – 25 target	Compliance
Percentage of food businesses verified within timeframes as specified by the Food Act 2014.	100%	This is an annual measure, only measured at the end of the financial year

Council will aim to reduce alcohol-related harm by annually inspecting alcohol licensed premises to ensure compliance with the Sale and Supply of Alcohol Act 2012 and licensing conditions in general.

Performance Measure	2024 – 25 target	Compliance
Percentage of alcohol licensed premises inspected annually.	100%	This is an annual measure, only measured at the end of the financial year

## 5.4 Current Challenges/Issues

There are currently no challenges or issues.

## 5.5 Overview of Operational Activities for June 2024

Council's Regulatory Enforcement Services contractor, Armourguard have had a very successful month of August 2024 substantially exceeding their target, whilst processing large number of dog registration renewals.

### 5.5.1 Risk to the Tiriti Relationship

The activities of the Health & Bylaws department are not considered to be a risk to the Tiriti relationship.

### 5.5.2 Delegated Financial Authority Policy

Nothing to report.

## 5.6 Legislation Changes or Updates

No changes or updates to report.

## 5.7 Future Planning / What's Coming Next?

Below follows what going forward will be a monthly update on where we've at with the construction of Council's new animal shelter (dog pound), it's fitout and ultimate transition into.

Project	Current Stage	Estimated Construction Start Date	Estimated Completion Date	RAG Status
New Animal shelter construction	Construction	Sep-22	Oct-24	

Final inspections are underway and a snag list is being worked through. A couple key items remain to be completed; the crush cages and other secondary steel items are currently underway. Documentation for Building Consent approvals has started.

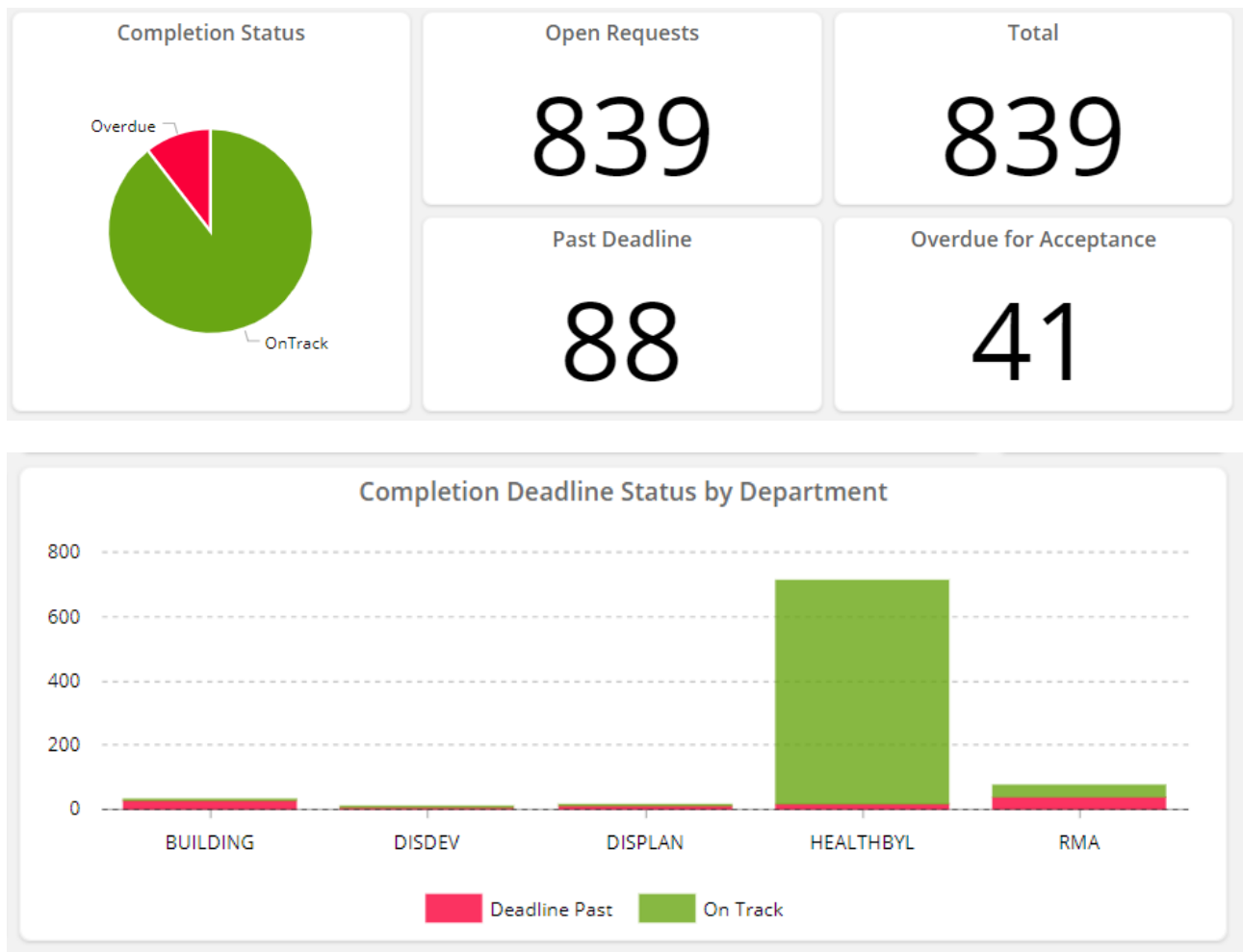
Bank drainage is expected to be installed in December. Building fit out has been delayed and is scheduled for October/ November. The operations team plan to move into the building from November 2024, pending completion of works and receiving the Certificate for Public Use and Practical Completion.

