

# Strategy, Planning and Development Committee Agenda

**Date:** Thursday, 20 March, 2025

**Time:** 9:00 am

**Location:** Civic Centre, Te Iwitahi, 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 20 February 2025	7
<b>4. Decision Reports / Whakatau Rīpoata</b>	
4.1 New Private Road Name – RMA Consents – Carvall Enterprises Ltd – SD2200023	11
4.2 Road Naming Application – Burton – Ngunguru Road – SL2200042	19
4.3 Whangārei District Airport Draft Statement of Intent 2025-2026	39
4.4 Whangārei District Airport Half Yearly Financial Report to 31 December 2024	61
<b>5. Information Reports / Ngā Pūrongo Kōrero</b>	
5.1 Operational Report - Strategy Planning and Development - March 2025	85
<b>6. Public Excluded Business / Rāhui Tangata</b>	
6.1 Confidential Minutes Strategy, Planning and Development Committee meeting 20 February 2025	

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

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

Please refer to minutes for resolutions.

## ***Strategy, Planning and Development Committee – Terms of Reference***

### **Membership**

**Chairperson** Councillor Ken Couper

**Deputy Chairperson** Councillor Scott McKenzie

**Members** 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, 20 February, 2025  
**Time:** 9:00 a.m.  
**Location:** Civic Centre, Te Iwitahi, 9 Rust Avenue

<b>In Attendance</b>	<p><b>His Worship the Mayor Vince Cocurullo</b>  <b>Cr Gavin Benney</b>  <b>Cr Nicholas Connop (Teams)</b>  <b>Cr Ken Couper</b>  <b>Cr Jayne Golightly</b>  <b>Cr Phil Halse</b>  <b>Cr Deborah Harding</b>  <b>Cr Patrick Holmes</b>  <b>Cr Scott McKenzie</b>  <b>Cr Marie Olsen</b>  <b>Cr Carol Peters (Teams)</b>  <b>Cr Simon Reid</b>  <b>Cr Phoenix Ruka</b>  <b>Cr Paul Yovich (Teams)</b></p>
<b>Scribe</b>	<b>D.Garner (Democracy Adviser)</b>

### 1. **Declarations of Interest / Take Whaipānga**

Item 6.1 – Marina Updates

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

There were no apologies.

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

#### 3.1 **Minutes Strategy, Planning and Development Committee 10 December 2024**

**Moved By** His Worship the Mayor  
**Seconded By** Cr Deborah Harding

That the minutes of the Strategy, Planning and Development Committee meeting held Tuesday 10 December 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**

### **3.2 Minutes Strategy, Planning and Development Committee 21 November 2024**

**Moved By** Cr Marie Olsen

**Seconded By** Cr Scott McKenzie

That the minutes of the Strategy, Planning and Development Committee meeting held Thursday 21 November 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 Approval of New Private Road Name – Glenview Estate Ltd**

**Moved By** Cr Marie Olsen

**Seconded By** His Worship the Mayor

That the Strategy, Planning and Development Committee:

1. Approve the name of the private road off Kara Road as Stevens Way.

**Carried**

### **4.2 Approval of New Public Road Names – RMA Consents – SD740202**

**Moved By** Cr Phil Halse

**Seconded By** Cr Deborah Harding

That the Strategy, Planning and Development Committee:

1. Approve the name of the public road #1 off Tamure Place as White Sands Road.
2. Approve the name of the public road #2 off Tamure Place as Cape Barron Way.
3. Approve the name of the public road #3 off Tamure Place as Markley Place.

**Carried**

**4.3 New Road Name – RMA Consents – Greenstar Properties Ltd – Ref SD2000147 – Stage 2**

**Moved By** Cr Gavin Benney

**Seconded By** Cr Paul Yovich

That the Strategy, Planning and Development Committee:

1. Approve the name of the public road off South End Ave as Stan Semenoff Lane.

**Carried**

*Cr Simon Reid requested his abstention from voting on the motion be recorded.*

**4.4 Plan Change 2 General Amendments – decision on the recommendations of the Independent Hearing Commissioner**

**Moved By** Cr Scott McKenzie

**Seconded By** Cr Phoenix Ruka

That the Strategy, Planning and Development Committee:

1. Adopts the recommendations of the Independent Hearing Commissioner in Attachment 1 as the Council's decision on the matters raised in submissions on Proposed Plan Change 2, pursuant to Schedule 1, Clause 10(1) of the Resource Management Act 1991.

**Carried**

*Cr Nicholas Connop joined the meeting via Teams at 9:14am during discussion on Item 4.4.*

**5. Information Reports / Ngā Pūrongo Kōrero**

**5.1 Operational Report - Strategy Planning and Development - February 2025**

**Moved By** His Worship the Mayor

**Seconded By** Cr Scott McKenzie

That the Strategy, Planning and Development Committee notes the Strategy and Democracy and Planning and Development Operational reports for February 2025.

**Carried**

## 6. Public Excluded Business / Rāhui Tangata

**Moved By** Cr Deborah Harding

**Seconded By** Cr Simon Reid

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)

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**

*A short break was taken from 9:27am to 9:35am.*

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

The meeting concluded at 9:38am.

Confirmed this 20<sup>th</sup> day of March 2025

Cr Ken Couper (Chairperson)

## 4.1 New Private Road Name – RMA Consents – Carvall Enterprises Ltd – SD2200023

**Meeting:** Strategy, Planning and Development Committee  
**Date of meeting:** 20 March 2025  
**Reporting officer:** Ricardo Zucchetto – Matatau - Post Approval Officer

### 1 Purpose / Te Kaupapa

To name a private road 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 road off Whareora Road as Northwood Rise.

### 3 Background / Horopaki

A road naming application has been received to satisfy conditions of a subdivision for Carvall Enterprises Ltd to name a private way road off Whareora Road, Whangarei. The proposed names are considered in accordance with Council's Road Naming Policy 2024.

The applicant supplied the following names:

- **Northwood Rise** – This is our preferred name, as we believe it best reflects the character of the subdivision. All sections face north and enjoy northerly views. The name Northwood Rise also complements the prominent old-growth pine trees scattered throughout the area and the post-and-rail fencing throughout the subdivision. Additionally, it pays homage to the land's heritage and the nearby Rosvall Sawmill, originally founded by John Rosvall and his father Percy. John remains a landowner with strong ties to the area and the subdivision.
- **Hayfield Lane** – This name references the history of this part of the farm, dating back to Percy Rosvall's early days of farming. This area, with its rolling terrain, was dedicated to hay production. We believe this is a suitable second choice that also acknowledges the heritage of the area.
- **Pillarstone Lane** – Our third choice references the stone pillars that will be constructed near the entrance, setting the tone for the subdivision.

### 4 Discussion / Whakawhiti kōrero

Under Council's recently adopted policy if the naming relates to a private road and Māori road names are not proposed, as is the case here, then consultation is not required.

However, applicants and developers are encouraged to work with mana whenua as to whether they have an interest or historical knowledge of the land or area on which the road is

to be constructed and asked if they wish to contribute Māori road names at the beginning of the development process.

While not required under the policy it is understood that the applicant sought to engage with mana whenua regarding potential road names, but did not receive feedback for inclusion in the application.

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

This road name application is a condition of their consent, and the associated cost is recovered from the applicant.

### **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



# Attachment 1 - Road Name Application



Private Bag 9023, Te Mai, Whangārei 0143, New Zealand  
P +64 9 430 4200 | 0800 WDC INFO | 0800 932 463  
E mailroom@wdc.govt.nz [www.wdc.govt.nz/ContactUs](http://www.wdc.govt.nz/ContactUs)

## Application for Road Naming

Thank you for making an application to name a road or accessway. It is a privilege to be able to suggest a name a road or accessway within our district. Please familiarize yourself with our Road Naming Policy, which is available on our website.

## Points to remember when making an application

- Please print clearly to ensure the form is easy to read.
- We will respond 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)
- Please supply all supporting documentation including any consultation, background information and any other relevant information to aid the approval process.
- Incomplete applications will be given the opportunity to amend and resubmit.

## How to get this application to us

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

## Applicant or Agent Details

Name(s) Carvall Enterprises Ltd.

Development Address Whareora Road, Whareora

Council File Ref SD/SL/LU SD2200023 PID119052

Email sarah@simpsonshaw.co<sup>nz</sup> Mobile (09)4387170

### Proposed Road Name Details

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

If it is a Public road, you must undertake consultation with the appropriate mana wherua. If you are unsure who to contact, please email [mailroom@wdc.govt.nz](mailto:mailroom@wdc.govt.nz) (Attention: RMA Consents) who can assist.

Public  Private

Proposed road name 1:

Northwood Rise

**1. Northwood Rise:** This is our preferred name, as we believe it best reflects the character of the subdivision. All sections face north and enjoy northerly views. The name "Northwood Rise" also complements the prominent old-growth pine trees scattered throughout the area and the post-and-rail fencing used throughout the subdivision. Additionally, it pays homage to the land's heritage and the nearby Rosvall Sawmill, originally founded by John Rosvall and his father Percy. John remains a landowner with strong ties to the area and the subdivision.

Proposed road name 2:

Hayfield Lane

**2. Hayfield Lane:** This name references the history of this part of the farm, dating back to Percy Rosvall's early days of farming. This area, with its rolling terrain, was dedicated to hay production. We believe this is a suitable second choice that also acknowledges the heritage of the area.

Proposed road name 3:

Pillarstone Lane

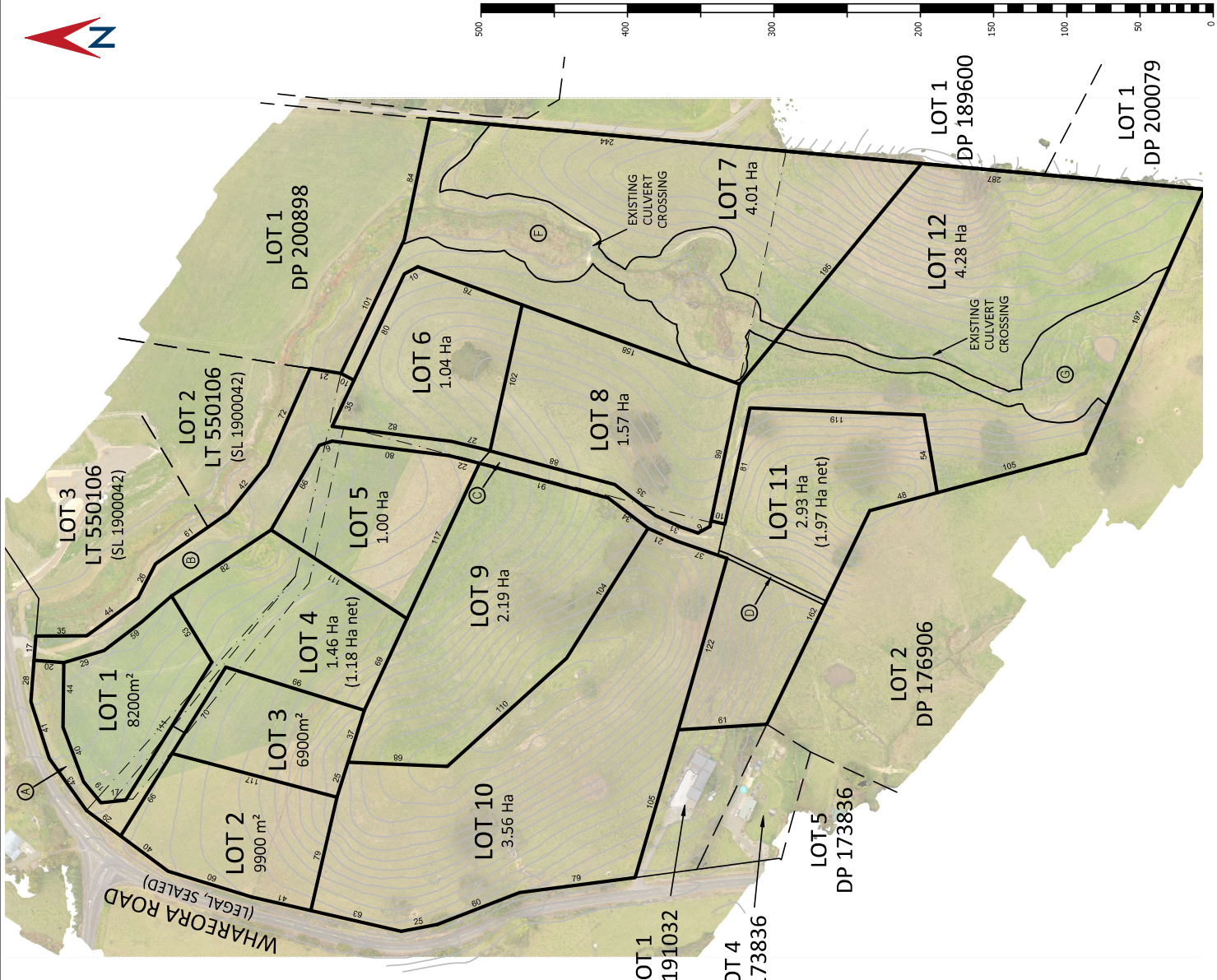
**3. Pillarstone Lane:** Our third choice references the stone pillars that will be constructed near the entrance, setting the tone for the subdivision.

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

Memorandum of Easements			
Purpose	Shown	Benefited Land	
Right of way, right to convey electricity and telecommunications	(A)	Lots 1-3 hereon	
	(B)	Lots 5-10 & 12 hereon	
	(C)	Lots 8-10 & 12 hereon	
Right to convey water	(B) (C)	Lot 2 DP 176906, Lot 1 DP 111911	
	(D)	Lot 11 hereon	
Memorandum of Easements in Gross			
Purpose	Shown	Burdened Land	Grantee
Right to convey electricity and telecommunications	(B) (C)	Lot 11 hereon	Northpower Ltd Northpower Fibre Ltd
	(A)	Lot 4 hereon	

Easements A, DP 550106 & B, DP 368700 (created by EI 8555868.5) are to be Surrendered  
 Easements C & D, DP 368700 (created by EI 11466332.3) are to be Surrendered  
 Areas F & G are to be Conservation Covenants

**SD2200023**  
**APPROVED**  
 Laura Christian  
 30 June 2022



- NOTES**
- This plan is Copyright to Simpson Shaw Surveyors.
  - This is a concept plan. Areas and Dimensions are approximate only and subject to final survey.
  - This plan may not be used for Sale and Purchase agreements without first obtaining written consent from Simpson Shaw Surveyors.
  - Contour interval is 2.5m
  - Conservation Covenant Boundaries sourced from Wildland Consultants Ltd report No. 6017.

**TOTAL AREA = 24.6Ha**  
**COMPRISED IN**  
**RT's 280962, 280961 & 947489**

- LEGEND**
- LOT BOUNDARIES
  - ABUTTAL LINES
  - EASEMENT LINES
  - RT LINE
  - CONTOURS

15			
B	30/05/22	REVISED BOUNDARIES	QT
A	20/12/21	ADD WETLAND	AT

**SIMPSON SHAW**  
**LAND AND ENGINEERING SURVEYORS**  
 P. 09 438 7170 • F. 09 438 8680 • E. surveys@simpsonshaw.co.nz  
 154 Bank Street, Whangarei • PO Box 631, Whangarei, 0140  
 www.simpsonshaw.co.nz

**CLIENT**  
 CARVALL ENTERPRISES LTD  
 WHAREORA RD, WHAREORA

**PROJECT**  
 PROPOSED SUBDIVISION: LOTS  
 1, 2 DP 368700 & LOT 4 DP 550106

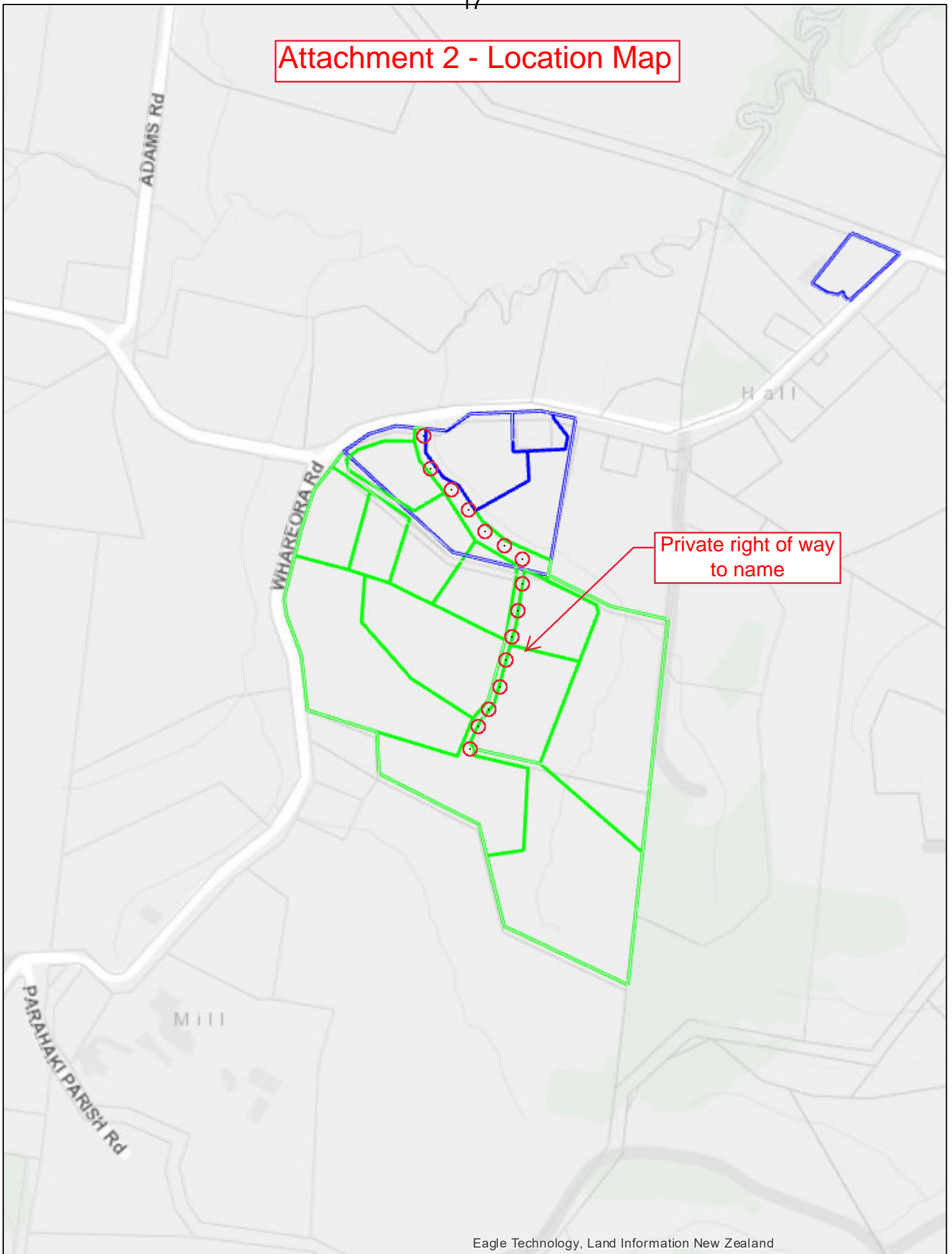
**TITLE**  
 SCHEME PLAN

DRAWN	QT	CHECKED	SRP
PRINTED	01/06/2022		
DRAWING	<b>20-017-S003</b>		
SCALE	1:3000		
	<b>(A3)</b>		





# Attachment 2 - Location Map



Eagle Technology, Land Information New Zealand

GIS Maps Print



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

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

Monday, March 27, 2023

Scale: 1:7,000  
Projection: NZGD2000 / NZTM 2000

Original Sheet Size 210x297mm





## 4.2 Road Naming Application – Burton – Ngunguru Road – SL2200042

**Meeting:** Strategy, Planning and Development Committee  
**Date of meeting:** 20 March 2025  
**Reporting officer:** Toni Satherley - Post Approval Officer – RMA Consents

### 1 Purpose / Te Kaupapa

To name a private access way 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 road off Ngunguru Road as Memory Lane.