The project remains within the anticipated contract value, and under the total project budget. However, as the project nears completion it is anticipated that there will be significant pressure on the contract value. This is being actively managed.

## 6 Group Requests

Open and overdue requests have increased over the last month (by 113 and 8 respectively), with requests past deadline (increasing from 68 to 88). This reflects an automated increase in requests associated with dog registration processes. As such, CRM numbers for September represent a 15% increase (up by 1% from last month). Plans are in place to manage this increase, which was expected but will be closely monitored by the team. Overall, the management of requests is pleasing, with staff and contractors keeping on top of higher volumes. However, there is still work to do to reduce the number of requests past deadline, and to ensure that we are accepting new requests within timeframes.

### October 2024 – CRM Request Performance Dashboard





# Operations Report Strategy and Democracy

**October 2024**

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## 1. Democracy and Assurance

### 1.1 Health and Safety

No physical Health and Safety issues due to the nature of the work but continuing to monitor wellbeing of staff as resources are stretched. The Department is under pressure due to leave, sickness and resignations as we head into the last quarter of the year.

### 1.2 Current Priorities

- Recruitment for vacant positions and securing support for gaps until processes are complete.
- Adhering to Legislative requirements. This includes meeting the LGOIMA requirements for Council meetings (agenda preparation and public notices) as well as responding to LGOIMA requests.
- Dealing with ad-hoc requests for advice to the Legal team in a timely manner.
- Obtaining necessary information to place insurance coverage for the 1 November 2024 insurance renewal.
- Planning for Local Elections 2025.

### 1.3 Performance measures and compliance

**Our Democratic functions are transparent and meet the legislative requirements.**

Performance Measure	2024 – 25 Target	Compliance Year to Date
11.1.1 Responses to requests for information made under the Local Government Official Information Act 1987 and the Privacy Act 2020 are provided within relevant statutory timeframes.	≥95%	98.05%

Performance Measure	2024 – 25 Target	Compliance Year to Date
11.1.2 Percentage of Council, committee and hearing agendas that meet relevant legislative timeframes.	100%	100%

Performance Measure	2024 – 25 Target	Compliance Year to Date
11.1.3 Percentage of Council recommendations that are not altered by amendment in chambers for reasons of ambiguity.	≥95%	100%

A new measure has been added to record the percentage of amendments in chambers that are made to recommendations for reasons of ambiguity. This measure will be used to provide feedback to staff and encourage clear report writing.

### 1.4 Current challenges/issues

Resourcing and ad hoc demands on staff time are the challenges for this department. The whole department works with the operational staff, the strategic leadership team and the elected member group, this organisational wide stakeholder group creates a unique dynamic for the team to work with. The team are a strong group but lean in number, they work with the resources available. This means that there is continuous prioritisation to ensure that important and urgent tasks are delivered first.

Obtaining insurance for council policies has been a challenge in recent years due to a hard market. However, it is also an administratively difficult process. The insurance renewal is led by the Risk



Management Adviser with assistance from one other staff member. There are 14 different policies, and 10 different community organisations who opt in to insurance through Council's policies. The process requires information gathering with Marsh, staff across the organisation, and the community organisations, as well as updates to the Strategic Leadership team and Council as required.

### ***1.5 Overview of Operational Activities for September***

The Democracy Team supported two Council meetings, six Committee meetings, two Council Briefings, and one Council Workshop in September. Sixty-four alcohol license applications were processed through the District Licensing Committee.

#### **Official Information Requests**

The following information regarding Official Information statistics is for the month ended 30 September 2024.

Council has received 31 official information requests for September 2024. This brings our total for the year to 307.

The legislative timeframe to respond to an official information request is 20 business days.

2 requests from August 2024 were completed after the deadline date. This was due to staffing issues within the departments.

9 of the September requests have been closed. The remaining 22 are in the process of being completed.

Requests vary in complexity, and staff time to respond to requests changes accordingly. While some requests are straightforward, others may need substantial amounts of information from multiple departments. At times, requests can raise issues that need to be addressed by the relevant department outside of the LGOIMA process.

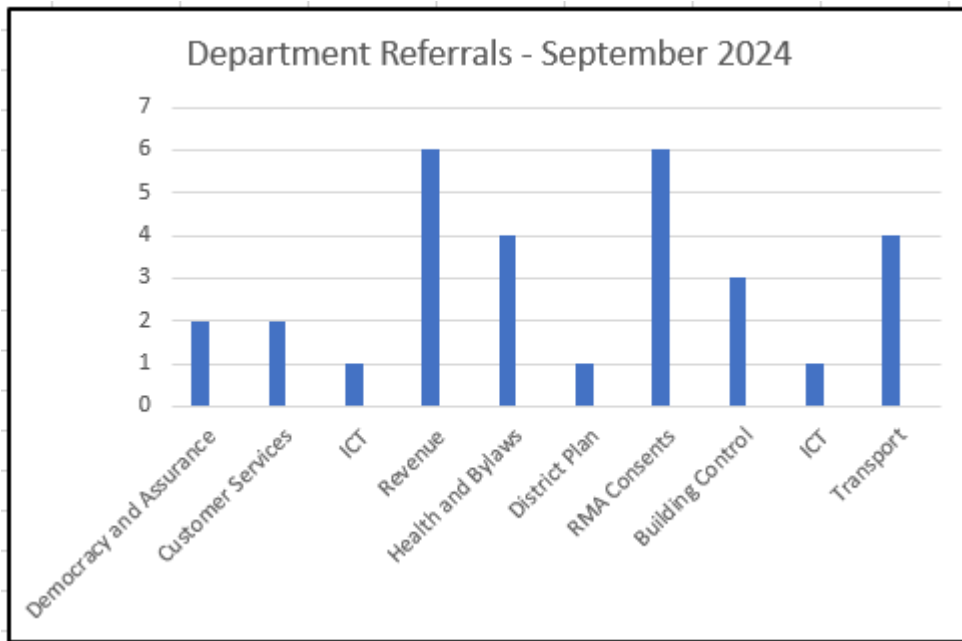
Staff have reviewed the 9 completed requests for September to provide the following information:

The table below outlines the number of days requests took to complete:

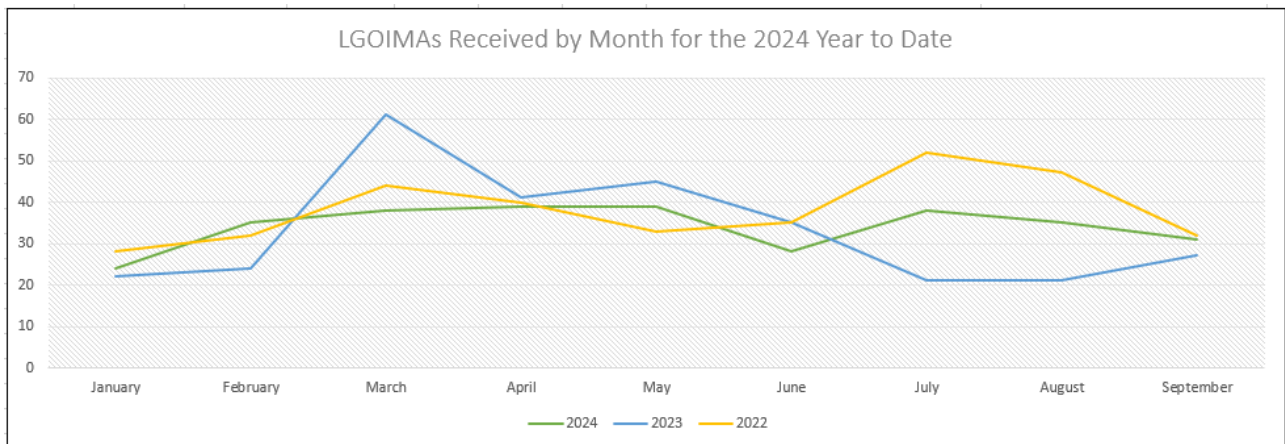
<b>Number of days to complete</b>	<b>Number of Requests</b>
0-4 Days	1
5-9 days	3
10-14 days	3
15-20 Days	2

Different departments are responsible for requests that fall within the scope of their functions, and in some cases, multiple departments are involved. In September, the 31 requests received were referred to the departments as shown in the graph below.

Some requests include more than one department. The numbers shown on the graph may not be the same as the number of requests received in any given month.



Tracking graph of LGOIMA requests received by month in relation to previous years.



## **Risk Management**

The Risk and Audit Committee was held on 4 September and chaired by Council's new independent Chairperson Rachael Dean.

## **Insurance**

The insurance renewal process is underway and will continue through October. Staff are working to update insurance schedules, complete insurance proposals, and coordinate the gathering of necessary information for Marsh to obtain terms from insurers.

Where possible staff are working with Marsh to identify viable options to lower premiums, particularly on more expensive policies such as Material Damage and Business Interruption.

## **Internal audit**

The privacy internal audit is almost complete. This reviews processes in relation to protection, use and disclosure of personal information.

Staff anticipate that the final internal audit report will be put to the December Risk and Audit Committee.

### **1.5.1 Risk to the Tiriti Relationship**

For Democratic, Legal, and Assurance, at an operational level there are no current risks to the Te Tiriti Relationship that have been identified. It is recognised that supporting the democratic process brings with it obligations under the Te Tiriti and The Treaty which the department try to support through provision of democratic services. Interpretation and implementation of these principles, in relation to the legislation continues however to test the status quo.

### **1.6 Legislation changes or updates**

Staff will continue to advise Council on current legislation and are monitoring legislative changes that are coming through parliament for implementation. There are a lot of changes that are being signalled by the Government but until they are in place, or open for consultation, Council is unable to act upon the proposals. We regularly review what legislation is open for consultation and support the relevant department to provide submissions on items of relevance to the district.

### **1.7 Future Planning / What's coming next?**

The Democracy and Assurance department is a department which has a reoccurring, rolling programme of work relating to the Council meetings and legislative deadlines. The other areas or the team work on a request basis so workloads fluctuate.

## 2. Strategy

### 2.1 Health and Safety

The existing team workload is high and will remain high for this financial year. Urgent responses to requests from other departments and Elected Members have put additional pressure on staff resourcing.

### 2.2 Performance measures and compliance

**Our policies and strategies remain up to date and relevant to the community.**

Performance Measure	2024 – 34 target	Compliance
Percentage of statutory policies, bylaws, plans and strategies that are reviewed with the relevant statutory Timeframes. (LTP 2024-34, 11.2.1)	100%	Review of organisation-wide compliance has been completed. 29 statutory documents

### 2.3 Current challenges/issues /risks

#### Resourcing – Strategic Planning and Urban Design

The team welcomes back Lucy Edwards as Council's Urban Designer. Lucy has been on maternity leave and will be rejoining Council 3 days a week. Lucy will be working alongside the team on various projects including the Knowledge Precinct, Placemaking Plans as well as other projects.