### 3 Background / Horopaki

A road naming application has been received to satisfy conditions of a subdivision for Lisa Burton (Kingdom Kidz Early Childhood Centre) to name a private access way off Ngunguru Road, Whangarei. The proposed names are considered in accordance with Council's Road Naming Policy 2009, as this application was first received/lodged 1 November 2024.

The applicant supplied the following names:

- Memory Lane – A place where many found memories are made.
- Favour Lane – Favourite place to be.
- Sunshine Lane – A place of good sunny happy vibes

### 4 Discussion / Whakawhiti kōrero

No Māori road names were proposed for this private access and as per the Road Name Policy at that time, mana whenua consultation was not required to be sought by the developer.

Consultation has been undertaken between the developer and the affected property owners which have legal entrance off the right of way. Consultation letters were sent to affected properties at 20, 20a, 20b, 20c and 24 Ngunguru Road, requesting a reply by 21 February 2025.

Only one verbal reply was received from 20 Ngunguru Road, stating they don't access their property from this ROW, and do not have any preference over the naming of the right of way.

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

This road name application is a condition of their consent, and the associated cost is recovered from the applicant.

### **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
3. Submission Cover Letter and Form
4. Email Regarding consultation replies





## 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) Lisa

Last name Burton

Postal address \_\_\_\_\_  
 \_\_\_\_\_

Best day-time phone number \_\_\_\_\_ Mobile 021 272 7731

Email lisa.kingdomkidz@gmail.com

### Resource Consent Details

Resource Consent application number SL2200042

### Agent Details

Name of Agent Reyburn and Bryant Agent ref 16003

Agent postal address PO Box 191, Whangarei 0140

Best day-time phone number 09 438 3563 Mobile \_\_\_\_\_

Email david@reyburnandbryant.co.nz



### Proposed Road Name Details

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

Public       Private

**Proposed road name 1**      **Psalm Lane**

Reason      Psalm means a song of praise. The children at the Kingdom Kidz childcare centre, which operates from the site, often do a lot of waiata.

**Proposed road name 2**      **Summer Lane**

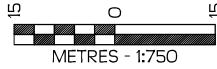
Reason      'Summer Lane' is a nice happy bright name for the traffic driving out to the Tutukaka Coast. There is nothing better than a sunny day.

**Proposed road name 3**      **Royalty Lane**

Reason      Royalty Lane links the subdivision and the right of way with the childcare centre on the property, Kingdom Kidz.

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

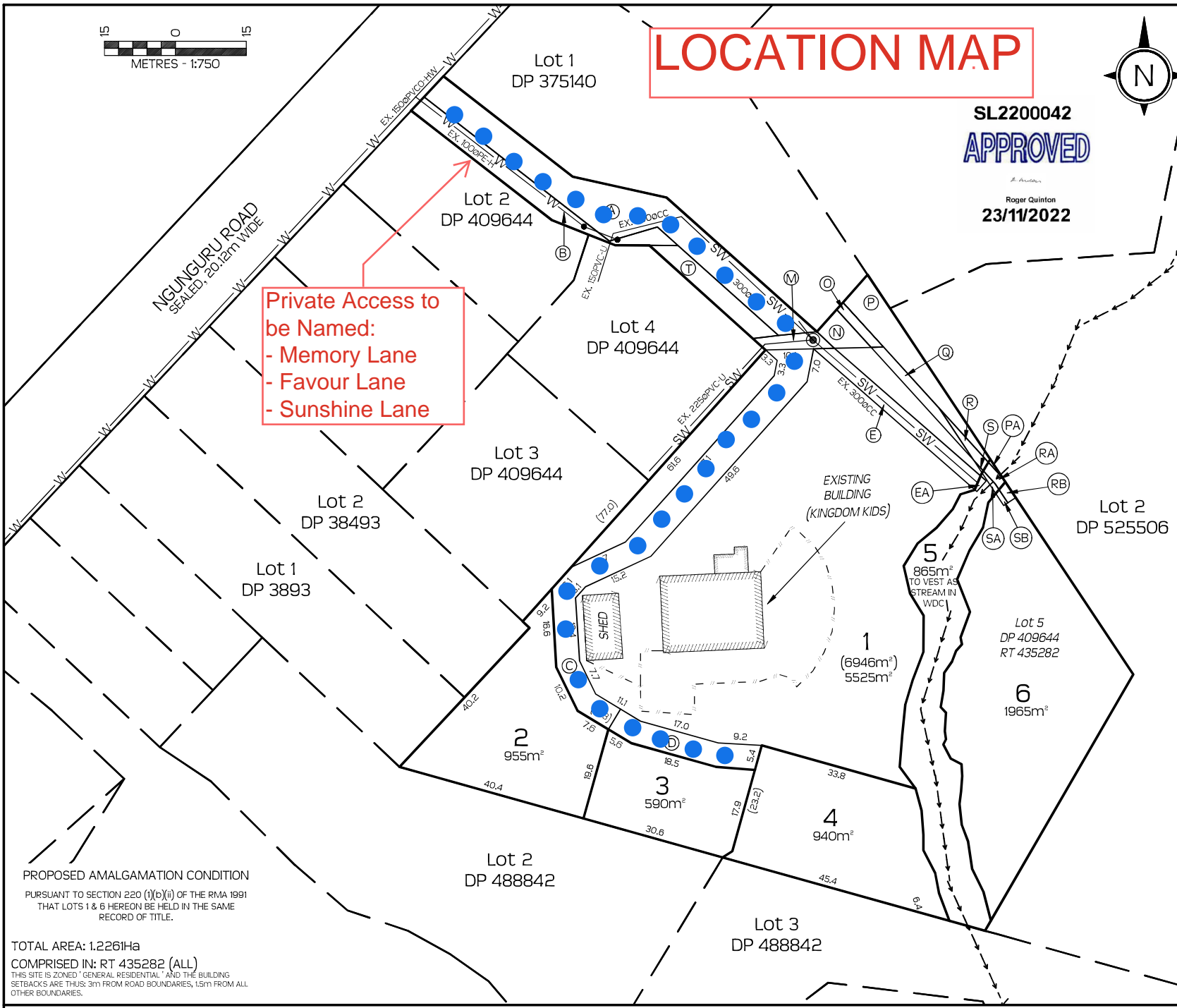
# LOCATION MAP



SL2200042  
**APPROVED**

Roger Quinton  
**23/11/2022**

**Private Access to be Named:**  
- Memory Lane  
- Favour Lane  
- Sunshine Lane



- CAUTION:**
- THIS DRAWING SHOULD NOT BE AMENDED MANUALLY.
  - AREAS & DIMENSIONS ARE APPROXIMATE ONLY AND ARE SUBJECT TO FINAL SURVEY.
  - THE VENDOR & PURCHASER MUST CONTACT THE SURVEYOR IF SALE & PURCHASE AGREEMENTS ARE ENTERED INTO USING THIS PLAN.
  - SERVICES MUST NOT BE POSITIONED USING THIS PLAN.
  - DO NOT SCALE OFF DRAWINGS.
  - THIS PLAN IS COPYRIGHT TO REYBURN & BRYANT (1999) LIMITED.
  - DESIGNED BY REYBURN & BRYANT - WHANGAREI - NEW ZEALAND
  - DTM 2014-2015 URBAN AERIAL SOURCED FROM AERIAL SURVEYS LTD INFORMATION AVAILABLE ON LINZ DATA SERVICE.
  - BOUNDARIES SOURCED FROM QUICKMAP. COORDINATES IN TERMS OF MOUNT EDEN 2000.

PROPOSED EASEMENT SCHEDULE			
PURPOSE	SHOWN	SERV.TENE. (BURDENED)	DOM.TENE. (BENEFITED)
RIGHT OF WAY & SERVICES	A, C, & M	LOT 1 HEREON	LOT 2-4 HEREON
	D		LOT 3-4 HEREON

EXISTING EASEMENT SCHEDULE			
PURPOSE	SHOWN	SERV.TENE. (BURDENED)	DOM.TENE. / CREATED
RIGHT OF WAY & TELECOM	A	LOT 1 HEREON	LOTS 1-4 & PT LOT 5 DP 409644 & LOT 1 DP 375140 D516650.4
RIGHT TO DRAIN STORMWATER	O, Q, R, RA & RB	LOT 1 HEREON	D516650.4
RIGHT OF WAY & A RIGHT TO CONVEY TELECOM, COMPUTER MEDIA, GAS, WATER & ELECTRICITY	A & B	LOT 1 HEREON	LOTS 1-4 DP 409644 #8936844.6

EXISTING EASEMENTS IN GROSS			
PURPOSE	SHOWN	SERV.TENE. (BURDENED)	GRANTEE / CREATED
RIGHT TO DRAIN WATER	A, B, E, EA, M, N, O, P, PA, Q, R, RA, RB, S, SA, SB & T	LOT 1 HEREON	WDC #8936844.5
RIGHT TO CONVEY ELECTRICITY, TELECOM & COMPUTER MEDIA	A & B	LOT 1 HEREON	NPOWER LTD #8936844.7
RIGHT TO CONVEY TELECOM & COMPUTER MEDIA	A & B	LOT 1 HEREON	TELECOM NZ #8936844.8

EXISTING LAND COVENANT	
THE EXISTING RESTRICTIVE COVENANT IN 8936844.9 IS TO REMAIN.	
D 08.08.22	ADDED AMALGAMATION - MW/PL
C 25.03.22	BOUNDARY AMENDMENTS - MW/DJ
A 18.06.20	FIRST ISSUE - MW/PL
REV	DATE
	DESCRIPTION

**reymburn & bryant**

Ph: 09 438 3563 PO Box 191, Whangarei 0140  
7 Selwyn Ave, Whangarei www.reymburnandbryant.co.nz

CLIENT  
**L TAHITAHAI**  
22 NGUNGURU ROAD  
TIKIPUNGA, WHANGAREI

TITLE  
**PROPOSED SUBDIVISION OF LOT 5 DP 409644**

DATE	SEPT 2022	SCALE	1:750 @A3
NO.	S16003	SHEET	1/1
		REV.	D

**PROPOSED AMALGAMATION CONDITION**  
PURSUANT TO SECTION 220 (1)(b)(i) OF THE RMA 1991 THAT LOTS 1 & 6 HEREON BE HELD IN THE SAME RECORD OF TITLE.

TOTAL AREA: 1.2261Ha  
COMPRISED IN: RT 435282 (ALL)  
THIS SITE IS ZONED 'GENERAL RESIDENTIAL' AND THE BUILDING SETBACKS ARE THUS: 3m FROM ROAD BOUNDARIES, 15m FROM ALL OTHER BOUNDARIES.



28 January 2025

20 Ngunguru Road

RD 3

WHANGAREI 0173

ref.16003.dj

To the owners of 20 Ngunguru Road,

**RE: SL2200042 – ROAD NAMING OF RIGHT OF WAY**

Reyburn and Bryant are currently working on behalf of Lisa Burton to complete a four lot subdivision of her property at 22 Ngunguru Road, Whangarei (Lot 5 DP 409644). The subdivision was approved in November 2022 by the Whangarei District Council (WDC). WDC gave it the reference 'SL2200042'. A copy of the scheme plan is **enclosed** with this letter.

22 Ngunguru Road, Whangarei (Lot 5 DP 409644) is accessed via a right of way, areas 'A' and 'B' on the scheme plan **enclosed** with this letter. Your property (20C Ngunguru Road, Whangarei, Lot 1 DP 409644) is also accessed over this right of way.

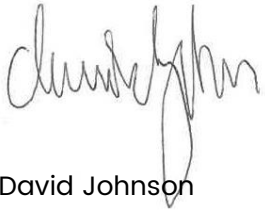
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To that end, please find **enclosed** a submission form for to complete, sign, and return to our office by Friday 21 February 2025. The submission form has the three proposed access names and the space to suggest an additional name if preferred.

If you have any questions or concerns with this process you are welcome to call Reyburn and Bryant to discuss further.

Yours faithfully

A handwritten signature in black ink, appearing to read 'David Johnson', written in a cursive style.

David Johnson

*Planner*

Address for service:

Reyburn and Bryant 1999 Ltd

PO Box 191, Whangarei

Telephone:

(09) 438 3563

Email:

david@reyburnandbryant.co.nz

Encl. Subdivision scheme plan (S16003, Revision D)

Road Naming Submission Form

28 January 2025

20A Ngunguru Road

RD 3

WHANGAREI 0173

ref.16003.dj

To the owners of 20A Ngunguru Road,

**RE: SL2200042 – ROAD NAMING OF RIGHT OF WAY**

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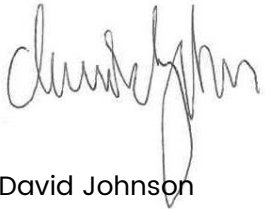
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Encl. Subdivision scheme plan (S16003, Revision D)

Road Naming Submission Form



28 January 2025

20B Ngunguru Road

RD 3

WHANGAREI 0173

ref.16003.dj

To the owners of 20B Ngunguru Road,,

**RE: SL2200042 – ROAD NAMING OF RIGHT OF WAY**

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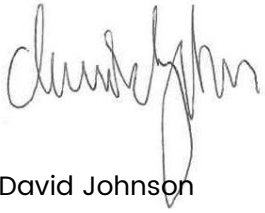
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david@reyburnandbryant.co.nz

Encl. Subdivision scheme plan (S16003, Revision D)

Road Naming Submission Form

28 January 2025

LC Carpenter Rihari  
20C Ngunguru Road  
RD 3  
WHANGAREI 0173

ref.16003.dj

Dear Logan,

**RE: SL2200042 – ROAD NAMING OF RIGHT OF WAY**

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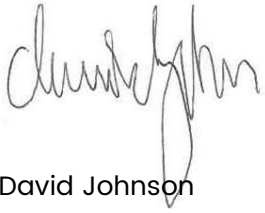
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Encl. Subdivision scheme plan (S16003, Revision D)

Road Naming Submission Form

28 January 2025

24 Ngunguru Road

RD 3

WHANGAREI 0173

ref.16003.dj

To the owners of 24 Ngunguru Road,,

**RE: SL2200042 – ROAD NAMING OF RIGHT OF WAY**

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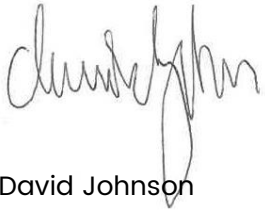
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Encl. Subdivision scheme plan (S16003, Revision D)

Road Naming Submission Form

## ROAD NAMING SUBMISSION FORM

*The naming of a vehicular access ways (roads and private ways) provides a unique address to enable a property to be identified for emergency services and services for power, telephone, mail and deliveries. Whangarei District Council is responsible for the naming of vehicular access ways and assigning each a property number.*

**Any new road/access name will mean you will get a new unique (situation and/or postal) address.**

### **ROAD NAMING - Consultation**

In response to the proposal to name the ROW, please indicate your preference below.

**(Please tick one option only)**

I support the proposal to name the ROW, Memory Lane

I support the proposal to name the ROW, Favour Lane

I support the proposal to name the ROW, Sunshine Lane

I have no preference.

I would like to suggest the following name/s. (Please provide your reasons for the suggested names and note that they must comply with the [WDC Road Naming Policy](#).)

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---



---

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date:    /    /

Address: \_\_\_\_\_

Thank you for taking the time to respond to this request. Your response is important to our road naming processes.

Please return this form to David Johnson at Reyburn and Bryant ([david@reyburnandbryant.co.nz](mailto:david@reyburnandbryant.co.nz)).

NB: Where agreement cannot be reached with the consulted parties and alternative names submitted, Council will make the final decision as provided by Section (1)(j) of the [Local Government Act 1974](#).





**Toni Satherley**

---

**From:** David Johnson <David@reyburnandbryant.co.nz>  
**Sent:** Thursday, 27 February 2025 3:44 pm  
**To:** Toni Satherley  
**Subject:** RE: SL220042 - Burton - Consultation - Ngunguru Road Whangarei

**EXTERNAL:** This email originated from outside Whangarei District Council. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi Toni,

I have an update on the consultation for the new road names for SL2200042.

The attached letters were posted to all of the other users of the right of way by post on 28 January 2025, four and a half weeks ago. I have no response from any of the parties to these letters. The exception to this is a phone call I received yesterday from one of the owners of 20 Ngunguru Road, who advised that as they do not use the right of way for access (their primary access is directly from Ngunguru Road) they do not have any preference over the name of the right of way.

Given no written response has been received I am of the opinion that sufficient consultation has been undertaken. If the other users had a preference there has been plenty of time for them to express so. Therefore, can we please put the three names on the agenda for Council's next meeting?

Please give me a call if we need to discuss this further.

*Kind Regards*

**David Johnson**

Planner



PLANNERS • SURVEYORS  
WHANGAREI • KERIKERI

p 09 438 3563 | f 09 438 0251  
PO Box 191 Whangarei 0140 | [www.reyburnandbryant.co.nz](http://www.reyburnandbryant.co.nz)



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Reyburn & Bryant accepts no responsibility for changes to this email, or for any attachments, after its transmission from Reyburn & Bryant

---

**From:** David Johnson  
**Sent:** Friday, 24 January 2025 8:28 AM  
**To:** Toni Satherley <toni.satherley@wdc.govt.nz>  
**Subject:** RE: SL220042 - Burton - Consultation - Ngunguru Road Whangarei

Excellent news, thanks a lot Toni!



## 4.3 Whangārei District Airport Draft Statement of Intent 2024/2025

<b>Meeting:</b>	Strategy, Planning and Development Committee
<b>Date of meeting:</b>	20 March 2025
<b>Reporting officer:</b>	Tony Collins – Manager District Development Mark Schmitz - Team Leader - Tenancy Management

### 1 Purpose / Te Kaupapa

To endorse the Whangarei District Airport Draft Statement of Intent, 2024/25 in accordance with Section 64 of the Local Government Act 2002

### 2 Recommendation/s / Whakataunga

That the Committee:

1. Under delegation endorse the Draft Statement of Intent 2025/2026 for the Whangarei District Airport.
2. Notes and provides feedback on the 2025/2026 Draft Statement of Intent.

### 3 Background / Horopaki

The Draft Statement of Intent (SOI) has been reviewed for appropriateness in relation to the delivery of services, management, and governance of the Whangārei District Airport (WDA) and obligations to meet Section 64, Schedule 8, clause 6 and 9 (contents of the statement of intent) under the amended Local Government Act 2002.

### 4 Discussion / Whakawhiti kōrero

The attached Draft Statement of Intent 2025/26 outlines the strategic direction for WDA over the next three years, ensuring compliance with Civil Aviation Authority (CAA) requirements, ongoing maintenance of critical infrastructure, and positioning WDA for future growth and increased passenger volumes.

Surpluses before depreciation are expected in the 2025, 2026 and 2027 years.

Key highlights from the Draft SOI include:

- Continued projected revenue growth driven by increases in landing fees, car parking income, and commercial lease revenue.

- Completion of the Airport Rescue Fire Service (RFS) Operational Building by the end of 2025 (fully funded by MoT).
- Procurement of a new second RFS truck planned for 2026/27 to meet updated CAA compliance requirements (fully funded by MoT).
- Apron extension project to increase terminal capacity and support regional transport resilience.
- Power capacity upgrades to address the current limitations on backup power supply, identified as a critical issue during recent weather events.
- Runway edge lighting upgrade (2027/28) as part of long-term infrastructure renewal, ensuring compliance with CAA standards.
- Development of a long-term Airport Master Plan, including feasibility studies for future expansion opportunities.

### **Capital Projects**

A summary of capital projects for the next three years is included in appendix 3 of the document. These have been reprioritised to maintain airport infrastructure, continuing compliance and growing capacity at the Airport as part of regional transport resilience.