Additionally, the team is currently recruiting to fill our vacant position with an update of a selected candidate likely next month.

#### Resourcing – Statutory Policies and Bylaws

Staff have been responding to a request from Elected Members for an urgent regulatory solution to address the use of the Cobham Oval carpark by permanent vehicle dwellers, other people experiencing homelessness, and freedom campers. Staff have been working on this for several weeks, accordingly this priority has delayed the start of consultation on the Alcohol Control Bylaw, the start of the review of the Public Places Bylaw and the Control of Advertising Signs Bylaw. Staff are also assisting the Transport department with the drafting of forthcoming Council resolutions. With one staff member working on a congested Statutory Policies and Bylaws programme there is no room for accommodating additional requests without the consequence of further delays.

#### Email communication with the community

Occasionally Council needs to communicate with large numbers of people via email. There have been issues with various ways in which staff have attempted to do this including limitations on the number of addresses that can be included at once and emails being treated as spam. Due to the recent issues identified through the communication on the Dog Bylaw, staff have sought a more reliable mechanism to contact a large number of email addresses at relatively short notice. Staff are working with the ICT department to establish an appropriate mechanism by the end of 2024.

#### Enabling improved community participation in public hearings

An update on the Future Development Strategy (FDS) is provided in section 2.4 below. As part of the public hearings process on the FDS, two key pieces of feedback were received for further consideration by staff and Elected Members when planning public hearings in the future:

- 1) The need for hearings to have afterhours time slots available to enable those who are unavailable during business hours to participate;

- 2) The need to consider delivering hearings in a less intimidating setting. In general, Council sets up hearings in a very formal manner, creating a 'court like' experience for submitters. This can deter rather than encourage participation. It also reflects an earlier version of the Special Consultative Procedure that has been superseded by amendments to section 83 of the Local Government Act 2002. The legal requirement to allow the public to present their views orally (or in New Zealand sign language) does not necessitate the formal setting that is traditionally used. The legislation also specifically provides for alternative arrangements.

## 2.4 Overview of Operational Activities for August 2024 & Next steps

Project	What we did in September	Next steps
<b>Corporate Planning</b>		
<i>2025-26 Annual Plan</i>	<p>Initial Transportation Briefing on NZTA funding allocation.</p> <p>Agendas prepared for rates review, Stormwater funding and known unknowns.</p>	<p>Detail of NZTA funding implications to be taken to I&amp;S.</p> <p>Briefing on Stormwater funding, rates review and known unknowns (2/3 Oct)</p> <p>Budget packs to be distributed.</p> <p>1<sup>st</sup> cut of carry forwards.</p> <p>High level budget risk register.</p> <p>Clarity on water services plan (WSP).</p> <p>Early communications regarding the WSP.</p> <p>Complete restructure.</p>
<i>2023-24 Annual Report</i>	<p>Activity Profiles forwarded to Design for insertion into draft AR24.</p> <p>SSP performance tables and graphs developed.</p> <p>Commentary provided re Residents Survey.</p> <p>Commenced review of Activities for Design.</p> <p>Additional requests for information received from Audit (Transportation, Water, Wastewater, Building Control &amp; Strategy).</p> <p>Responses uploaded to Deloitte Connect.</p>	<p>Complete review of Activities for Design.</p> <p>Audit staff on-site for 7 Oct.</p> <p>Staff requested to make themselves available during this week to respond to/meet with Audit.</p>
<b>Spatial Planning</b>		

Project	What we did in September	Next steps
<i>City Centre Programme: Knowledge Precinct Plan</i>	<p>The project team ran two successful workshops to explore issues, opportunities and priorities for the Knowledge Precinct.</p> <p>The workshops were for:</p> <ul style="list-style-type: none"> <li>• Elected Members &amp; Project Advisory Board (PAB);</li> <li>• Council staff</li> </ul>	<p>Planning started engagement for hapu and youth.</p> <p>Initial development of a strategic framework.</p> <p>PAB actions not listed.</p>
<i>Placemaking Programme</i>	<p><u>Raumanga</u></p> <p>At the Strategy, Planning &amp; Development Committee of 19 September Raumanga was confirmed as the next location for the Placemaking Plan.</p>	<p>Complete the Project and Engagement Plans for the Raumanga Placemaking Plan.</p> <p>Work with comms team to raise awareness in the community on upcoming community engagement process.</p>

Project	What we did in September	Next steps
<i>Future Development Strategy (FDS)</i>	<p>Public consultation has closed. WDC and NRC received 133 submissions (98 individuals and 35 organisations).</p> <p>Following public consultation, a new process to hear submissions was established between WDC and NRC. The FDS required a hybrid approach and there was no existing template or process on how to run key aspects of the Draft FDS hearings process.</p> <p>In reviewing WDC and NRC's current Standing Orders, the interpretation and application of both Standing Orders would not be appropriate for the public hearings on the Draft FDS. Therefore, a newly drafted Procedure Sheet was prepared, outlining expectations for the Working Group and presenters.</p> <p>On Friday 27<sup>th</sup> September, the FDS Working Group and staff heard from those who wished to verbally present their submission. In general, the hearing process was received positively by participants.</p>	<p>Communications updates included in Council News Oct 2024.</p> <p>Reviewing and processing submissions.</p> <p>Preparation of a Summary of Submissions and Feedback Report</p> <p>Preparation of an Issues and Options Report</p> <p>An Information Report will be prepared for Strategy, Planning and Development Committee in November 2024</p>
<i>Northern Growth Area – Springs Flat</i>	Council staff completed an exploration of a mock application within the Future Urban Zone. This will be used to present EMs with an understanding of development and options for the NGA.	<p>Communications updates included in Council News Oct 2024.</p> <p>Staff aim to have a paper for EMs in October or November, covering how to progress this work.</p>
<b>Statutory Policies &amp; Bylaws</b>		
<i>Alcohol Control Bylaw</i>	Finalised material, then launched and managed public consultation	Consultation closes 21 October; Hearing on 7 November
<i>Dog Management Policy and Bylaw</i>	<p>Implementation planning with Health &amp; Bylaws, Comms and Parks teams.</p> <p>Adopted Policy &amp; Bylaw at September Council meeting</p>	Implementation. New Policy and Bylaw come into force on 28 October. Next review due by April 2029.
<i>Parking and Traffic Bylaw</i>	<p>Council Briefing on 11 September to discuss options for Cobham Oval carpark.</p> <p>Prepared urgent decision report to restrict parking at Cobham Oval (deferred to October).</p>	24 October Council meeting (Cobham Oval)
<i>Public Places Bylaw</i>	Start of review delayed by work on Parking and Traffic Bylaw (Cobham Oval)	Start scoping and research for findings report.

Project	What we did in September	Next steps
<i>Control of Advertising Signs Bylaw</i>	Start of review delayed by work on Parking and Traffic Bylaw (Cobham Oval)	Start scoping and research for findings report.
<b>Climate Change</b>		
<b>WDC lead</b>		
<i>Climate Adaptation Programme – Whangaruru/ Ōākura catchment</i>	<p>WDC staff joined the Ngātiwai interview panel to assist in selecting the most suitable candidate for the Community Engagement Officer position.</p> <p>Additionally, the scoping report is being developed to support the next stage of delivery for the Whangaruru/Ōākura catchment Adaptation Planning project. This scoping work is aimed to define the project's scope and boundaries, including the geographic area, hazards, system properties, key focus areas, and pertinent issues.</p>	<p>Finalise the appointment of the selected Community Engagement Officer and initiate onboarding and orientation activities.</p> <p>Engage with hapū and iwi representatives in preparatory discussions for project implementation.</p> <p>Aim to receive the first draft of the scoping report by the end of November.</p>
<i>Hapū led adaptation - Better Off Funding</i>	A Panui (announcement) was emailed to tangata whenua, informing them that the fund was open for applications. Two evening briefing sessions were held to present information about the funding and address any questions related to EOI submission.	<p>Monitor and track incoming applications from tangata whenua for the fund.</p> <p>Provide additional support and clarification to applicants as needed throughout the application process.</p> <p>Review and assess submitted EOIs in accordance with the fund criteria.</p>
<b>Regional Collaboration</b>		
<i>Climate Adaptation Te Tai Tokerau (CATT)</i>	The Te Kārearea Strategic Partnership Standing Committee has endorsed the nominations of Whangārei Hapū members to serve on the Joint Climate Change Adaptation Standing Committee (JCCAC) of Northland Council, in accordance with the Terms of Reference for the JCCAC. The nominated members are Delaraine Armstrong as the primary Hapū member and Hinemoa Apetera as the alternate Hapū member.	Awaiting Council decision