Of the original \$1,840,000 funding committed by the Ministry of Transport (MoT) for the RFS Operational Hangar & Base, \$1,179,491 remains available and has been carried forward to the 2025/26 year to complete the project.

The Apron Extension remains a priority as medium-sized aircraft movements have significantly increased. The existing apron, constructed in the 1970s, is no longer sufficient to accommodate the current volume of Air New Zealand, King Air, visiting charter flights, and civil defence aircraft. The expansion will improve aircraft separation and reduce the risk of delays or damage.

Power capacity at the airport has reached its operational limit. The backup generators, which currently only support runway lighting, are insufficient for terminal operations and fuel stations, limiting emergency response capabilities. A power capacity upgrade is planned for 2026/27 to address this issue.

Further capital investments include the replacement of the airport's aging runway edge lighting system in 2027/28. Installed over 30 years ago, the current system has deteriorated due to exposure to severe weather conditions. The upgrade will include modern LED lighting and infrastructure improvements.

A long-term Airport Master Plan will be developed to ensure sustainable growth and service expansion, incorporating potential future projects and feasibility studies.

Funding for future projects will continue under the Joint Venture Agreement between Council and the Ministry of Transport. Council's estimated contribution over the three-year period is \$2.25M.

All Capital Expenditure items associated with the RFS are to be funded 100% by the Ministry of Transport – as provided for in the Joint Venture Deed.

Staff are working with the Ministry of Transport on the required business cases for each project. All projects are still subject to Council and Ministry approval on a case-by-case basis.

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

The Joint Venture (JV) partners — Whangārei District Council (WDC) and the Ministry of Transport (MoT), are contributing a total of \$4.5M over the three-year period from 2025 to 2028 to support the airport's capital programme.

For the three-year 2025 to 2028 WDC has allocated including carry forward, \$2.21M. This creates a shortfall of \$40k, which will be reviewed during the 2026/27 financial year. The timing of certain projects remains dependent on MoT's funding confirmation.

#### **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 Draft Statement of Intent FY2024-25





# Whangārei District Airport Statement of Intent

For the year 1 July 2025  
to 30 June 2026

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## 1 Introduction

The Whangārei District Airport (WDA) continues its recovery post the global pandemic. Passenger numbers now exceed pre-Covid levels, with demand from local and domestic travellers driving a 9.1% growth from 2019. However, the airport remains reliant on a single national service provider, which faces operational challenges due to an aging fleet and engineering constraints. These challenges have led to reductions in services nationwide, impacting WDA's revenue. To ensure long-term resilience and support the local economy, WDA and Council will explore opportunities to diversify service providers and strengthen connectivity.

The annual staged increase in Landing Fees with Air New Zealand continues. New negotiations will be required in preparation for a renewed fee increase for the 2026-2027 financial year which sits outside of the current 3-year arrangement.

A new base to house the Airport Rescue Fire Service (RFS) is scheduled to be completed by the end of 2025. The service which was a requirement of the Civil Aviation Authority (CAA) was established in 2022. Funds secured from the Ministry of Transport (MoT), as required by the Joint Venture, remain available to complete the project.

Changes in the interpretation of Civil Aviation Authority (CAA) rules identified in the March 2023 re-certification raised the requirement for a second RFS truck as redundancy cover for the main appliance. To meet this requirement, a used appliance from the ex-Dunedin airport was purchased and is now in service. Looking ahead, a new second RFS truck is planned for Year 2 in the Capex Plan to further strengthen operational resilience. The focus over the next three years remains on ensuring compliance with legislative requirements while maintaining a financially sustainable operation from existing revenues and cash reserves.

Key areas of focus include:

- Continued Civil Aviation Authority (CAA) Certification. This involves maintaining the Safety Management System and continued oversight of all the operations.
- Completion of Airport Rescue Fire Fighting Service (RFS) Operational Building
- Implementation of the second RFS appliance, with the used truck now in service and a new appliance planned for Year 2 in the Capex Plan.
- Apron extension to increase capacity at Terminal and support regional transport resilience.
- Programmed maintenance of Airside Infrastructure – Runway, Taxiways and Lighting
- Explore additional revenue streams and further expand car-parking facilities and revenues.
- Coordinated approach to support domestic tourism and district development.

- Development of a long-term development plan.

## **2 Purpose of the Statement of Intent**

This statement of intent is prepared in accordance with section 64 of the Local Government Act 2002. It outlines the activities and intentions of the Whangārei District Airport (WDA) for the next three financial years, and the objectives to which those activities will contribute. It provides a basis for accountability to Council and the public for the performance of the organisation.

## **3 Purpose of the Organisation**

The overarching purpose of the Airport is to operate a fully serviceable Domestic Airport for the use of residents and visitors to the area. The Airport is situated at Onerahi in Whangārei. The day-to-day operational activities of the Airport are managed under the aegis of Whangārei District Council (Council) by way of a management contract with a contractor (currently Northland Aviation Limited).

## **4 Nature and Scope of Activities**

### **4.1 Activities Provided**

The nature of the activities that the Airport provides includes the following:

- To provide Airport services to and from the Whangārei area
- To operate the Airport in a cost effective and efficient manner
- To seek opportunities to widen the Airport's revenue base
- To adhere to the terms of the Aerodrome Operating Certificate issued by the CAA
- To meet CAA certification requirements
- To achieve the objectives outlined in this statement of intent

### **4.2 Whangārei District Council Vision**

The Airport will operate in support of Council's vision and community outcomes. Council's vision is to be an 'inclusive, resilient and sustainable District'. This is achieved through the following community outcomes.

- Efficient and resilient core services
- Positive about the future
- Caring for the environment
- Proud to be local

The Airport supports these outcomes by providing an Airport facility that acts as a gateway to the Whangārei District and to Northland.

### **4.3 Additional Legislation**

The Airport has obligations under the Civil Aviation Act 2023 and will ensure that it complies with all requirements under this Act when operating and maintaining the Airport.

## **5 Approach to Governance**

### **5.1 Joint Venture Agreement**

The Airport is owned and operated under a joint venture partnership between Council and the Crown (represented by the Ministry of Transport). The land that the Airport is situated on is 100% owned by the Crown, runways, plant and equity are 50% owned by the Crown and 50% owned by Council.

### **5.2 Airport Authority**

Council operates the Airport as the Airport Authority under the Whangārei Airport Establishment Order 1963 pursuant to the Airport Authorities Act 1966. Council, as the Airport Authority, provides the role of the board of directors under the Local Government Act 2002. The Airport Authority meets on an as needed basis. Council contracts the day-to-day management of the Airport to Northland Aviation Limited under a management contract.

## **6 Objectives**

### **1. To achieve the objectives of Whangārei District Council and the Ministry of Transport.**

This includes achieving both the commercial and non-commercial objectives that are outlined in this statement of intent.

### **2. To operate a fully serviceable District Airport.**

The Airport will operate as a fully serviceable District Airport for the use of visitors, residents and ratepayers.

### **3. To provide a good work environment.**

The Airport will be fair to its contractors and users and maintain a good working environment.

### **4. To exhibit a sense of social and environmental responsibility.**

The Airport operates with regard to appropriate environmental practices, legislation, and in recognition of the designation requirements of the District Plan.

### **5. Airport operation will meet the needs of aviation operators and their customers.**

The short and long-term objectives of Airport operation will meet the needs of scheduled and non-scheduled aviation operators and their customers.

### **6. Health and safety standards are promoted and maintained.**

This includes recognising the New Zealand Civil Aviation Authority health safety requirements and other requirements.

## 7 Performance Targets and Measures

Objective	Performance Measure		
	2025/26	2026/27	2027/28
1. To achieve the objectives of WDC and the MoT.	To operate within agreed financial budgets. Actual spend ≤ budget.	Actual spend ≤ budget.	Actual spend ≤ 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 businesses to grow through lease management and land use consent process.	Enable business to grow through lease management and land use consent process.	Enable business to grow through lease management and land use consent process.
3. To provide a good working environment.	Measure user satisfaction by achieving higher than satisfactory ratings on surveys of either the public users or the aviation operators. >75%	>75%	>75%
4. To exhibit a sense of social and environmental responsibility	Respond promptly to any concerns raised by the neighbouring community and be active in noise management processes. - Encourage sustainability opportunities.	Record all complaints within council complaint records and monitor compliance with the noise contours.	Record all complaints within council complaint records and monitor compliance with the noise contours.
5. Airport operations 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  Meet required legislative timeframes under the LGA and CAA.	Fulfil requirements of the CAA as determined by the Airport Part 139 expositions. This will be checked as part of the internal Audit.	Fulfil requirements of the CAA as determined by the Airport Part 139 expositions. This will be checked as part of the internal Audit.
6. Health and safety standards are promoted and maintained.	Comply with and maintain the Safety Management System. - Annual in-house audit with an independent auditor. - Annual training schedule is up to date. - Airport Safety meetings quarterly (3 monthly) Three user meetings per year.	Comply with and maintain the Safety Management System.	Comply with and maintain the Safety Management System.

## 7.1 Further Explanation

Any abbreviations and technical terms used in the table are defined below:

- CAA refers to the Civil Aviation Act 1990
- LGA refers to the Local Government Act 2002
- MoT refers to the Ministry of Transport
- SMS refers to the Airport's Safety Management System
- RFS refers to the Airport's Rescue Fire Fighting Service
- WDC refers to Whangārei District Council

## 8 Information to be Provided Throughout the Financial Year

### 8.1 Half-yearly Report

The Airport will provide the Council and the Ministry of Transport with a half-yearly report on its operations. The half-yearly report will be provided within 2 months of the first half of the financial year ending (28 February 2026). The report will include:

- Commentary for the relevant six-month period, including both the financial and non-financial results.
- A comparison of performance against the objectives and performance targets set out in the statement of intent.
- Un-audited financial statements including a statement of financial performance, statement of financial position, cashflow statement, and notes to the financial statements.
- Financial forecast for the balance of the year.

The format of the half-yearly report will be similar to this statement of intent.

### 8.2 Annual Report

The Airport will provide Council and the Ministry of Transport with an annual report on that Airport's operations for that year. The annual report will be provided within 3 months of the financial year ending (by 30 September 2026). The annual report will include all the information necessary to enable an informed assessment of operations, including:

- A comparison of the performance targets and measures outlined in this statement of intent, and the actual performance of the Airport for the financial year.
- Any material variances from the expected performance of the Airport, and explanations for those variances.
- The amount of any compensation sought or obtained from Council or the Ministry of Transport.
- Audited financial statements for the financial year including a statement of balance sheet, statement of income, statement of movements in equity, statement of cash flows, and notes on the financial statements to be presented in a standard format.

- An independent auditor's report on the financial statements and the performance targets and other measures by which the Airport's performance against its objectives may be judged.

The format of the annual report will be similar to this statement of intent.

### **8.3 No Surprises Approach**

To ensure there is timely notification of any major issues, the Airport commits to a no surprises approach beyond the formal reporting requirements.

This means that Airport Management (Northland Aviation Limited) will proactively inform Council and the Ministry of Transport, when the Airport's operations could; create a major issue for the Airport or Council, trigger public interest, have political implications, or gain significant media attention. Management will report to Council staff via email.

Management will seek Council and the Ministry of Transport approval prior to any extraordinary expenditure.

## **9 Distribution of Accumulated Profits and Capital Reserves**

There is no distribution of accumulated profits or capital reserves to the joint venture partners during the year.

## **10 Estimate of Commercial Value of the Shareholders' Investment**

The commercial value of the partners' investment is set out in the statement of accounting policies included in this statement. It is noted that the land is a restricted asset and revaluation on a commercial basis would be misleading. The audited financial statements for the year ended 30 June 2024 record the total equity in the partnership of \$5,400,414 (2023 \$5,081,907).

## **11 Compensation Sought or Obtained**

The Airport is not seeking any financial compensation from Whangārei District Council (WDC) or the Ministry of Transport (MoT) for operational expenses during the financial year.

All financial contributions from the Joint Venture (JV) partners relate to planned capital investments and are detailed in Section 12: Capital Contributions.

## **12 Notes to Accompany Budgeted Financial Information in Appendix 2**

### **Income from Landing Fees:**

Landing fee revenues are based on passenger numbers continuing to grow in line with the post COVID-19 levels we have returned to. Approximately 5% of Airport landing fee revenue is derived from recreational and commercial operators other than Air New Zealand.

**Income from Operational Recoveries:**

Operational Recoveries are mostly comprised of RFS Operational Costs recovered from Air New Zealand. RFS Recovery is calculated on a per passenger basis with provision for adjustment in the event the cost of providing RFS services is not fully covered by the per passenger fee. Agreement is in place to review RFS Recovery Rates if necessitated by increased operational cost for the second RFS truck.

**Capital Contributions:****Ministry of Transport (MoT)**

In the Prospective Statements of Movements in Equity, the Capital Contribution – MoT Year 1 - \$1,179,491 represents the remaining portion of the original \$1.84M funding allocated by the Ministry of Transport (MoT) for the Rescue Fire Service (RFS) Operational Hangar and Base.

Year 2 - Procurement of a second RFS truck – \$1.8M MoT-funded (to ensure compliance with updated CAA requirements).

**Joint Venture Contributions**

The Joint Venture (JV) partners—Whangārei District Council (WDC) and the Ministry of Transport (MoT)—are contributing a total of \$4.5M over the three-year period from 2025 to 2028 to support the airport's capital programme.

WDC's contribution: \$2.25M

MoT's contribution: \$2.25M

**Council-Funded Non-Aviation Investments**

Council has a provision in its capital estimates for the expenditure of funds on non-aviation-related items as a community contribution to amenities at the Airport, as well as occasional capital sum investments in Council-owned assets at the Airport.

**2025/26 Capital Programme (Year 1)**

- Completion of the RFS Operational Hangar & Base (\$1,179,491 MoT-funded).
- Apron Extension (\$1.5M, supports increased terminal capacity).
- Reform and reseal hangar access road (\$156K, supporting commercial tenancies).
- Standby generator installation (\$65K, ensuring power resilience).
- Café Revamp Stage 1 (\$150K, enhancing commercial lease opportunities).
- New Hangar Development (\$100K, supporting future business expansion).

**2026/27 Capital Programme (Year 2)**



- Acquisition of a second RFS truck. Provides future resilience to RFS operations. – \$1.8M (fully funded by MoT)
- Power capacity upgrade – \$100K (to meet increased demand)
- Car park extension – \$450K (to accommodate passenger growth)
- Café Revamp Stage 2 – \$200K (back-of-house improvements)
- Fencing – Front of Airport & Gates – \$100K (security enhancements)
- Entry driveway footpath & access drainage – \$150K (pedestrian safety improvements)

### **2027/28 Capital Programme (Year 3)**

- Runway edge lighting upgrade (\$1.3M) – Replaces the aging system to maintain CAA compliance and ensure safe nighttime operations.
- Terminal traffic interface improvements (\$200K) – Enhances pedestrian safety by removing traffic from the terminal entrance.
- Terminal expansion (\$2M) – Addresses continued passenger growth; final funding dependent on JV partner approval.
- Café Revamp Stage 3 (\$150K) – Upgrades outdoor seating to enhance commercial viability and customer experience.

It is noted that some capital projects are contingent upon MoT confirming their contribution and without which some projects may not proceed.

## Appendix 1: Accounting Policies

### 1 Statement of accounting policies for the six months ended 31 December 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:

Class of PP&E	Estimated useful life
Land	Indefinite
Airside	0-140 years
Buildings	4-50 years
Landside	0-140 years
Sundries	3.3-87 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.

<b>PROSPECTIVE STATEMENT OF COMPREHENSIVE INCOME</b>			
	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>
	<b>30 June 2026</b>	<b>30 June 2027</b>	<b>30 June 2028</b>
<b>Income</b>			
Landing fees	1,014,895	1,014,895	1,014,895
Sundry income advertising	16,075	16,075	16,075
Operational Recoveries	547,196	564,706	582,777
Rent received	241,000	248,712	256,671
Interest received	10,000	10,000	10,000
Carpark Income	179,108	179,108	179,108
<b>Total Income</b>	<b>2,008,274</b>	<b>2,033,497</b>	<b>2,059,526</b>
<b>Less Expenses</b>			
<b>Airfield Expenses</b>			
Drainage	5,000	5,160	5,325
Fencing	15,480	15,975	16,487
Grounds R&M	24,691	25,481	26,296
Runway R&M	51,600	53,251	54,955
Lighting R&M	17,386	17,943	18,517
Other R&M	14,428	14,890	15,366
	<b>128,585</b>	<b>132,700</b>	<b>136,946</b>
<b>Terminal Expenses</b>			
Insurance	57,626	59,470	61,373
Cleaning	37,567	38,769	40,010
Advertising	6,728	6,943	7,166
Rates	33,662	34,739	35,851
Electricity	36,155	37,311	38,505
Weather station	4,458	4,601	4,748
Security	11,544	11,913	12,294
Water	2,162	2,231	2,302
R&M	37,090	68,671	70,868
Other Expenses - Terminal	251	259	267
	<b>227,243</b>	<b>264,908</b>	<b>273,385</b>
<b>Rescue Fire Services</b>			
Certification - RFS	-	-	10,000
Insurance - RFS	13,227	13,651	14,088
Maintenance - RFS	5,262	5,430	5,604
Management Fee - RFS	385,312	397,642	410,367
Other Expenses - RFS	59,818	61,732	63,707
	<b>463,619</b>	<b>478,455</b>	<b>503,765</b>

<b>Administration Expenses</b>				
Management Fee		573,785	601,574	620,825
Telephone		1,221	1,260	1,300
Audit fees		46,570	48,060	49,598
Accounting Fees		10,320	10,650	10,991
Legal Fees		2,000	2,064	2,130
Bank Fees		8,263	8,528	8,801
Certification		3,560	3,674	3,792
Conferences		22,161	22,870	23,602
Other Expenses		39,522	40,787	42,092
Other Professional fees		111,420	31,785	32,802
		<b>818,822</b>	<b>771,252</b>	<b>795,932</b>

<b>Total Expenses before depreciation</b>		<b>1,638,269</b>	<b>1,647,315</b>	<b>1,710,029</b>
<b>Net Surplus (Loss) before depreciation</b>		<b>370,006</b>	<b>386,182</b>	<b>349,497</b>
Depreciation		454,371	619,005	767,755
<b>Net Surplus (Loss) before tax</b>		<b>(84,365)</b>	<b>(232,822)</b>	<b>(418,257)</b>
Tax Expense		-	-	-
<b>Net Surplus / (Deficit)</b>		<b>(84,365)</b>	<b>(232,822)</b>	<b>(418,257)</b>

	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>
	<b>30 June 2026</b>	<b>30 June 2027</b>	<b>30 June 2028</b>
<b>Capital Expenditure</b>			
RFS build (continued)	1,150,946		
Apron Extension	1,500,000		
Reform and re-seal hanger access road	156,000		
Standby Generator for all of airport (Installed)	65,000		
Café Revamp - Stage 1	150,000		
Hanger Development	100,000		
Carpark Extension		450,000	
Power & Capacity Upgrade (EVs)		100,000	
Café Revamp - Stage 2		200,000	
Fencing - Front of Airport & Gates		100,000	
Entry Driveway Footpath Access & Drainage		150,000	
RFS 2nd Truck		1,800,000	
Runway Edge Lighting			1,300,000
Traffic to Terminal Interface			200,000
Café Terminal Revamp Stage 3			150,000
Terminal Building Development (if required)			2,000,000
<b>Total capital expenditure</b>	<b>3,121,946</b>	<b>2,800,000</b>	<b>3,650,000</b>