#### 2.4.1 Risk to the Tiriti Relationship

The Department work programme presents risks to Council's relationship with its Te Tiriti partners, primarily due to project timeframes and resourcing impacting the ability to have meaningful



engagement. Project teams, facilitated by Māori Outcomes, have communicated the benefits of working together while also communicating the constraints and risks transparently to hapū.

## 2.5 Legislation changes or updates

On 1 September 2024, Parliament's Finance and Expenditure Committee (FEC) initiated its inquiry into climate adaptation, building upon the earlier Environment Committee inquiry that concluded without findings. This inquiry seeks to shape key considerations for forthcoming adaptation legislation, spurred by urgent calls for effective strategies following extreme weather events like Cyclone Gabrielle and the Auckland Anniversary floods. The committee is gathering submissions from a wide array of stakeholders, including insurance companies, regional councils, and Māori representatives, to address immediate adaptation challenges, particularly concerning land used for tikanga practices. Emphasising the financial implications of adaptation, the FEC is fostering bipartisan collaboration to develop long-term solutions, recognising that climate adaptation is a multi-generational challenge requiring ongoing attention and public engagement.

### 3. Māori Outcomes

#### 3.1 Health and Safety

No work environment related issues raised, continue to monitor workload.

#### 3.2 Current Priorities

Ongoing priority is to enhance the organisation's cultural competency and deepen meaningful engagement with Whangārei hapū, mana whenua, and iwi.

To support engagement practices, an internal Engagement Hub is being established on Kete. This hub will serve as a key resource for staff to guide effective engagement with hapū, mana whenua, and iwi. The hub will feature several key sections, including:

- Comprehensive hapū contact information.
- A historical overview of Te Huinga, along with practical guidance on engagement protocols.
- Detailed information on Te Kārearea, including procedures for progressing agenda items for engagement purposes.
- This initiative is spearheaded by our Engagement Advisor, with oversight from the wider team, ensuring a collaborative and holistic approach to content development.

Additionally, a critical focus for Māori Outcomes is the ongoing review and finalisation of our Māori Services and Engagement Policy. Given the frequent need for Māori engagement across various organisational projects, this policy will provide essential guidelines for assessing and improving engagement rates.

#### 3.3 Performance measures and compliance

**To maintain and improve opportunities for Māori to contribute to local government decision-making processes.**

Performance Measure	2024 – 25 target	Compliance
Engage the collective hapū of Whangārei each quarter throughout the reporting period to discuss matters of importance to tangata whenua and Council. (LTP 2024-34 11.3.1)	100%	First of these engagements yet to be scheduled.
Engage with Te Huinga each quarter in the reporting period to discuss matters of importance to Te Huinga and Council. (LTP 2024-34 11.3.2)	100%	First of these engagements yet to be scheduled.
Design and distribute an annual survey to Māori to support monitoring outcomes for Māori in contributing to local government decision-making processes. (LTP 2024-34 11.3.3)	75%	Survey yet to be designed.
Produce a Tiriti audit, review and implement all recommendations by 30 June 2027. (LTP 2024-34 11.3.4)	75%	Stage One of Two Stage Treaty of Waitangi audit ("Treaty Health Check") for all of Council has been completed.  Stage One (Jul-Aug)   A stocktake via workshops of the current state of the

relationship between Māori and Council Governance and Operations.

Stage Two (Sep-Oct) | An assessment of the opportunities and challenges elicited from the stage one workshops for the relationship between Māori and the Council.

### 3.4 Current challenges/issues

Māori Outcomes continue to provide support across both engagement with hapū and provide cultural support across the organisation. With our small team, we prioritise and manage numerous requests throughout the organisation. The challenge lays with the obligation of meeting the requests of all parties when capacity to meet these requests is facing constant pressure. This means that through our internal prioritising process, some departments requests will not be met.