<b>PROSPECTIVE STATEMENT OF MOVEMENTS IN EQUITY</b>			
	30 June 2026	30 June 2027	30 June 2028
<b>Opening Equity as at 1 July</b>	7,000,193	8,695,319	10,862,496
Capital Contribution - JV Partners	600,000	600,000	3,300,000
Capital Contribution - MOT	1,179,491	1,800,000	-
Plus Profit (Loss) for the year	(84,365)	(232,822)	(418,257)
Total increase/(decrease) in equity	1,695,126	2,167,178	2,881,743
<b>Closing Equity as at 30 June</b>	<b>8,695,319</b>	<b>10,862,496</b>	<b>13,744,239</b>

<b>PROSPECTIVE STATEMENT OF FINANCIAL POSITION</b>			
	30 June 2026	30 June 2027	30 June 2028
Equity	8,695,319	10,862,496	13,744,239
<b>Total Equity</b>	<b>8,695,319</b>	<b>10,862,496</b>	<b>13,744,239</b>
<b>Current Assets</b>			
Cash and Cash equivalents	74,551	60,733	60,231
Trade and other receivables	215,535	215,535	215,535
	290,086	276,268	275,766
<b>Current Liabilities</b>			
Trade and other payables and accruals	217,267	217,267	217,267
Working Capital	72,819	59,001	58,499
<b>Non Current Assets</b>			
Property plant and equipment	8,622,500	10,803,495	13,685,741
<b>Total Net Assets</b>	<b>8,695,319</b>	<b>10,862,496</b>	<b>13,744,239</b>

## Appendix 3: Capital Investment Plan

### Whangārei District Airport: Capital Investment Plan

Schedule	Task	Comments	Cost Est	Priority
<b>2025/26</b>				
RFS Operational Hangar & Base	RFS Operations	Project funding carried forward from 2022/23 year. 100% MoT	1,150,946** Remainder of the build (based on \$1.84M plus \$150K Better off Funding for LandSar	HP
Apron Extension	Increased airport operations	To provide needed improvement to infrastructure around terminal. More aircraft parking is needed, to increase Air NZ and corporate aircraft capacity	1,500,000**	HP
Reform and reseal hanger access road	Airport Commercial operations	Services existing commercial tenancies and access obligations.	156,000***	HP
Standby Generator for all of airport (Installed)	Increase airport operation	To provide reliable power to critical systems, ensuring that the airport remains operational as a lifeline utility during civil defence emergencies, as mandated by the Civil Defence Emergency Management Act 2002.	65,000	HP
Café Revamp Stage 1	Airport Commercial	Replace existing countertops, Chattels and layout to maximise space and front of shop improvements – attract new long-term tenancy	150,000	Dev
Hangar Development	Airport Commercial	New infrastructure to accommodate commercial development of private hanger space, access and fencing etc	100,000	Dev
		<b>TOTAL 2025/26</b>	<b>\$ 3,121,946</b>	

<b>2026/27</b>				
Carpark extension	Development and manage increased parking requirements	25% more passenger capacity will translate to increased carpark revenue	450,000	HP
Power Capacity & Upgrade (Evs)	Increase airport operation and services	Meet growing demand for EV users	100,000	Dev
Café Revamp Stage 2	Airport Commercial	Upgrade Back of House including extraction and grease traps.	200,000	Dev
Fencing – Front of Airport and gates	Improved airport operation	Improved security anticipated with carpark expansion	100,000	LP
Entry Driveway Footpath & Access Drainage	Improved safety	Construction of footpath for pedestrians and cyclists to terminus – dedicated raised crossing to tame vehicle and pedestrian interface	150,000	MP
RFS 2 <sup>nd</sup> Truck	RFS Operations	Provide future resilience to RFS - existing second-hand appliance-stop back in preparation of MoT future funding through JV.	1,800,00	MP
		<b>TOTAL 2026/27</b>	<b>\$2,800,000</b>	

<b>2027/28</b>				
Runway Edge Lighting	Airport operations	To upgrade 30-year-old electronics and lighting equipment.	1,300,000	HP
Traffic to Terminal Interface	Improve Safety	To provide a safer pedestrian area directly in front of the terminal by eliminating traffic in this area.	200,000	MP
Café Revamp Stage 3	Airport Commercial	Set up an outside all weather seating and eating area for airport customers	150,000	Dev
Terminal Building Development	Airport Operations	Upgrade to allow for increased growth since 2019	2,000,000	HP
		<b>TOTAL 2027/28</b>	<b>\$3,650,000</b>	

HP - High priority    MP - Medium priority  
 LP - Low priority    Dev - Development Opportunity

\*\* carried forward from 2023/24

\*\*\* carried forward from 2024/25



## 4.4 Whangārei District Airport Half Yearly Financial Report to 31 December 2024

**Meeting:** Strategy, Planning and Development Committee  
**Date of meeting:** 20 March 2025  
**Reporting officer:** Tony Collins – Manager District Development  
 Mark Schmitz - Team Leader - Tenancy Management

### 1 Purpose / Te Kaupapa

To provide the Half Yearly Financial report for the Whangārei District Airport.

### 2 Recommendation / Whakataunga

That the Committee under delegation notes the Half Yearly Financial Report to 31 December 2024 for Whangārei District Airport.

### 3 Background / Horopaki

Section 66 of the Local Government Act (2002) advises that Council Controlled Organisations (CCOs) must deliver a financial report to Council on their half-year operations. To that end, the Half Yearly Financial Report to 31 December 2024 for Whangārei District Airport is attached.

### 4 Discussion / Whakawhiti kōrero

#### 4.1 Performance Update

Passenger numbers and commercial tenant interest have increased. CAA certification requirements continue to be met. Health and safety measures are maintained, with zero lost injury days and ongoing bird strike management. The Airport Noise Management Committee has been reestablished to address noise concerns. A user satisfaction survey will be conducted in May.

#### 4.2 Capital Projects Update – 2025/26

The RFS Operational Hangar & Base project, initially planned for completion this financial year, has experienced delays and is now expected to be completed by year-end. The navigation lighting upgrade remains on track for completion by the end of the financial year.

The Apron Extension project is currently on hold due to a lack of funding, as the Ministry of Transport did not classify it as essential. Similarly, the project to reform and reseal the hangar access road remains on hold due to the absence of MoT funding.

The application of the emulsion coat on the runway is scheduled for completion by the end of March. The sealing of Taxiway Alpha is progressing as planned and is expected to be completed by the end of the financial year.

The Power and Capacity Upgrade is underway; however, its completion is dependent on Northpower's transformer upgrade, which may extend the timeline beyond the current financial year.

#### **4.3 Financial/budget considerations**

The financial statements for the six-month period ending 31 December 2024 are included, with performance measured against objectives in the half-yearly report. This report details performance to date for the airport and the anticipated forecast for the end of the financial year on 30 June 2025.

There is a forecast profit result, after depreciation, of \$230k against a budgeted loss of (\$10k) for the year 30 June 2024.

The favourable forecast variance of \$240k can be mainly attributable to the following:

- \$150k Better Off Funding for the LandSar RFS Build
- Lower than budgeted depreciation as a result of Capex Projects deferred/completed to 2025/26
- Lower than budgeted professional fees because landing fees planned to be completed in 2025/26
- No drainage maintenance needed during this financial year

## **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 Half Yearly Report July – December 2024



## *Whangārei District Airport Half Yearly Report*

*For the period of 1 July 2024 to 31 December 2024.*

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# 1. Commentary

## 1.1. Comparison of Performance Against Objectives

Objective	Commentary
1. To achieve the objectives of Whangarei District Council and the Ministry of Transport.	This includes achieving both the commercial and non-commercial objectives that are outlined in this statement of intent.
2. To operate a fully serviceable District Airport.	The Airport will operate as a fully serviceable District Airport for the use of visitors, residents and ratepayers.
3. To provide a good working environment.	The Airport will be fair to its contractors and users and maintain a good working environment.
4. To exhibit a sense of social and environmental responsibility.	The Airport operates with regard to appropriate environmental practices, legislation, and in recognition of the designation requirements of the District Plan.
5. Airport operation will meet the needs of aviation operators and their customers.	The short and long-term objectives of Airport operation will meet the needs of scheduled and non-scheduled aviation operators and their customers.
6. Health and safety standards are promoted and maintained.	This includes recognising the New Zealand Civil Aviation Authority health safety requirements and other requirements.

## 1.2 Comparison of Performance Against Performance Measures

Performance Measure	2024/25 Target	Commentary
To achieve the objectives of WDC and the MoT.	To operate within agreed financial budgets. Actual spend ≤ budget.	Forecast to achieve favourable variances against budget. Forecast to achieve a surplus of \$229K for the 2024/25 year
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.	Post-COVID-19 recovery has led to growth in passenger numbers and increased interest from new commercial tenants, indicating a positive shift.
To provide a good working environment.	Maintain user satisfaction through achieving satisfactory and very satisfactory ratings on the annual user survey. >75%	To be completed in May.
To exhibit a sense of social and environmental responsibility	Maintain best practice noise management process. Explore sustainability opportunities	Airport operational procedures are designed to mitigate the impacts of noise on neighboring properties. Eco-friendly bird control implemented using drones to reduce noise and fuel use. Airport noise management has been reestablished.
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  Meet required legislative timeframes under the LGA and CAA.	Ongoing CAA compliance and certification maintained
Health and safety standards are promoted and maintained.	Maintain an effective Safety Management System (SMS). • Annual management review • Annual training schedule is up to date. • Airport Safety meetings every 10 weeks • Three operator meetings per year.	Airport Safety Manager reports zero lost days due to injury. Airport Safety Meetings quarterly. Management of bird strikes ongoing.

A copy of the Financial Statements and the 6 monthly forecast can be viewed in;

**Appendix 1 – WDA Financial Statements for the 6 months ending 31 December 2024.**

**Appendix 2 - WDA 24-25 Full year forecast – Dec 24.**

**Appendix 1 – WDA Financial Statements for the 6 months ending 31 December 2024.**

**Whangarei District Airport  
Financial statements  
for the six months ended  
31 December 2024**



# Whangarei District Airport

## Financial statements - 31 December 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 12.

For and on behalf of the Board:

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V Cocurullo  
Mayor

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K Couper  
Chair - Strategy, Planning & Development  
Committee

**Whangarei District Airport**  
**Statement of financial performance**  
**For the six months ended**  
**31 December 2024**

**Statement of financial performance**  
For the six months ended 31 December 2024

	31 December 2024	30 June 2025	30 June 2024
	Actual	Budget	Actual
Note	\$	\$	\$
<b>Revenue</b>			
Revenue from operations	3	963,935	2,014,861
Interest revenue		<u>20,006</u>	<u>10,000</u>
<b>Total revenue</b>		<u>983,941</u>	<u>1,945,263</u>
<b>Expenditure</b>			
Repairs and maintenance		43,329	198,226
Management fee		455,458	923,506
Depreciation and amortisation	7	174,691	364,426
Other expenses	4	<u>174,660</u>	<u>548,435</u>
<b>Total operating expenditure</b>		<u>848,138</u>	<u>2,034,593</u>
<b>Surplus/(deficit) before tax</b>		135,803	(9,732)
Income tax expense		-	-
<b>Surplus/(deficit) after tax</b>		<u>135,803</u>	<u>(9,732)</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 31 December 2024**

**Statement of financial position**  
**As at 31 December 2024**

	Note	31 December 2024 Actual \$	30 June 2025 Budget \$	30 June 2024 Actual \$
<b>ASSETS</b>				
<b>Current assets</b>				
Bank accounts and cash	5	863,439	65,046	1,021,767
Debtors and other receivables	6	<u>242,537</u>	<u>110,882</u>	168,467
<b>Total current assets</b>		<u>1,105,976</u>	<u>175,928</u>	<u>1,190,234</u>
Property, plant and equipment	7	<u>4,802,328</u>	<u>8,845,388</u>	4,597,509
<b>Total non-current assets</b>		<u>4,802,328</u>	<u>8,845,388</u>	4,597,509
<b>Total assets</b>		<u>5,908,304</u>	<u>9,021,316</u>	<u>5,787,743</u>
<b>LIABILITIES</b>				
Creditors and accrued expenses	8	<u>372,087</u>	<u>200,000</u>	387,329
<b>Total current liabilities</b>		<u>372,087</u>	<u>200,000</u>	387,329
<b>Non-current liabilities</b>		-	-	-
<b>Total non-current liabilities</b>		-	-	-
<b>Total liabilities</b>		<u>372,087</u>	<u>200,000</u>	387,329
<b>ASSETS LESS LIABILITIES</b>		<u>5,536,217</u>	<u>8,821,316</u>	<u>5,400,414</u>
<b>ACCUMULATED FUNDS</b>				
Retained earnings	9	1,061,015	(9,732)	925,212
Contributed Capital	9	<u>4,475,202</u>	<u>8,831,048</u>	4,475,202
<b>Total equity</b>		<u>5,536,217</u>	<u>8,821,316</u>	<u>5,400,414</u>

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

**Whangarei District Airport  
Cash flow statement  
For the six months ended  
31 December 2024**

**Cash flow statement**

For the year ended 31 December 2024

	<b>31 December 2024 Actual \$</b>	<b>30 June 2024 Actual \$</b>
<b>Cash flows from operating activities</b>		
Revenue from operations	901,721	1,952,965
Interest received	20,006	25,867
Council Funding	<u>-</u>	<u>150,000</u>
	<b><u>921,727</u></b>	<b><u>2,128,832</u></b>
<b>Cash was applied (to) / from</b>		
Payments to suppliers	(677,677)	(1,735,626)
Goods and services tax (net)	<u>(22,868)</u>	<u>16,560</u>
Total cash provided to operating activities	<b><u>700,545</u></b>	<b><u>1,719,066</u></b>
<b>Net cash flow from operating activities</b>	<b><u>221,182</u></b>	<b><u>409,766</u></b>
<b>Cash flows from investing activities</b>		
Sale of assets	-	-
Purchase and development of property, plant and equipment	<u>(379,510)</u>	<u>(173,795)</u>
<b>Net cash flow from investing activities</b>	<b><u>(379,510)</u></b>	<b><u>(173,795)</u></b>
<b>Cash flows from financing activities</b>		
Capital introduced	<u>-</u>	<u>273,501</u>
<b>Total cash provided from financing activities</b>	<b><u>-</u></b>	<b><u>273,501</u></b>
<b>Net cash flow from financing activities</b>	<b><u>-</u></b>	<b><u>273,501</u></b>
Net (decrease)/increase in cash, cash equivalents, and bank overdrafts	<b>(158,328)</b>	509,472
<b>Bank accounts and cash, and bank overdrafts at the beginning of the year:</b>	<b><u>1,021,767</u></b>	<b><u>512,295</u></b>
<b>Cash, cash equivalents, and bank overdrafts at the end of the year</b>	<b><u>863,439</u></b>	<b><u>1,021,767</u></b>

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

## 1 Statement of accounting policies for the six months ended 31 December 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:

Class of PP&E	Estimated useful life
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**  
**31 December 2024**  
(continued)

### 3 Revenue from operations

	31 December 2024 Actual \$	30 June 2025 Budget \$	30 June 2024 Actual \$
Landing fees	492,668	1,021,128	899,416
Rent received	101,643	231,000	232,968
Operating expenses recoveries	28,720	35,000	45,553
Other recoveries	243,312	523,733	549,299
Gain on sale	-	-	-
Other revenue	8,038	15,000	17,591
Parking Revenue	<u>89,554</u>	<u>189,000</u>	<u>174,569</u>
<b>Total revenue from operations</b>	<b><u>963,935</u></b>	<b><u>2,014,861</u></b>	<b><u>1,919,396</u></b>

### 4 Other expenses

	31 December 2024 Actual \$	30 June 2025 Budget \$	30 June 2024 Actual \$
Cleaning	14,290	35,467	33,601
Electricity	17,604	34,729	33,323
Auditors fees	13,545	40,958	55,117
Other expenses	129,221	437,281	330,539
Bad debts written off	-	-	306
Movement in doubtful debt provision	-	-	(781)
<b>Total other expenses</b>	<b><u>174,660</u></b>	<b><u>548,435</u></b>	<b><u>452,105</u></b>



**Whangarei District Airport**  
**Notes to the financial statements**  
**31 December 2024**  
(continued)

## 5 Bank accounts and cash

	31 December 2024 Actual \$	30 June 2024 Actual \$
Bank deposits	250,000	-
Bank balances	<u>613,439</u>	<u>1,021,767</u>
<b>Total bank accounts and cash</b>	<b><u>863,439</u></b>	<b><u>1,021,767</u></b>

### 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.

## 6 Debtors and other receivables

	31 December 2024 Actual \$	30 June 2024 Actual \$
Debtors and other receivables	242,805	168,735
Provision for doubtful receivables	<u>(268)</u>	<u>(268)</u>
<b>Net debtors and other receivables</b>	<b><u>242,537</u></b>	<b><u>168,467</u></b>

## 7 Property, plant and equipment

	Work in progress \$	Land \$	Landside \$	Buildings \$	Airside \$	Plant and equipment \$	Services \$	Sundries \$	Motor Vehicles \$	Total \$
<b>Year ended 30 June 2024</b>										
Opening carrying amount	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
Work in progress	(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>Balance 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>
<b>2024</b>										
<b>Six months ended 31 December 2024</b>										
Opening balance	59,544	810,000	454,418	576,412	1,724,796	87,580	24,752	98,008	761,999	4,597,509
Additions	379,510	-	-	-	-	-	-	-	-	379,510
Reclassification	-	-	-	-	-	-	-	-	-	-
Depreciation charge	-	-	(15,568)	(23,779)	(54,044)	(11,059)	(826)	(22,767)	(46,648)	(174,691)
Transfers	-	-	-	-	-	-	-	-	-	-
<b>As at 31 December 2024</b>	<b>439,054</b>	<b>810,000</b>	<b>438,850</b>	<b>552,633</b>	<b>1,670,752</b>	<b>76,521</b>	<b>23,926</b>	<b>75,241</b>	<b>715,351</b>	<b>4,802,328</b>

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**  
**31 December 2024**  
(continued)

## 8 Creditors and accrued expenses

	31 December 2024 Actual \$	30 June 2024 Actual \$
Accrued expenses	157,051	87,864
Trade creditors and other payables	9,471	93,900
Rents in advance	55,565	55,565
Revenue in advance	<u>150,000</u>	<u>150,000</u>
<b>Total creditors and accrued expenses</b>	<b><u>372,087</u></b>	<b><u>387,329</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.

## 9 Equity

	31 December 2024 Actual \$	30 June 2024 Actual \$
Retained earnings	1,061,015	925,212
Contributed Capital	<u>4,475,202</u>	<u>4,475,202</u>
<b>Balance at 31 December 2024</b>	<b><u>5,536,217</u></b>	<b><u>5,400,414</u></b>

	31 December 2024 Actual \$	30 June 2024 Actual \$
<b>Retained Earnings</b>		
Balance at 1 July 2024	925,212	880,206
Surplus/(deficit) for the year	<u>135,803</u>	<u>45,006</u>
<b>Balance at 31 December 2024</b>	<b><u>1,061,015</u></b>	<b><u>925,212</u></b>

	31 December 2024 Actual \$	30 June 2024 Actual \$
<b>Contributed Capital</b>		
Loans Repaid	256,512	256,512
Local Community	12,500	12,500
Ministry of Transport	3,179,844	3,179,844
Whangarei District Council	<u>1,026,346</u>	<u>1,026,346</u>
<b>Balance at 31 December 2024</b>	<b><u>4,475,202</u></b>	<b><u>4,475,202</u></b>

## 10 Contingencies

The Airport has no contingent liabilities (2024: nil) and no contingent assets (2024: nil).

**Whangarei District Airport**  
**Notes to the financial statements**  
**31 December 2024**  
(continued)

## 11 Commitments

	31 December 2024 Actual 2024 \$	30 June 2024 Actual 2024 \$
<b>Capital commitments</b>		
Rescue Fire Services Building	<u>1,479,567</u>	<u>1,918,621</u>
<b>Total capital commitments</b>	<u>1,479,567</u>	<u>1,918,621</u>

## 12 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.

**Appendix 2 - WDA 24-25 Full year forecast – Dec 24.**

Whangarei District Airport  
Forecasting 2024-25  
Up to and including period 6

<b>Revenue</b>	<b>Actuals YTD</b>	<b>Full year forecast</b>	<b>Full year budget</b>	<b>Variance</b>	<b>Commentary</b>
Gate Revenue	89,554	179,108	189,000	(9,892)	
User Fee/Charge	492,668	985,335	1,021,128	(35,793)	Down turn of ANZ flights and passenger numbers. General Aviation numbers are also down due to financial constraints.
Misc Income	8,038	16,075	15,000	1,075	
Operational Recoveries	28,720	45,000	35,000	10,000	
Other Rentals	101,643	231,000	231,000	-	Interest received from the bank account itself and term deposit exceeds what was expected from the budget as capex deferred or completed later than planned
Invest Interest	20,006	40,013	10,000	30,013	
RFS Operational Recoveries	243,312	486,624	523,733	(37,109)	Related to User Fee/Charge
Other Income	0	150,000	0	150,000	Land SAR grant was not budgeted for
<b>Total Income</b>	<b>983,940</b>	<b>2,133,155</b>	<b>2,024,861</b>	<b>108,294</b>	
<b>Expenditure</b>					
L& Dev Trav	2,403	8,400	8,400	-	
Learning & Development	5,217	6,000	5,250	(750)	
Refreshments Provided	928	1,857	1,378	(479)	
General Misc	243	243	2,625	2,382	
Telephones	592	1,183	955	(228)	
Consumables	6,156	12,313	-	(12,313)	Car parking tickets
Insurance	28,849	55,839	54,010	(1,829)	
Other Subscript	3,540	7,080	6,174	(906)	
Advert Other	1,050	2,099	5,513	3,413	Advertising is for adverts supporting local papers
Website	0	0	630	630	
Rates Paid	16,309	32,618	36,297	3,678	
Electricity	17,517	35,033	34,729	(305)	
Water Rates Paid	-38	2,095	2,095	(0)	
Building Compli	2,683	5,366	4,410	(956)	
Certification	432	3,450	3,150	(300)	
Weather Forecas	2,160	4,320	5,513	1,193	Traveled by road instead of flying for our annual airports conference
Travelling	738	2,500	7,350	4,850	
Flags/Decorations	67	133	-	(133)	
Signs Exp	2,210	4,420	1,654	(2,766)	Unexpected damage after storms
Comp Supplies	337	673	0	(673)	
Pest Control	2,467	9,371	9,371	0	
Misc Materials	59	118	0	(118)	
Cleaning Consumables	5,011	10,021	7,716	(2,305)	Timing of purchasing of large batches
Management Fee	274,206	555,993	555,993	0	
H&S Compliance	169	5,700	5,775	75	
Vehicle Running	579	1,157	15,750	14,593	Splitting of fuel costs between RFS and WDA A new budget code. Original were estimates were an unknown quantity at that time.
Fuel not fleet	3,619	7,239	11,702	4,463	
Bank Fees/Charges	4,003	8,007	8,682	675	Carpet cleaning, Water blasting and window cleaning to be done
Cleaning	9,234	23,000	27,225	4,225	
Security	5,593	11,186	11,574	388	
Accounting Fees	0	10,000	10,000	-	
Payments to Ext	3,885	7,771	5,513	(2,258)	Fees increase by contractor
Legal Fees	1,050	1,050	2,205	1,155	
Valuation Fees	0	2,000	4,000	2,000	Contingency in case of needing to get new valuations
Other Professional fees	6,055	66,000	94,100	28,100	Expecting to pay more for consulting landing charging fees
Audit -External	13,545	45,126	40,958	(4,167)	Audit fees more than anticipated when budget was set
Runway Maintenance	4,686	50,000	52,500	2,500	
Drainage	0	0	31,500	31,500	Drains not needing maintenance this period
R&MPlant/equip	8,084	16,168	5,250	(10,918)	Terminal related maintenance. Aircon unit and Café equipment repairs.
R&M Buildings	525	10,500	10,500	-	
R&M Sched Maint	530	1,060	5,250	4,190	Budget is an allowance for the unexpected.
Hired Plant Interior	689	1,377	-	(1,377)	
R&M Gardens	3,836	37,000	5,058	(31,942)	All grounds plus tree obstacle clearance is put through this.
Gardens R&M	0	0	2,100	2,100	
R&M Fence	9,446	15,000	5,513	(9,487)	New hanger constructions has required extra fencing.

Sealed Area R&M	675	5,000	10,500	5,500	Identified a job that needs doing, so have increase this years forecast. Generally however, less repairs have been required this period.
R&M: Lighting	8,424	16,847	29,835	12,987	Light repairs are as and when required and is what it is. Not likely to require the full budget for the remainder of the year
R&M: Other	6,990	13,981	33,075	19,094	
Depreciation	112,076	224,864	270,962	46,098	
Minor Asset Pur	1,683	3,366	0	(3,366)	New freezer and microwave for Café
L& Dev Trav	3,508	7,015	0	(7,015)	RFS staff traveling for specialst courses
Learning & Dev	3,485	15,000	31,500	16,500	Staff currency on training is still current
Medical Exam	889	2,700	2,737	37	
Freight/Cartage	240	480	0	(480)	
General Misc	2,883	5,766	0	(5,766)	Annual charge for coastal permit light poles
Tele/Comm	0	0	955	955	
Consumables	0	0	525	525	
Other Insurance	6,409	12,817	19,800	6,983	
Other Subscript	133	267	0	(267)	
Electricity	87	87	0	(87)	
Certification	0	0	525	525	
Travelling Exp	0	4,500	4,536	36	
Comp Supplies	9	17	457	439	
Cleaning Cosm	45	90	525	435	
Management Fee	181,251	367,513	367,513	(0)	
Safety Clothing	0	500	6,300	5,800	Little staff change or turnover
Uniforms	25	50	3,308	3,258	as above
H&S Compl	166	1,050	1,050	-	
Vehicle Running	5,902	11,804	11,025	(779)	
Fuel Not fleet	1,016	2,031	2,788	756	
Other Profess	0	0	1,575	1,575	
R&MPlant/equip	133	266	0	(266)	
R&M Buildings	0	0	2,000	2,000	Were expecting to be in new building with warranty
Hired Exp	369	738	525	(213)	
R&M Gardens	0	0	500	500	
R&M: Other	0	0	26,250	26,250	As per buildings
Depreciation	62,615	125,229	93,464	(31,766)	Depreciation for second fire truck was more than budgeted due to lower useful life than a new truck
Minor Asset Pur	464	928	4,000	3,072	
<b>Total Expenditure</b>	<b>848,138</b>	<b>1,903,375</b>	<b>2,034,594</b>	<b>131,891</b>	
<b>Net Profit / (Loss)</b>	<b>135,802</b>	<b>229,780</b>	<b>(9,733)</b>	<b>240,185</b>	
WDA Operations	162,119	302,006	48,391	253,615	
Rescue Fire Services	(26,317)	(72,226)	(58,123)	(14,103)	





## 5.1 Operational Report – Strategy, Planning and Development – March 2025

**Meeting:** Strategy, Planning and Development Committee  
**Date of meeting:** 20 March 2025  
**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 March 2025.

### 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 – March 2025

Attachment 2 – Operational Report – Strategy & Democracy – March 2025



# Operations Report Planning and Development

**March 2025**

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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). We continue to actively monitor Central Government announcements on Resource Management reform to ensure alignment of our maintenance and review work with national direction.

- **Plan Change Updates:**

Plan Change	Status	Status Update	Influence of Central Government RM Reforms
PC1 - Natural Hazards	Appeal period closed 7 February 2025.  Awaiting Environment Court direction on mediation. Staff have commenced initial scoping and analysis to prepare for mediation.	The following six appeals were lodged against PC1. Most of the appeals relate to site specific hazard mapping on individual properties. <ul style="list-style-type: none"> <li>• ENV-2025-AKL-000025 - Ellery</li> <li>• ENV-2025-AKL-000026 - Northland Regional Council</li> <li>• ENV-2025-AKL-000027 - Foodstuffs North Island</li> <li>• ENV-2025-AKL-000028 - Regeneration Holdings</li> <li>• ENV-2025-AKL-000029 - Marsden Cove Limited</li> <li>• ENV-2025-AKL-000031 - Channel Infrastructure NZ</li> </ul>	The Central Government announced in Sept/Oct a proposal for new national direction that takes a risk-based approach to managing natural hazards. PC1 proposes a risk-based approach to hazard management. There remains a lack of detail at this stage to understand how well aligned PC1 might be with any new national direction.
PC2 - General Amendments	Decision version notified – Appeal period closes 9 April 2025.	The decision on PC2 was notified on 26 February 2024. The majority of amendments proposed under this plan change did not receive submissions in oppositions, therefore scope for any potential appeals is very narrow.	The RM reforms are unlikely to impact this work which is focused on efficiency and effectiveness improvements rather than changing policy direction.

- **Matters of Importance to Māori Update:**

Council staff met with Ngāti Taka, Te Parawhau and Te Iwitahi Manihera Whānau during February to talk through requested changes to the formal agreement documents. Discussions remain ongoing as we work toward signing agreement documents.

We completed the procurement process for the archaeological support of this plan review in February, and contract negotiations have since commenced with the Supplier.

In response to hapū feedback, Council staff made changes to a 'Summary of Findings' document prepared to support Phase 1 of the project. On 4 February 2025 this was re-circulated to hapū partners and other hapū members who have indicated an interest in being involved in the project for further input on proposed issues and objectives. So far, input has been received from four hapū representatives, including our two formal partners.

Council staff have drafted a 'Development and Land Use Activities analysis'. This document looks at land use activities that are managed by the District Plan and focuses on how these activities interact with Sites and Areas of Significance to Māori.

We have sought input into this document from our formal hapū partners and those hapū members who have indicated interest in the project and expect to hold hui to work through this in the coming month. It is intended that this document will inform the drafting of District Plan provisions as part of Phase 2 of the Project.

Council staff seek to complete tasks within Phase 1 alongside hapū as follows:

- *February 2025* – Issues and Objectives Statement
- *March 2025* - Development and land use activities analysis
- *April 2025* – Taonga species schedule (draft)

- **Other District Plan Topic Reviews**

An update was provided at the Council Briefing on 26 February following early consultation and engagement for the following topics under review in the Whangarei District Plan:

- Temporary Activities
- Cross Boundary Matters
- Contaminated Land
- Financial Contributions

The anticipated process steps and timeline to a 'decision to notify' point are:

- *February – April 2025*: Prepare draft District Plan provisions
- *April 2025*: Council briefing to discuss draft plan change provisions
- *April – May 2025*: Targeted consultation on draft provisions
- *May – June 2025*: Finalise drafting
- *July 2025*: Seek decision to notify plan changes

Reports on other current plan review topics (Public Access, Ecosystems and Biodiversity, Network Utilities, and Renewable Energy Generation) will be brought to subsequent Council Briefings. These topics are impacted by the Resource Management Reform and will be progressed on a different timeframe than the ones above.

- **Minor improvements**

Analysis work in preparation for the above plan changes uncovered some minor errors and inconsistencies within various parts of the District Plan. To address these issues in a timely manner and leverage process efficiencies, it is recommended to introduce a Minor Improvements plan change alongside the present suite of plan reviews. This approach was discussed at the 26 February 2025 briefing.

The scope and merit of potential issues that require review and improvements is currently being investigated. The detail of these proposed changes will be brought to a Council briefing in April alongside the Temporary Activities, Cross boundary Matters, Contaminated Land and Financial Contributions topics.

### 1.2.2 Monitoring

Council staff are currently working to develop a work programme to fulfil our monitoring requirements under the RMA. This month internal discussions with Council teams involved in

District Plan implementation have been completed. These discussions will inform an approach to commencing monitoring work. This work is a first step toward making improvements to the way we carry out our monitoring functions under the RMA.

### 1.2.3 Private Plan Changes

- **Rosvall Sawmill Rezoning Request**

Following the Strategy Planning and Development Committee's decision to accept the private plan change at their November 2024 meeting, limited notification of the plan change commenced on 10 February 2025. Notified persons will be able to make a submission on the Plan Change until 10 March 2025.

- **422 Marsden Point Road Rezoning Request**

A private plan change request for the rezoning of 422 Marsden Point Road from Heavy Industrial to Light Industrial Zone was lodged on 20 December 2024. A request for further information to support the processing of this request has since been requested from the Applicant.

Once all requested information is provided this Private Plan change will 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.

### 1.2.4 ePlan

We continue to receive positive feedback from users of our ePlan platform. However, a software upgrade to the backend functionality of this platform during February has raised some concerns around the product and the use of it for maintenance of the District Plan over the long term.

In an effort to deliver this software within the Central Government imposed deadline, and to project budget, some aspects of the system were deployed in a partially complete state, with administrative workarounds in place to enable the system to function as required. These workarounds are not sustainable in the long term as they require the knowledge of those that were involved in the project, and / or are difficult to explain / teach to new staff through process guidelines.

Over the long term these workarounds have the potential to result in issues with the legal version of the District Plan. As such, staff have begun scoping an enhancement project to address these matters, with a particular focus on system functionality that exposes Council to risk in the long term if the backend of ePlan is not improved.

Alongside this staff are also developing a broader risk management strategy for ePlan to ensure potential risks around the use of the system for District Plan maintenance are mitigated.

The recent upgrade to the system has also highlighted the high resourcing requirement (staff time) to thoroughly test the system at major upgrade points (every 12-18 months). Thorough testing is required to ensure the legal version of the District Plan (and historical record-keeping of changes made to the District Plan) is not compromised by software upgrades. Staff are working to close the knowledge gap between those staff involved in the project and those that were not, to ensure thorough testing can be resourced in the future.

### 1.2.5 Process Improvement

Work continues to improve some of our processes.

- **Making Plan Review work easier for the community to engage with**

The technical nature of plan review work is recognised as a barrier to the community engaging in plan review processes. As such, work is underway on improvement initiatives aimed at making the plan review process more accessible / understandable to our community. It is hoped that these initiatives will over time result in greater levels of community engagement with plan reviews and improved understanding around the role of the District Plan in shaping our District.

Initiatives currently include:

Area of Focus	Description	Status
Improvements to Plan Change Webpages	We are working with the communications team to explore and implement ways to improve web content to better support community in engaging with plan reviews.	Project to commence in April 2025.
New Engagement Methods	We are exploring new ways to communicate information about, and seek feedback on, our plan reviews.	Underway
Broadening the reach of consultation	We are exploring methods to broaden the reach of our consultation and engagement, including: <ul style="list-style-type: none"> <li>Working with the ICT team to explore and trial new methods to send mass communications on our plan reviews.</li> <li>Contributing to ICT work around cleaning up rate payer contact details to improve the reach of notification letters in the future.</li> <li>Exploring engagement opportunities with Council Advisory Groups.</li> </ul>	Underway

- **Business Process updates**

Following the completion of ePlan we are updating all our process manuals to ensure business process changes arising from the implementation of ePlan are captured. At the same time, we are checking other aspects of our business processes to ensure they continue to meet the statutory requirements of our processes. This includes considering any necessary changes to business processes that have arisen from the Fast Track Approvals Act 2024.

- **Consultation Record Keeping**

Staff have developed new templates and are putting in place associated business processes to facilitate improved record-keeping on consultation associated with Plan review processes. This includes development of templates for use in: (1) setting the consultation strategy (and rationale for approach) for each plan review; (2) comprehensively capturing and recording all correspondence and feedback associated with consultation as part of a plan review; (3) summarising key themes arising from consultation and clearly recording how consultation points have been responded to (where appropriate to do so) in the development of plan changes that follow.

### 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.**



<b>Performance Measure</b>	<b>2023 – 24 target</b>	<b>Compliance</b>
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**

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

### **1.4.1 Resource Management Reform**

There remains a lack of detail around Resource Management Reform and what this may mean for our current work programme. Government announcements (discussed in more detail below) suggest rescoping or reprioritising our plan reviews may be necessary in the future. We are actively monitoring the Resource Management Reform to ensure we are well placed to adjust our work programme or rescope plan reviews where required.

### **1.4.2 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.

### **1.4.3 ePlan**

As set out in Section 1.2.4 above the ePlan presents some challenges around the on-going maintenance of this system. Staff are developing a risk management strategy for ePlan to ensure potential risks around this are mitigated. Part of this strategy includes initiating an enhancements project for this system sooner rather than later.

## **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**

The maintenance, review and monitoring work outlined in Sections 1.2.1 and 1.2.2 of this report is undertaken by Planning staff, with some non-planning technical expertise associated with this work being funded by the Operational District Plan budget. The Operational District Plan budget also covers the cost of notification, submission and hearing processes (e.g. commissioners and postage costs).

All actual and reasonable costs of processing the private plan changes outlined in section 1.2.3 (to a decision) will be on-charged to the Applicant. The cost of any Council involvement in appeals to these private plan changes (e.g. lawyer time) sit with Council.

## **1.6 Legislation Changes or Updates**

RMA Amendment Bill #2 was introduced to parliament prior to Christmas. In addition, the Fast Track Approvals Act 2024 was brought into law and a Gene Technology Bill was introduced. As reported to the committee last month Council is prioritising its input to the reform programme given the scale of reforms, and limitations on staff resourcing, with input being limited to substantive changes to the system that materially impact on our functions. Since this time there have been no further announcements on Resource Management reforms.

We will continue to actively monitor the Resource Management Reforms with a view to seek direction and feedback from elected members on reprioritisation of workload as required.

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

Noting the potential impact of Resource Management Reform on the District Plan work programme it is expected that the current priorities set out in Section 1.2.1 will make their way through the plan making process over the next 1-3 years. Additional review work will be brought on stream as resourcing allows and in having regard to national direction and the 10-year review requirements of the Resource Management Act 1991.

## 2. District Development

### 2.1 Health and Safety

Nothing to report.

### 2.2 Current Priorities

- **Te Aho Tāhuhu | Community First**

Staff are reviewing a number of actions or initiatives that have been implemented by various departments over the last 18 months to ascertain what positive differences they may have had on members of the public when engaging with Council on matters related to the building or construction supply chain.

- **Parihaka Transmission Mast**

While a project plan is in place to undertake the stabilisation work required for future transmission mast security, a challenge remains as to how to gain access to the site for the various equipment work needed to undertake that work. Managing the risk of heavy construction vehicles traversing the slip-prone areas along Memorial Drive is crucial. Further geo-technical work is to be undertaken on the access road with the view to establish a viable plan to secure the access required.

- **48 South Road**

Staff are working with a consultant planner to progress the various planning aspects of this project to vary the consent as per the resolution of Council

- **Hihiaua Peninsula Consultation**

The final sales documents for the old A'Fare building, as per Council resolution, and the lease of the underlying land which is not subject to planning restrictions of the adjacent reserves land that resulted in public consultation, are currently with Council's solicitor with the completion of this portion of work being imminent.

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. Staff are still working through the remainder of issues in relation to the lease.

Further work is being done to ensure better liaison between the Trust and Council during the disbursement of the final tranches of Council's funding in relation to the development of Stage Two.

- **Regional Deals**

Staff have been providing support and acting in a liaison role between various parties involved in the submission of the "light-touch" proposal for this government initiative.

### 2.3 Current Challenges/Issues

With the restructure of the internal commercial property several legacy projects will remain a shared responsibility until they have been concluded. Due to some long-term relationships with individual leaseholders, District Development staff continue to manage the expectations of some commercial leaseholders on future development and freeholding opportunities in the interim period leading to the formation of a future property CCTO. Staff are now focussing on core elements of district attraction, economic development and inward investment opportunities.