#### 3.4.1 Risk to the Tiriti Relationship

Māori engagement is layered with cultural, historical, relational, and societal complexities which require a level of local intelligence to ensure effective relations. Māori engagement for Whangārei District Council aligns to both the general and Treaty orientated statutory obligations regarding the 'views', 'diversity', and 'interests' 'of all its communities', while maintaining and improving 'opportunities for Māori to contribute to local government decision-making processes.'

Māori engagement is fostered across three tiers for which Whangārei district-based hapū are represented.

#### NGĀ HAPŪ O WHANGĀREI | TE HUINGA | TE KĀREAREA

- The Te Kārearea Strategic Partnership Standing Committee is the Council committee which half of the membership of eight members is made up by hapū appointments.
- Te Huinga is a hapū forum established to provide an interface with Whangārei District Council who also facilitate hapū member appointments to Te Kārearea now in their second term as a standing committee in the Council's governance structure.
- While both Te Huinga and Te Kārearea are the two Whangārei hapū representation bodies for the full collective of Whangārei district-based tribes, not all hapū are active members within Te Huinga nor participate in the appointment process to Te Kārearea.

To this end and Whangārei District Council's prioritisation of hapū agency via mandated hapū delegates/delegations, provides for wider engagement coverage. Within this space an informal forum allows for all hapū of Whangārei to engage priority Council matters of importance, programmes, and activities.

However, while three representative tiers might appear robust for Māori engagement purposes, capacity-and-capability within non-resourced based working spaces for hapū, coupled with vastly various levels of urban and rural based priorities and activities, adds further complexity to providing full coverage, and therefore, prior and informed engagement.

### 3.5 Overview of Operational Activities for September

#### Cultural Capability support for:

- Cultural support at Tangateroia for Elected members/ Mayor
- Internal whakatau
- Māori Services/Engagement Hub
- Hapū support/cadet role.

## Māori Engagement support for:

### *Hapū/Iwi Engagement*

- FDS hapū hui
- Te Orewai public toilets
- Ngāti Kahu o Torongare quarterly WDC hui
- Cruise Ship (Northport) | Hapū involvement
- Māori Wellbeing Fund
- Waterfront to City Centre Connection | John Street Design
- Waikaukau Causeway
- Pukekauri/Takahiwai Dam
- Hīhītaua Lease
- Engagement System/Portal
- Hapū Cadet
- Reserve Management Plan Hapu Engagement
- Transitional area Cafler Park
- Whananaki and Parua Bay consents
- Taiharuru Marae Site visit

### *Hapū Engagement*

- Resource Management Consents
- Airport Location Study | Open meeting for Hapū

## Internal Meetings

- Hikurangi repo project
- Welcoming communities week
- Parks planning projects
- Infrastructure Planning
- Northern Growth SME Workshops
- Resource Management
- Infrastructure Capital Programmes
- Papakāinga contestable fund

## Te Kārearea | Standing Committee

- September Standing Committee meeting.

### 3.5.1 Delegated Financial Authority Policy

Nothing to note.

### 3.6 Legislation changes or updates

The new government has been quick to work on a suite of legislative changes largely rolling back significant initiatives implemented by the previous government affecting local government. While the previous government were committed to strengthening the nation's Tiriti o Waitangi responsibilities, the new coalition government have signalled a different approach to how it sees the nation's responsibilities under the Tiriti o Waitangi.

### 3.7 Future Planning / What's coming next?

Ongoing development and improvement of tools, frameworks, and materials that enhance organisational cultural understanding, capability, and improved delivery.

Continued development of a framework to increase Council's competency and understanding of effective engagement with Māori, including developing capability around Māori culture and traditions, enhancing processes to support Māori outcomes, and to develop Māori capacity in decision-making.

**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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for passing this resolution</b>
1.1 Regulatory Overview	Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public, are as follows:

<b>Item</b>	<b>Grounds</b>	<b>Section</b>
1.1	The making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences and the right to a fair trial.  To maintain legal professional privilege.	S6(a)  S7(2)(g)

**Resolution to allow members of the public to remain**

If the 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 \_\_\_\_\_.