## 2.4 Overview of Operational Activities through to July 2024

### 2.4.1 Economic Development

- **Business**

The Whangarei economy saw a slight contraction over the 2024 calendar year, with GDP declining by 0.1%pa, as reported in the Infometrics December 2024 Quarterly Economic Monitor. This was driven by lower activity in the construction and manufacturing sectors, although growth in health, real estate, and primary industries helped limit the decline. Employment fell 1.5%pa, one of the steeper drops nationally, with construction, retail, administration, and manufacturing experiencing the largest job losses. Gains in health, education, and public sector employment provided some balance.

Business activity remains resilient, with business counts in Whangarei rising by 1.8%pa, well above the national increase of 0.5%pa. The primary sector continues to be a key driver of economic stability, with a forecasted \$261m dairy pay-out, up \$61m from the prior season. Strong beef and horticulture returns are also contributing positively, although forestry remains under pressure due to challenging export conditions.

Looking ahead, the Council remains engaged in regional economic development initiatives, including the Regional Deal proposal, which will be submitted by the 28 February deadline. The proposal aims to attract targeted investment to support economic resilience and growth in Northland.

Discussions around economic opportunities at Northport continue, with a consortium exploring potential local ownership and development of the port. Additionally, the government's consideration of Special Economic Zones (SEZs), which could impact energy security and investment, will be closely monitored for potential implications in Whangarei.

- **Northland Inc. Update** (as provided by Northland Inc.)

***Business Enterprise and Innovation***

- In the year to date our Business Growth Team has engaged one on one with 212 Northland businesses through the Regional Business Partnership (RBP), with 49% of them being Whangarei based.
- Business confidence is steady with some good news recently with the OCR cut. The feeling is that businesses are getting on with things, keeping their head above water and doing what they can to improve their position.
- New registrations with the RBP for the region took a definite jump at the beginning of February and the team is busy holding discovery meetings with a range of businesses to see what support is required to facilitate growth.
- There has been no change to the Net Promoter Score for the RBP team, with a current score of 75 (the KPI in our SOI is that this be >50 for the year). The NPS provides a measure of how satisfied our clients are with the business assistance and other services provided by this team.

***Destination Management***

- Following the RTO facilitating Tourism Minister Upston meeting with Northland operators and Mayor Cucurullo last month, the Minister announced a new, contestable \$3m fund for RTOs. The Regional Tourism Boost contestable fund will open at the end of February for activity in the April to July period, to attract more international visitors to regional destinations this autumn and winter. The fund requires RTOs to work together on applications and promote travel opportunities outside main tourism hotspots. Given the tight timeframe, Tania has already had several meetings with other RTOs to align on the best approach and ensure that Northland capitalises on this funding opportunity.
- With funding through MBIE, in July 2024 the RTO joined the Angus and Associates visitor insights program, commissioning specific Northland insights in the form of the

Market Perceptions report. An initial report is now available and covers the first six months of data, offering the ability to monitor and benchmark perceptions, profile current and potential visitors, and understand destination drivers and barriers to visiting. The report can be accessed here:

<https://www.northlandnz.com/business/key-industry-sectors/tourism/>

- The RTO has secured funding through Northland Regional Council to give Whangarei and regional operators access to Carbon Trail - a carbon measurement tool. This tool will allow operators to capture their carbon footprint, understand areas in their business where they can make efficiencies, and benchmark themselves against others in the industry.
- The Enjoy the Journey, #NorthlandStyle campaign is now live, with a radio partnership in market and print media coverage. Operators have been provided with a toolkit of social assets to use through their channels, and have also donated experiences/prizes, giving them extra coverage through marketing channels during the campaign.

### ***Investment & Infrastructure***

- Northland Inc's Tuputupu team have been undertaking follow-up engagements from the Market Opportunity workshops and starting to identify the long list of opportunities to put forward for more detailed market opportunities investigation.
- The investment team (noting that Codie is now on Maternity Leave) has been solely focused on drafting the regional deal application and supporting JREDC to oversee this process.

## **• Whangārei District Airport**

### **Operations**

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

Management are awaiting confirmation for completion of the rejuvenation of the sealed runway and have tentatively booked the weekend of the 15th of February to complete the works.

Trimming of trees around the airport for the Obstacle Limitation Survey is now underway. Weir Crescent by the Grass Runway has been completed, as has the corner of Hill and Church Streets. Still awaiting on the trees on the private property of 123 Church St to be trimmed to complete these works.

The Civil Aviation Authority (CAA) is requesting to join the upcoming Airport Safety or Users Meeting to discuss the proposal to increase the Mandatory Broadcasting Zone (MBZ) height from 6,500ft to 9,500ft. This proposal arises from a near-miss incident in late 2003 involving an Air New Zealand aircraft and a private aircraft, both operating under Instrument Flight Rules (IFR). The incident occurred outside Whangarei's current MBZ.

An Aeronautical Study, conducted when Whangarei Airport was advised to implement Crash Fire services, included several recommendations for the airport to consider. One key recommendation was to raise the MBZ height to 9,500ft.

This recommendation was presented to both the Airport Safety Committee and the Airport Users Group. After thorough discussions, both groups voted against the proposal, expressing concerns that the increased MBZ height would lead to excessive radio communication, potentially causing more harm than benefit.

The CAA has now requested a reconsideration of this proposal by the Safety Committee. The CAA believes that the Transport Accident Investigation Commission (TAIC) investigation into the 2003 near-miss may suggest that raising the MBZ height could have acted as an additional safety measure, potentially preventing the incident.

**Scheduled flights**

Air New Zealand are still having engineering issues that are regularly affecting its flights nationwide.

Air New Zealand are proposing to drop to one flight per day to Whangarei for approximately 3 – 4 months. They have said this is due to passenger demand. Whilst this is true on a Nationwide basis, which has had a drop of some 6 - 7% on average, in Whangarei the decline has only been by 0.7%, well below the average.

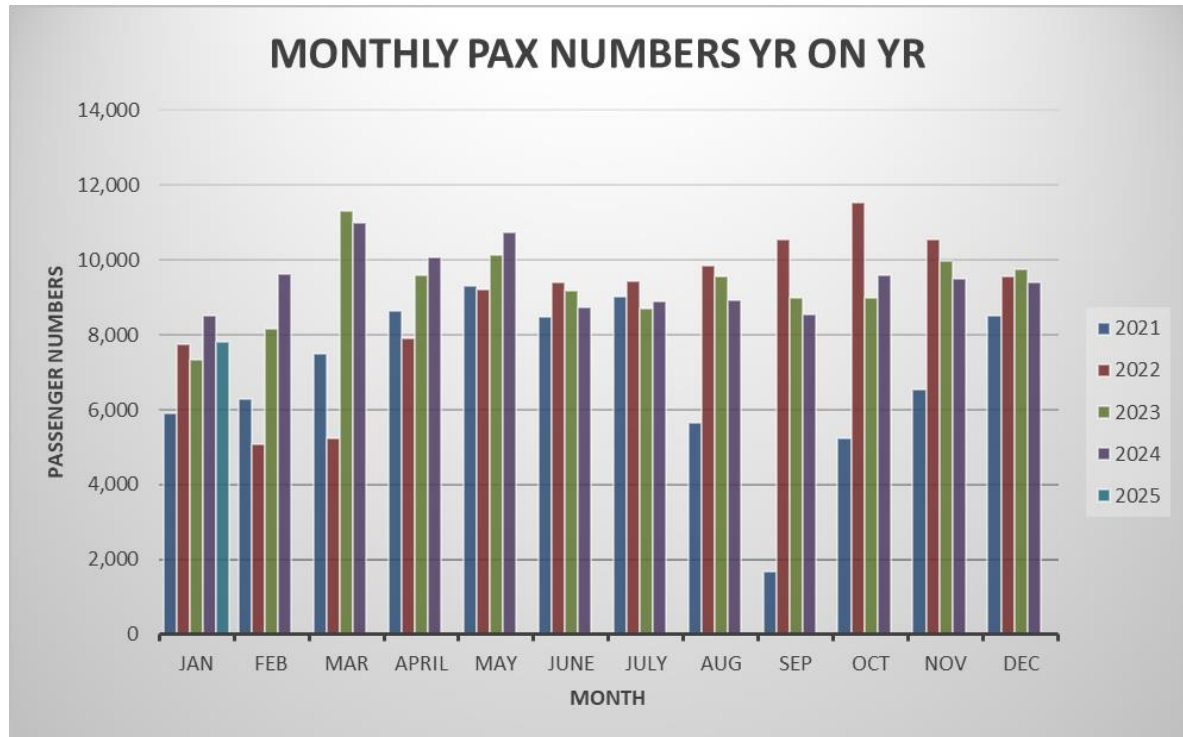
A total of 4 flights were cancelled during January 2025.

**Noise**

There was one noise complaint during the month of January regarding the take-off of the Northland Rescue Helicopter. Northern Rescue Helicopter Limited -NRHL- responded to the complainant directly copying the airport in. NRHL advised of the two types of procedures for taking off and why they take off for each type and also advised that they are more than happy to use the other method if this would better suit the residents.

**Passenger Numbers**

Passenger numbers for January 2025 were 7,803, which is down on 8,505 from January 2024. Unfortunately, cancellations alone do not make up this difference. During this time of year travel is predominantly for vacations/pleasure, as opposed to business, and affordability is a big part of whether people are going to travel. There remains an underlying perception that the risk of flight cancellations when traveling to/from Whangarei remain a consideration for potential travellers.



**Parking**

Parking revenue for January 2025 was \$9,899, which is down 12% from January 2024 (\$11,197).

## District Development Update

- **Accommodation Data:** In December 2024, Whangarei recorded 67,200 guest nights, reflecting a 2% year-on-year increase. Domestic guest nights accounted for 56,000 of the total, while international guest nights contributed 11,200. This data highlights a significant rise in guest nights compared to previous months, indicating increased tourism activity during the holiday season. Overall, Northland experienced a 1% increase in total guest nights, with the Far North witnessing a 1% decrease year-on-year and Kaipara seeing a 40% year-on-year decline.
- **Cruise Ships:** Three cruise ships have docked in Whangarei, bringing approximately 2,000 guests and crew to explore the district. One of the more unusual arrivals was the Seven Seas Navigator on February 10th, which was part of a two-week private charter by an American construction company, hosting 640 of their staff. WDC's involvement includes a traffic management plan that mitigates congestion and WDC Ambassadors providing support to visitors at both the Port and Town Basin. Local businesses have provided positive feedback. The final ship for the season docks on 24 March. District Development is also assisting Northport with preparations to promote Whangarei at an international cruise conference in Miami.
- **Social media:** Whangarei District Love it Here! had 250,400 views on Facebook and 324,200 views on Instagram. Our Tiktok videos were watched 157,000 times in January.
- **NZ's Best Beach:** We waved away the competition, with Waipū Cove securing the title of NZ Herald's Best Beach and knocking out 3x winner Ōhope Beach. District Development supported the campaign with a boosted social media post promoting voting, and a boosted celebration post. Each post received over 50,000 views on social media.
- **Come on Up! Campaign:** Whangarei District Love it Here! is conducting social media campaigns promoting upcoming events such as the Blues game and Fritter Festival. These advertisements target specific demographics, encouraging visitors to "Come on Up" and enjoy the events and attractions in Whangarei. Planning is also underway for the Māori All Blacks vs Scotland game, with ideas on how to best showcase Whangarei to a local and international audience.
- **Website Updates:** WhangareiNZ.com continues to show excellent growth, with a 24% increase in total visits compared to December and a 52% year-on-year increase in total visits.
- **TRENZ Conference:** Preparations are underway for District Development and the isite to represent and promote Whangarei at the TRENZ conference in May.
- **Roady Campaign:** Content creators Roady will commence their campaign this month, promoting Whangarei to their audience of over 500,000 followers. Additionally, Roady has updated our image library, making new images available for use through the Crowdriff portal at WhangareiNZ.com.

Location	Nights	Dec-23	Nov-24	Dec-24
Northland	Total	239,700	133,700	241,300
	% YOY		-3%	1%
	Domestic	199,800	99,400	194,700
	% YOY		1%	-3%
	Int.	40,000	34,400	46,700
Whangārei	Total	65,700	37,500	67,200
	% YOY		1%	2%
	Domestic	56,800	29,000	56,000
	% YOY		6%	-1%
	Int.	9,000	8,500	11,200
Far North	Total	137,900	83,400	136,300
	% YOY		-4%	-1%
	Domestic	111,000	60,200	104,300
	% YOY		-2%	-6%
	Int.	26,900	23,200	32,000
Kaipara	Total	36,100	12,800	37,800
	% YOY		-65%	-40%
	Domestic	32,000	10,100	34,300
	% YOY		10%	7%
	Int.	4,100	2,700	3,500
	% YOY		-27%	-15%

#### 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?

- **Inward Investment Pathway**

At present both domestic and international inward investment opportunities present themselves through multiple channels and are, to some extent, treated in an ad hoc manner depending on the capabilities and capacity of the receiver. There is an argument to develop a more coherent approach across the District and Region. This approach aims to improve, streamline and focus on investments critical to the north. By better matching investor interest with investment opportunities and conducting thorough due diligence, we can ensure that when various parties approach us, we bring the right people to the table. Staff will be working with Northland Inc and other agencies to investigate how such a process can be implemented.

- **Impact on Business**

Recent engagement with various business and central city groups has highlighted there is often a shortfall in information available on the impacts, positive or otherwise, of some sectors of our community and what weight is given to them during the decision-making process. While information regarding engineering, cultural and environment is generally considered as fundamental to good decision-making, as an organisation we often overlook



the impact on the commercial sector of various projects either during the project or upon their completion. Staff are exploring how these potential impacts can be considered and given weight when undertaking work within the central business district.

### 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%	96%
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

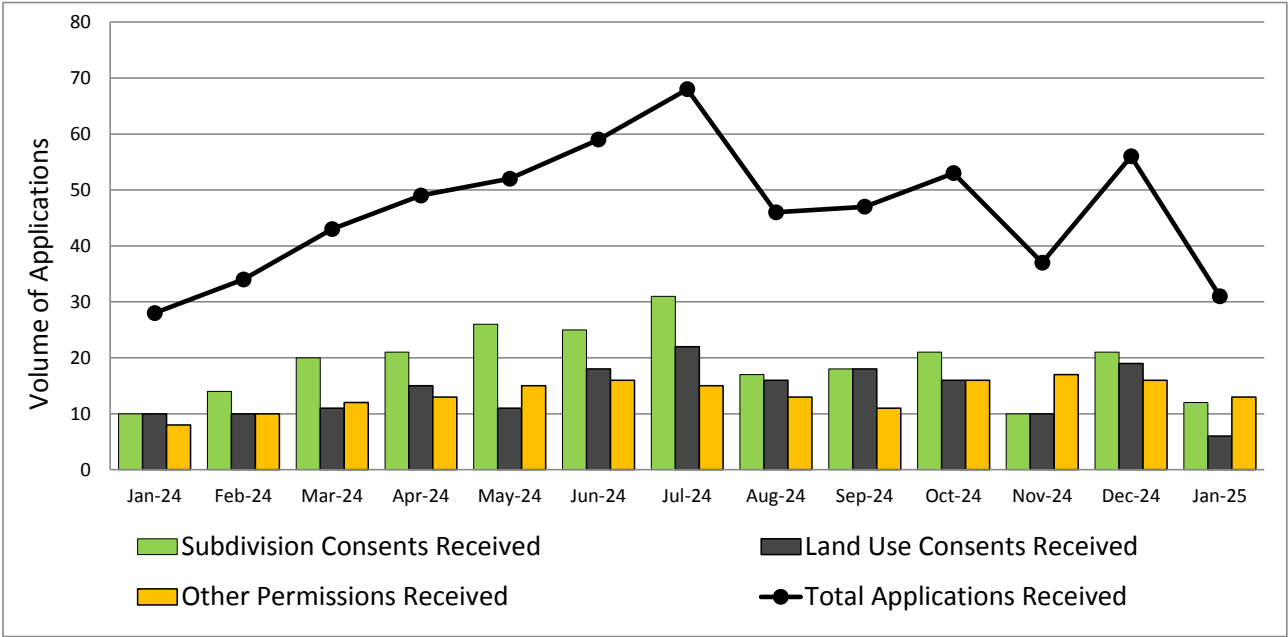
We continue to work closely with the Development Engineering Team to track consent timeframes and manage capacity challenges. This has contributed to an improvement in the number of non-notified consents issued on time.

Wastewater capacity (most commonly subdivisions) where connection to the wastewater network is required, we seek input from the infrastructure team. If there is no capacity to connect to wastewater we may have to decline the application.

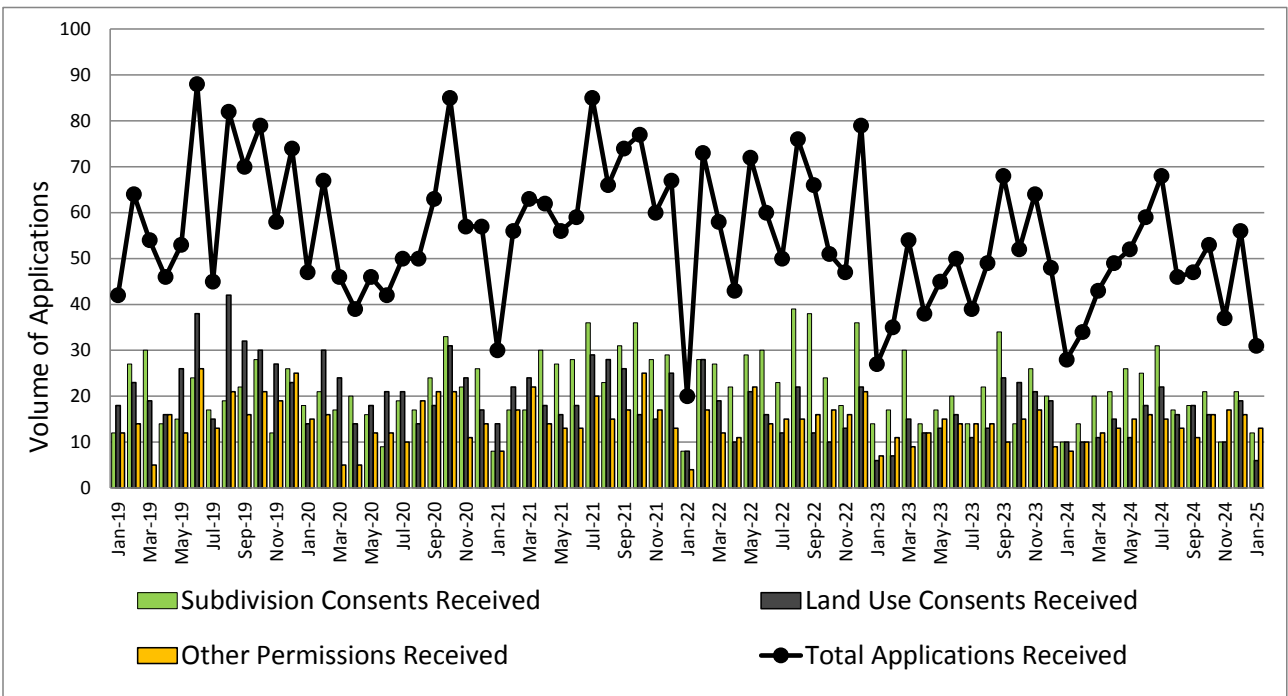
#### 3.5 Overview of Operational Activities

The number of resource consent & post-approval applications peaked in December before dropping off again in January, in line with previous years. Application numbers are expected to start to increase again as surveyors, agents and solicitors come back from leave.

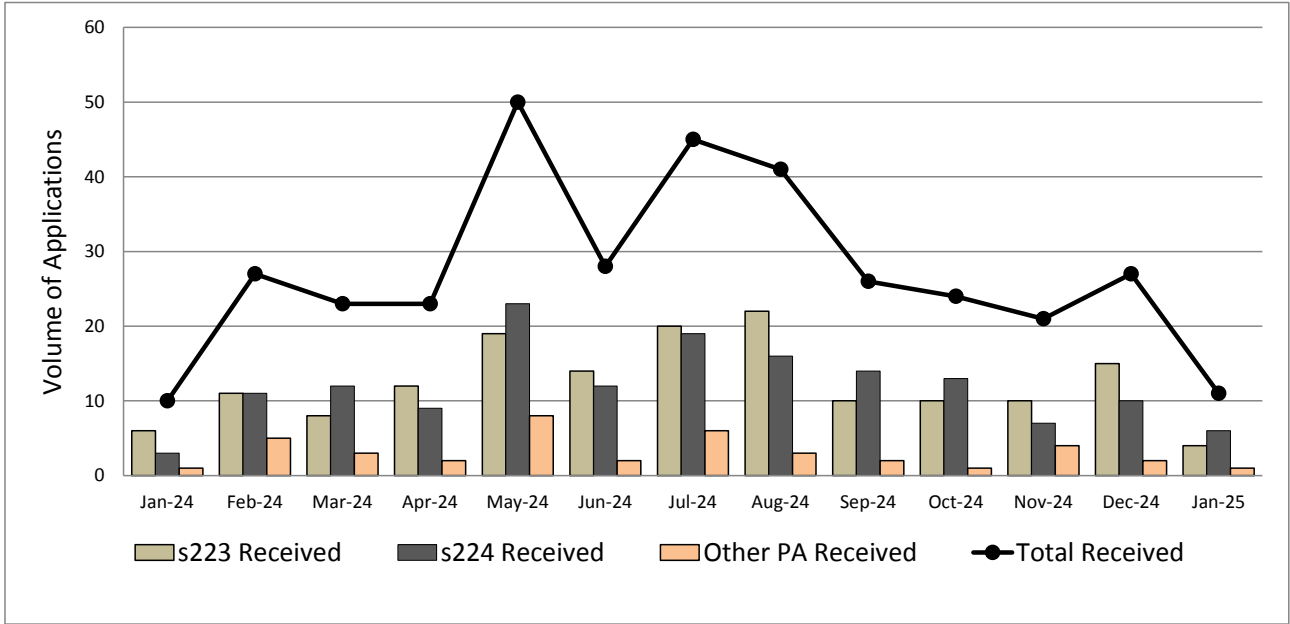
**Total number of applications received over last 12 months**



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

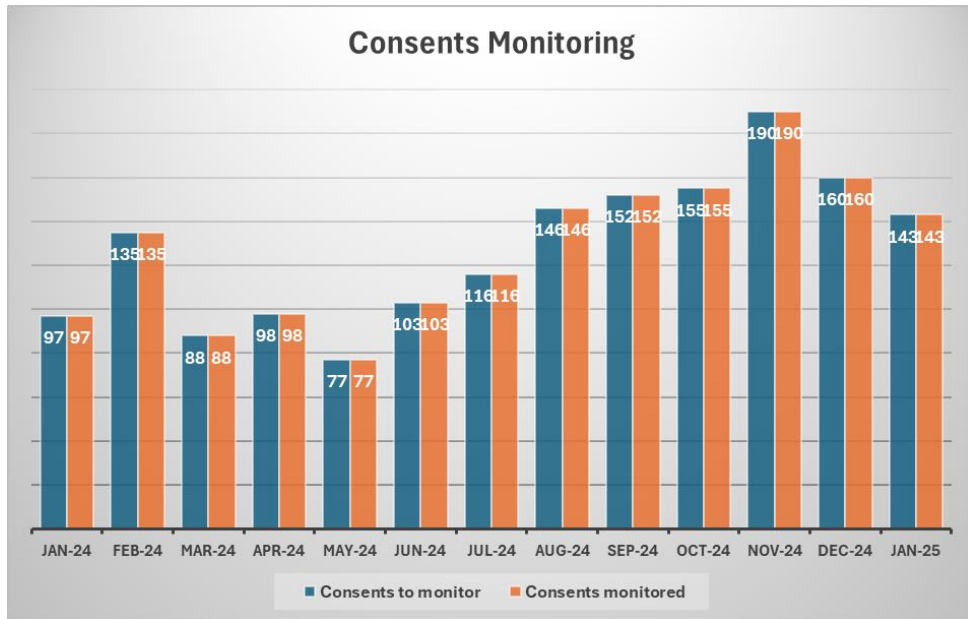


**Number of post-approval applications received over the last 12 months**

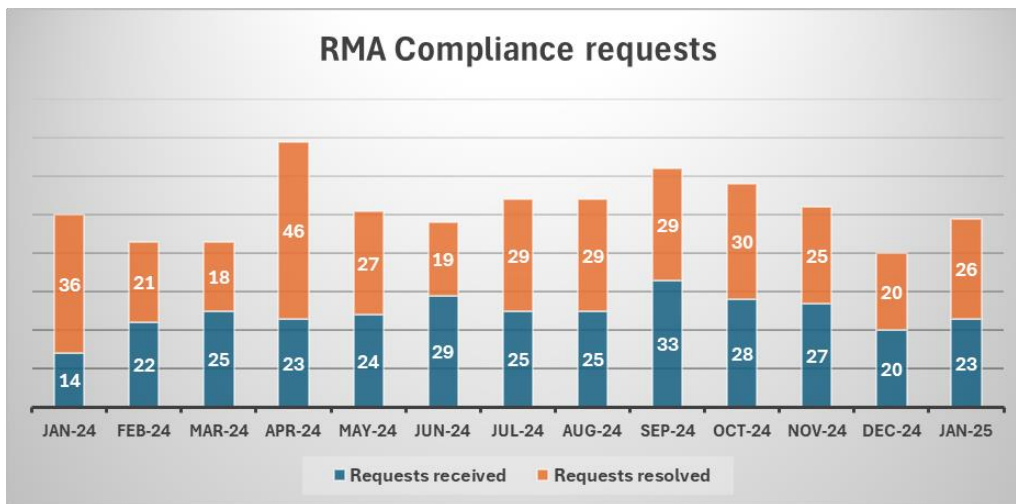


**Compliance**

In January 2025, consent monitoring activities saw a significant 47% increase compared to January 2024 (97 v. 143), primarily due to the addition of new consents to the monitoring list.



RMA compliance requests also rose by 64%, while the number of closed requests declined by 28%, reflecting the extended time required to resolve certain cases. The majority of requests fell under the Residential Units & Structures category, accounting for 30% of total requests, followed closely by Noise/Light/Vibration at 26%.



### 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.

### 3. 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, work continues to allow trialling of remote inspections for some low-risk building work. Although the start was planned for the second week of December, staff availability issues delayed it until February. The trial has now begun and is generally proving to be successful so far. It is being expanded to include a wider range of inspection and associated risk types.

#### 4.3 Performance Measures and Compliance

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

<b>Performance Measure</b>	<b>2023 – 24 target</b>	<b>Compliance</b>
Percentage of building consents applications processed within statutory timeframes.	96%	93%
Percentage of inspections completed within two days.	≥95%	95%

100% of the consents issued in January were within the 20 working day requirement, a positive continuation from the 99% achieved in December.

#### 4.4 Current Challenges/Issues

Nothing to report.

#### 4.5 Overview of Operational Activities for January 2025

In January, 56 applications were received, with is consistent with the totals for the same month over the past three years (see graphs below). This does not provide a clear indication of the expected volumes in the coming months.

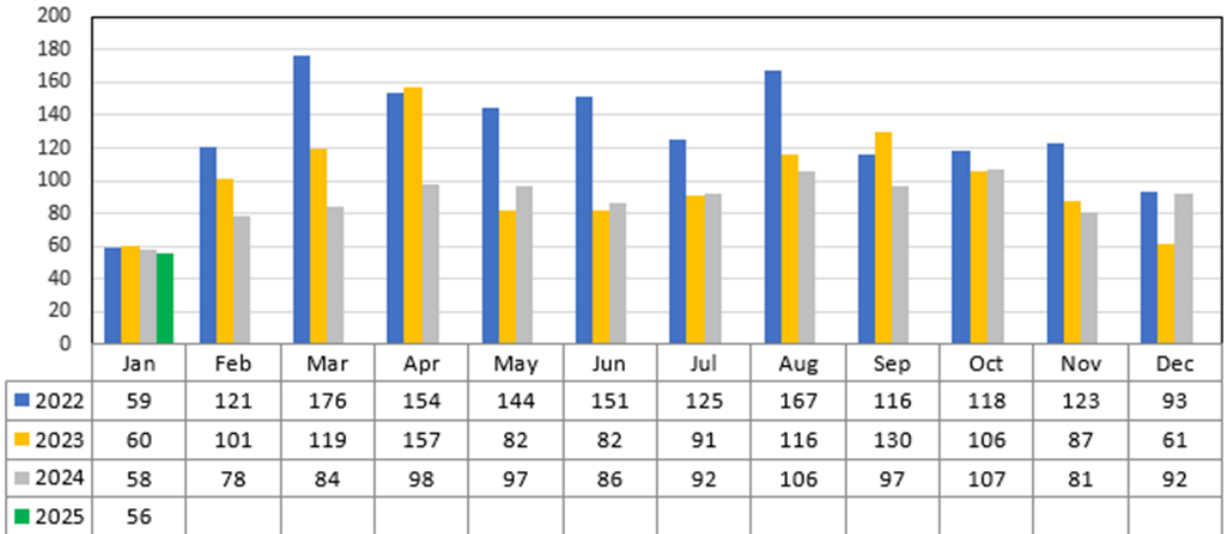
70 consents were granted, with an average processing time of 9 working days per consent and a total customer time of 30 days.

339 inspections were conducted in January, this number reflects the reduced number of working days and the shutdown of many construction sites over the Christmas-New Year period.

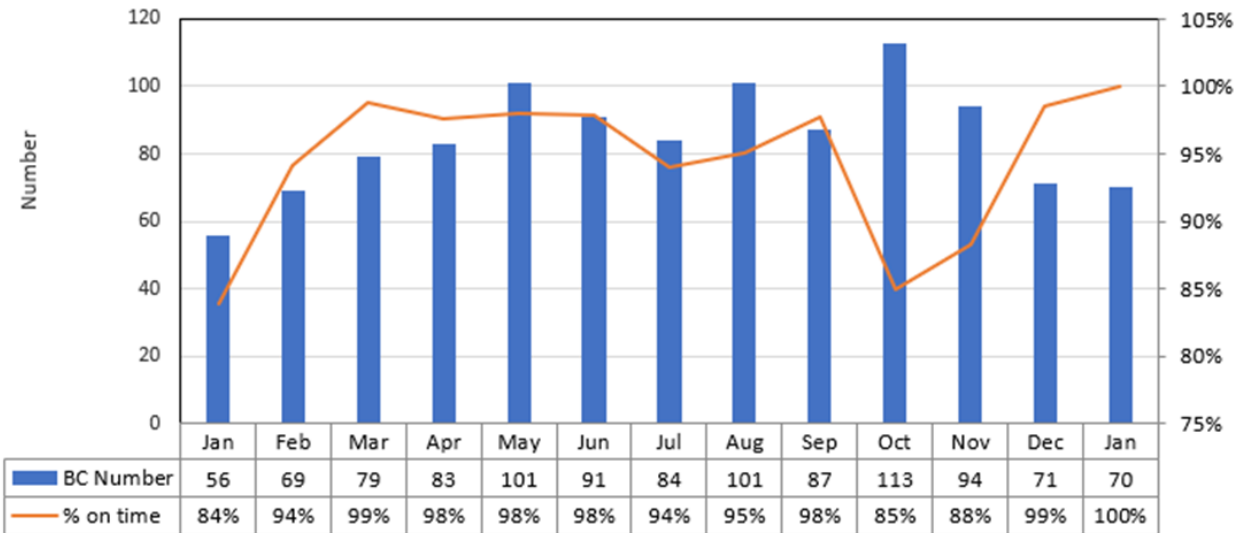
Following a recent restructure, the Property Assessment Team are now part of the Building Department.

212 LIM applications were received, with 149 issued in an average of 2 days. 10 PIMs were issued, at an average of 9 days. 12 PCS (Potentially Contaminated Site) report requests were received, with 6 issued in an average of 7 working days.

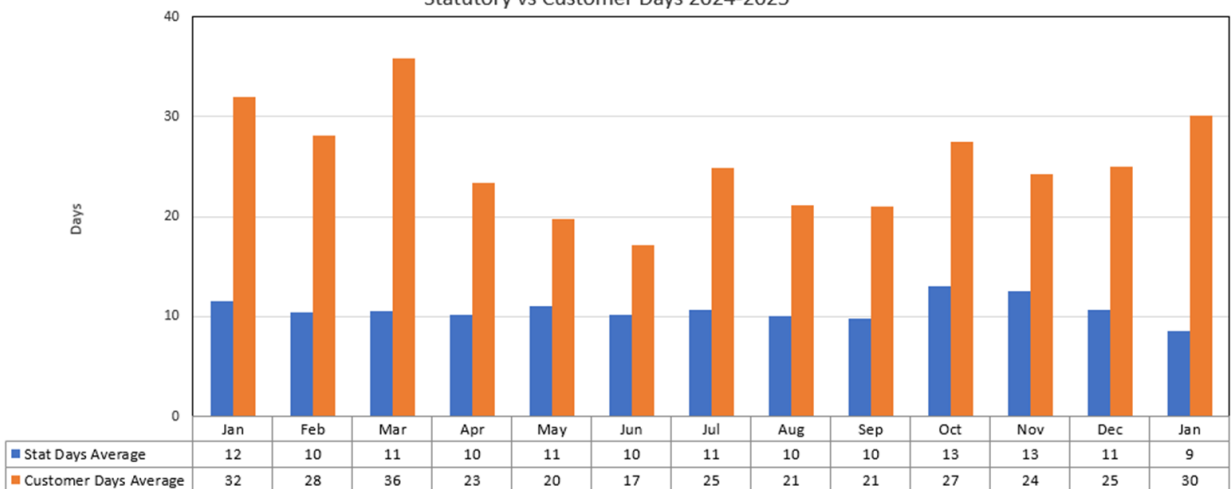
### Current 4 year view of Applications Received



### Number of Consents Issued and 20 day time frame performance 2024 - 2025



### Statutory vs Customer Days 2024-2025



#### **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 February.

#### **4.6 Legislation Changes or Updates**

The government continues to progress its goal of reforming the Building regulatory system. It is expected that changes to the Building Act and the new National Environmental standards for granny flats will come into effect in mid-2025. Whilst submissions to the proposed changes to the inspection processes have closed no results of that consultation have yet been released. MBIE staff are actively working on details of the likely requirement to undertake inspections remotely. Work is also continuing on the reform to BCAs which seem likely to result in amalgamations.

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

At the moment it is a matter of wait and see to a certain extent as there are no current consultations open, although submissions will be sought over BCA reform proposal later this year.



## 5. Health & Bylaws

### 5.1 Health and Safety

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

However, in general, our Regulatory Services contractor Armourguard and their teams face potential risks to their health and safety 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 and aiming to achieve their individual performance measures, as highlighted below.

### 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%	January 2025 = 96% 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 January 2025

Business as usual, nothing specific to report.

### 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 a monthly update on the construction of Council's new animal shelter (dog pound).

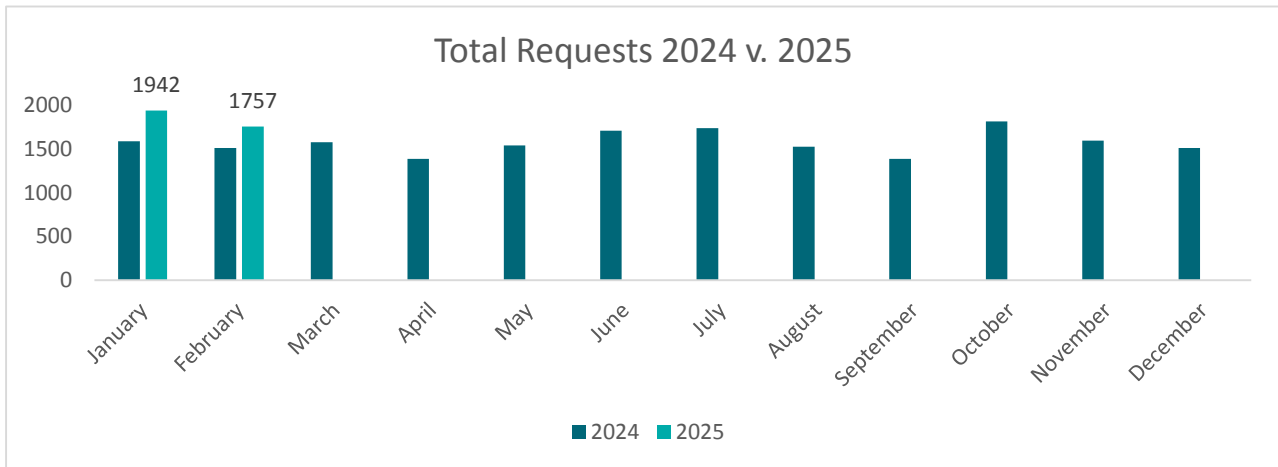
Project	Current Stage	Estimated Construction Start Date	Estimated Completion Date	RAG Status
New Animal shelter construction	Construction	Sep-22	Oct-24	

Minor snag list items are being worked through, and construction is practically complete.

Building fit is complete and the Armourguard Animal Management team moved in on 11 November 2024 and have been settling in well. The construction contract remains within the approved contract value, and the project is expected to be delivered under the total project budget. Bank drainage installation is still required. This is a key concern going into the wet season and is required prior to the Certificate of Compliance.

## 6. Group Requests

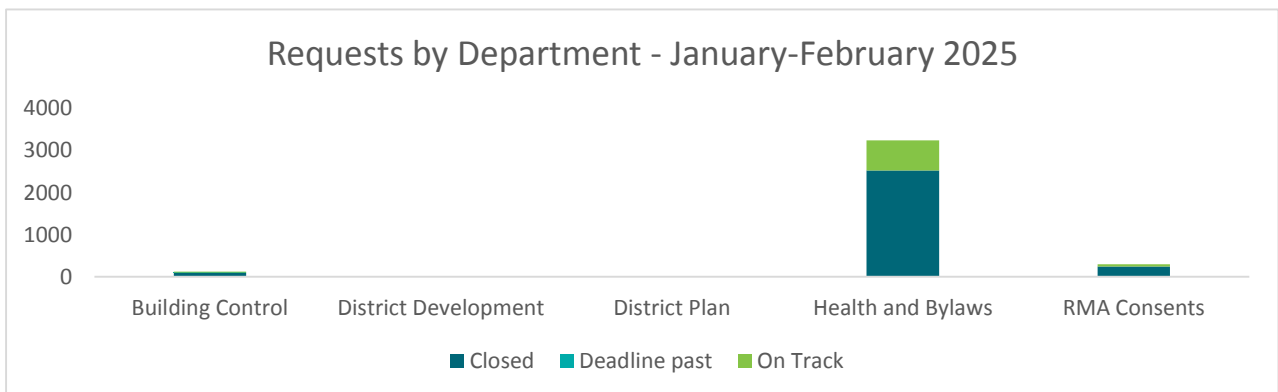
### CRM Request Performance Dashboard – as at 28 February 2025



From a peak of 1,942 requests in January 2025, the total number of requests has decreased by 10% MoM. Despite this downward trend, the current number of requests remains significantly higher than the monthly total from the previous year.



The Planning and Development team has been working hard to finalise and manage outstanding requests. Open Requests have decreased by 12% from 1,463 as at 5<sup>th</sup> February, to 1,286 on 28<sup>th</sup> February. Additionally, significant efforts have led to a 64% reduction in Past Deadline requests, dropping from 138 to 49 over the past month.



Of the requests from January and February, the vast majority (89%) sit with Health and Bylaws. To date, most requests for the year have been finalised before deadline, with only three requests currently past due.



# Operations Report Strategy and Democracy

**March 2025**

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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 ongoing recruitment challenges, which is causing additional pressure on the staff keeping those teams functioning.

### 1.2 Current Priorities

- Recruitment for vacant positions and securing support for gaps until new recruits are in place and fully trained.
- Considering and planning for additional Council meetings, and ensuing staff remain safe when supporting these meetings.
- Adhering to Legislative requirements. This includes meeting the LGOIMA requirements for Council meetings (agenda preparation and public notices) as well as responding to Official Information Act requests.
- Dealing with ad-hoc requests for advice to the Legal team in a timely manner.
- 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%	98.65%

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%

### 1.4 Current challenges/issues

Continuing to process Official Information Act requests within legislative timeframes is a challenge due to the increased number of requests and complexity of those received, alongside high workloads across the organisation with competing priorities. This causes pressure throughout the process and particularly with the Assurance Team to make sure that the response is legislatively correct and meets the requesters expectations.

Recruitment for the vacancy within the Democracy Team is in progress.

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.

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

The Democracy Team supported the following meetings and processed the following licensing applications, during the month of February:

<b>Meeting</b>	<b>Number</b>
Council	1
Extraordinary Council	1
Committee	5
Council Briefing	3
Council Workshop	3
<b>District Licensing Committee activities</b>	
License applications	55

### **Local Government Elections 2025 (LGE2025)**

Planning for the Elections in October is well underway; we are currently in the 'Enrol' phase of the LGE 2025.

This election communication strategy was given a soft launch at the 'Love Local Democracy' event as part of the Love it Here Festival on 14 February. A good number of visitors came into Chambers and talked about the processes within Council, it was a successful event.

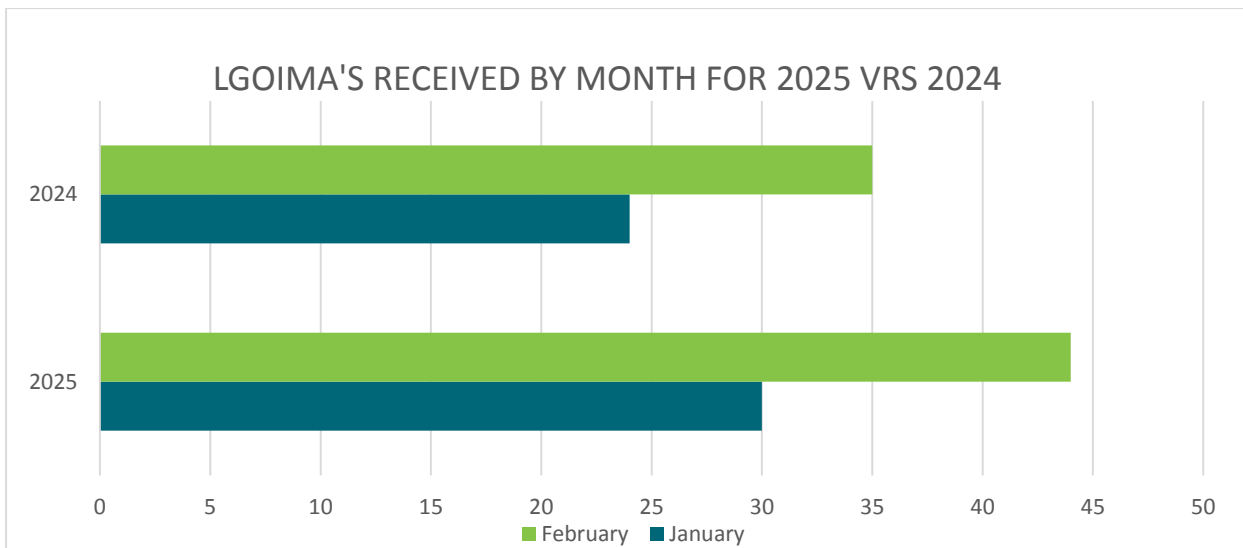
As well as the Love Local democracy event, Council's Electoral Officer, Dale Ofsoske presented to Elected Members at a briefing on 25 February. Council's Electoral Staff are working closely alongside the Electoral Commission during the 'Enrol' phase of the LGE2025, this is to strengthen the narrative to all residents and rate payers that the first part of the election process is to ensure that people are enrolled to vote.

### **Official Information Act Requests (OIA)**

Council has received 30 requests in January and 44 requests in February this year. Numbers of open OIA's are currently sitting at 15 more requests for 2025 than the same time last year.

Due to the high number of complex requests and the volumes that have been received, staff have missed one legislative deadline for a January requested due in February. The KPI is currently sitting at 98.65% for the Financial Year.





### **Council controlled organisations**

Council controlled organisations (CCOs) deliver their 2024-25 Half-yearly Reports to Council on 28 February 2025, and their Draft Statements of Intent to Council on 1 March 2025. The relevant operational staff within departments that work with these CCOs then ensure the reports are put to the appropriate Committee meeting.

The organisational structure change proposed a new role of Principal Adviser – CCOs. This role remains vacant.

### **Risk management**

Throughout February staff develop reports for the Risk and Audit Committee. This includes regular risk reporting such as the Strategic Risk Register and the Operational Risk Report.

The 5 March 2025 Risk and Audit Committee agenda will also include an overview of the World Economic Forum's Global Risks Report. This report states that Misinformation and Disinformation as the number one risk within the next two-year outlook, and Extreme Weather Events as the number one risk within the 10-year outlook.

These risks are relevant and applicable within a local context as well as the global context.

The Council's Fraud and Serious Wrongdoing Policy has also been updated and will be put to the Audit Committee for their information. The Policy is an important control for managing fraud risk.

## **Insurance**

Full payment has been received for the material damage and business interruption insurance claim for Cyclone Gabrielle. This claim is therefore now closed.

There are a number of open motor vehicle claims for minor damage to vehicles and the library bus.

### **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 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. 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 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.

The Risk Management Framework is undergoing a significant update. It currently requires review by the Strategic Leadership Team, and following this a workshop can be held with Elected Members.

Outstanding actions for the Privacy Internal Audit Report will be actioned when compatible with other workstreams and priorities.

Staff intend to begin an internal audit on procurement processes shortly.

## 2. Strategy

### 2.1 Health and Safety

The existing team workload is high and will remain high for the remainder of this financial year continuing into the 2025-26 financial year as demonstrated by the draft work programme included in section 2.4. Staff have raised the challenges in managing stress levels with a continually high workload that is regularly pressure -tested when unplanned matters arise.

### 2.2 Performance measures and compliance

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

<b>Performance Measure</b>	<b>2024 – 34 target</b>	<b>Compliance</b>
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: 97% of 29 statutory documents compliant.

### 2.3 Current challenges/issues /risks

#### Resourcing

The department work programme is ambitious. March, April, May, June and September 2025 remain the most congested for the department. The work programme has been adjusted to remove participation in legislative review processes (e.g. submission preparation) until there is more capacity. With the other Northland Councils in similar positions, there is a risk that Whangarei and Northland perspectives may not be as strongly represented and subsequently considered by central government in their programme of legislative amendments.

## 2.4 Draft Strategic Planning Department work programme

Workstream, Programme & Projects	Dept Lead	Statutory
<b>Bylaws &amp; statutory policies</b>	<b>12 projects</b>	
<i>Solid Waste Management Bylaw</i>	external contract	y
Parking and Traffic Bylaw (Kamo Rd T2 lane)	WM	y
Alcohol Control Bylaw	WM	y
Public Places Bylaw	WM	y
Control of Advertising Signs Bylaw	WM	y
Class 4 Gambling Policy	WM	y
Board Venue Policy	WM	y
Food Businesses Grading Bylaw	WM	y
Control of Vehicles on Beaches Bylaw	WM	y
Stormwater Management Bylaw	WM	y
Wastewater Bylaw	WM	y
Camping in Public Places Bylaw	WM	y
<b>Spatial Planning</b>	<b>7 projects</b>	
Future Development Strategy	HS	y
FDS Implementation Plan	HS	y
Regional Deals (unplanned)	DM	n
Housing and Business Model (improvements and review, incl. Alignment with LTP)	HS	
FDS Review (& inform/align with LTP 27/37)	HS	y
Knowledge Precinct Plan	LE	n
Northern Growth Area Structure Plan (unplanned)		n
<b>Placemaking Programme</b>	<b>3 projects</b>	
Raumanga Placemaking Plan	CGP	n
Monitoring & Reviews of existing placemaking plans	CGP	n
Ruakākā Placemaking Plan	CGP	n
<b>Climate Adaptation</b>	<b>9 projects</b>	
<b>Climate Adaptation Programme</b>		
Whangaruru/Oakura - Community Adaptation Project -Pilot	RN	n
Whangarei Urban Flood Strategy	RN	n
<b>Tangata Whenua-led Climate Planning Fund (BoF)</b>		
BoF - Project 1	RN	n
BoF - Project 2	RN	n
BoF - Project 3	RN	n
BoF - Project 4	RN	n
BoF - Project 5	RN	n
BoF - Project 6	RN	n
BoF - Project 7	RN	n

Te Tai Tokerau Adaptation Strategy Implementation	RN	n
Te Ao Māori Decision Making Framework	BA	n
Quarterly Briefing to Council	RN	
<b>Corporate Planning</b>	<b>8 projects</b>	
Annual Plan 2025-26	GF	y
CPM 2024-25 (incl. Residents' Survey)	GF	y
Annual Report 2024-25	GF	y
Annual Plan 2026-27	GF	y
CPM 2025-26 (incl. Residents' Survey)	GF	y
Annual Report 2025-26	GF	y
Long Term Plan 2027-37	GF	y
Projects Book LTP 2024-34	NE	n
<b>Housing Strategy Programme</b>		
Pensioner Housing	HS	n
Papakainga regulatory applications (BoF)	BA	n
Housing Strategy Review & Implementation	HS	n
<b>Other</b>	<b>13 projects</b>	
Regional Accessibility Strategy Implementation	All	n
Welcoming Communities Strategic Action Plan	HS	n
Regional Infrastructure Plan (unplanned)		n
Infrastructure Modelling		
Coastal Management Strategy Review		
Reserve Management Plan Review		
RLTP & RPTP Review		
Upper North Island Strategic Alliance (UNISA)	BA	
Site-specific urban design assessments	LE / DM	
Strategic Oversight on Resource Consents & Development Proposals	LE / DM	

## 2.5 Overview of Operational Activities for February 2025 & Next steps

Project	What we did in February	Next steps
<b>Corporate Planning</b>		
<i>2025-26 Annual Plan (AP26)</i>	Briefing held 18 February with direction received for draft consultation document (CD). Preparation for Briefing on 13 March to present the draft CD, the proposed engagement plan, supporting documents and Fees and Charges (F&C). Early preparation for the Meeting on 27 March to adopt the CD, supporting docs, engagement plan and Fees & Charges.	Workshop on 12 March. Finalise agenda reports and presentations for 13 March. Incorporate direction into finalised CD for 27 March Council Meeting. Planning for engagement.
<i>2024-25 Annual Report (AR25)</i>	Final Audit report received for AR24. Recommendations on auditing of performance measures reviewed and passed on to staff.	Review and update project plan for AR25.
<i>2024-25 Resident's Survey</i>	First wave of sampling completed with interim dashboard received and circulated.	Awaiting second wave of sampling, scheduled for June 2025.
<i>2024-25 Corporate Performance Management System (CPM)</i>	Live LTP rollover commenced and completed by TechOne. Initial progress packs (June 2024 and August 2024) circulated to staff and access issues resolved for new users.	Continue circulation of progress packs to record 2024-25 results.
<b>Spatial Planning</b>		
<i>City Centre Programme: Knowledge Precinct Plan</i>	The team are preparing documentation for engagement, including with advisory groups in March. Work completed by Matakohē and The Urban Advisory was presented to the PSB Chair and Deputy Chair and feedback was obtained from them.  Update presentation to Te Kārearea Strategic Partnership Committee on the Precinct Plan and the wider programme. Staff were given direction to continue to involve Te Kārearea as the project develops and to strengthen the narrative of the uri / descendants of the area.	Present work completed to date to whole PSB  Staff will provide Briefings ahead of seeking decisions of Council on key project matters.  PSB actions not listed.
<i>Placemaking Programme</i>	Staff presented the Summary of Feedback Report at the Council Meeting of 27 Feb and Te Kārearea Strategic Partnership Committee on 4 March. The report is now available to the public in the Council website.  The first round of engagement was extended from 20 December 2024 to 20 January 2025. This allowed staff to participate in a community event and gather further feedback from the community.	Addressing feedback received from Elected Members and Te Kārearea members, staff will reach out to the local Kohanga Reo and Medical Centre, and tangata whenua and youth.

	The second round of engagement, initially scheduled for March 2025 will be rescheduled taking into consideration the extension of the first round of community engagement and the timing formal Annual Plan consultation (April 2025).	
<i>Future Development Strategy (FDS)</i>	<p>WDC and NRC are now in the process of making final amendments to the FDS and its supporting documents. This is guided by the feedback received through submissions and the direction from the FDS Working Group. For reference, the links to the documentation on Councils webpage are included below:</p> <ul style="list-style-type: none"> <li>• <a href="#">Summary of submissions report</a></li> <li>• <a href="#">Issues and Options reports</a> – account of decisions made by the FDS Working Group.</li> </ul> <p><b>Implementation Plan</b></p> <p>Staff are connecting with other territorial authorities across the country to seek advice and learnings on operationalising the FDS. This includes providing advice on the development of the FDS Implementation Plan.</p>	<p>Final amendments to the FDS and supporting documents.</p> <p>Council Briefing planned for 26 March, supported by informal catch ups with Elected Members.</p> <p>Final decision of Council expected to be set for 24 April.</p>
<i>Northern Growth Area – Springs Flat</i>	Currently this project is not a significant priority in the Strategic Planning's team programme. Work is underway to align this project with our internal Investment Management Framework processes.	No change
<b>Statutory Policies &amp; Bylaws</b>		
<i>Alcohol Control Bylaw</i>	Responded to LGOIMA request for information on evidence Council used to introduce 24/7 alcohol ban at Langs Beach. Sent communications to coastal residents and ratepayers' groups and Police seeking further information on alcohol-related behaviours in coastal areas	Collate feedback from R&Rs and Police and prepare report for Council briefing in April 2025 (including discussion on bylaw-making processes and enforcement issues in coastal areas)
<i>Parking and Traffic Bylaw</i>	Worked with Transport to formalise the Kamo Road priority lane at an upcoming Council meeting	N/A
<i>Public Places Bylaw</i>	Research and meetings with key internal and external stakeholders to inform findings report	Council Briefing on 25 March 2025 to introduce bylaw, discuss findings and present options
<i>Control of Advertising Signs Bylaw</i>	Research and meetings with key internal and external stakeholders to inform findings report	Council Briefing on 25 March 2025 to introduce bylaw, discuss findings and present options
<i>Class 4 Gambling Policy</i>	N/A	Research to inform report for Council briefing in April 2025

<i>Board Venue Policy</i>	N/A	Research to inform report for Council briefing in April 2025
<i>Camping in Public Places Bylaw</i>	Edited by-law to align with amendments to the Freedom Camping Act 2011 (FCA) and prepared non-consequential amendment to the schedules for Ruakākā Riverside Reserve	Council decision report to align bylaw with amendments to FCA and shift designated camping site at Ruakākā Riverside Reserve
<b>Climate Change</b>		
<b>WDC lead</b>		
<i>Climate Adaptation Programme – Whangaruru/ Ōākura catchment</i>	<p><b>Climate Change Commission (CCC) visit</b> CCC will be visiting Northland from <b>10–14 March</b>. The CCC seeks to:</p> <p>Understand more about climate adaptation risks, impacts and progress in a Northland context.</p> <p>Amplify the voices that are not often heard and use it as an opportunity to educate people to the climate related risks isolated communities are facing in their national adaptation work.</p> <p>At the time of writing, they are planning to visit Whangaruru Oakura, Ngawha, Hokianga and Awanui.</p> <p><b>Coastal Conversations</b> events are addressed further below. A tailored event will be held for the Whangaruru Oakura community recognising the pilot project is underway and preliminary discussions have started.</p>	<p>Review first draft of the <b>Scoping Report</b> for this catchment adaptation planning process. The report is comprised of two components:</p> <p>A) background report incorporating important findings from initial investigations, and; B) recommendations report outlining a ‘strawman’ approach</p>
<i>Tangata whenua-led adaptation - Better Off Funding</i>	Full proposal deadline 7 March 2025.	<p><b>Review panel period:</b> 7 March – 28 April 2025. <b>Successful applicants notified:</b> 5 May 2025. <b>Funding agreements finalised;</b> 23 May 2025. <b>Project implementation:</b> 2 June 2025. <b>Completion:</b> By 30 November 2026.</p>
<b>Regional Collaboration</b>		
<i>Climate Adaptation Te Tai Tokerau (CATT)</i>	<p><b>Waitangi Day 2025</b></p> <p>The Waitangi Day 2025 engagement was a collaborative effort between Whangārei District Council (WDC), Northland Regional Council (NRC), and Far North District Council (FNDC), with FNDC as the main hosts. The event raised public awareness of climate adaptation and mitigation, further socialising the Te Tai Tokerau Climate Adaptation Strategy. Interactive activities, including mapping exercises, games, and take-home resources,</p>	<p>Prepare agenda items for the upcoming Joint Climate Change Adaptation Steering Committee meeting 20 March 2025.</p>



	<p>created a positive experience with Council, inspired climate action, and encouraged community input, with feedback helping to shape climate programmes.</p> <p><b>Coastal Conversations 2025</b></p> <p>WDC, in partnership with NRC &amp; CoastCare, organised the Coastal Conversations 2025 series to engage communities on coastal erosion and coastal hazards. Held as part of Seaweed 2025, these evening events aimed to support engagement and existing discussions within local communities on coastal resilience and adaptation. Times, dates and locations:</p> <ul style="list-style-type: none"> <li>• 3 March: Ruakaka Recreational Centre</li> <li>• 4 March: Waipu Celtic Barn</li> <li>• 5 March: Whangaruru/Oakura Sports Complex (special session)</li> <li>• 6 March: Whananaki Hall</li> <li>• 7 March: Ngunguru Sports &amp; Rec Centre</li> </ul> <p>Invitations were sent to specific community members &amp; local hapū first.</p> <p><b>Climate Action Tai Tokerau Conference 2025 21-22 March 2025</b></p> <p>The focus of this year's conference is climate &amp; economy and in particular kai / food and energy.</p> <p>Staff have supported the planning and delivery of the conference.</p>	
<b>Upper North Island Strategic Alliance</b>		
<i>Officer Working Group</i>	Attendance in working group to ensure Whangarei and Northland perspectives are included in strategic planning and advocacy for the upper North Island.	

### 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.

### 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 mana whenua, hapū and iwi.

To support engagement practices, the internal Māori Engagement Hub is slightly delayed but remains a priority. We are currently completing an internal review before a soft launch to socialise the hub. Once finalised, it will be published on Kete as a key resource to guide staff in effective engagement with mana whenua, hapū, and iwi.

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%	2025 has picked back up across various operational activities, consenting works and Treaty of Waitangi Health-Check with hapū.
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%	Engagement with Te Huinga in 2024 was limited to national and regional priorities i.e., Aotearoa Reorua, Welcoming Communities, Better Off Fund. Māori Outcomes is looking to return to having a regular presence in Te Huinga monthly meetings.
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%	Scope and intent of survey yet to be finalised.
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 Governance, Operations and Hapū has been completed.

#### 3.4 Current challenges/issues

Māori Outcomes continue to provide internal support for engagement and culture across all manner of activity. In 2025, to continue to build operational capacity, Māori Outcomes will consider how it can begin to release parts of work it supports to respective parts of the organisation.

### 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 February

#### Whangareī District Council:

- Treaty of Waitangi Health Check | Ngā Hapū o Whangārei

#### Cultural Capability support for:

- Māori Services/Engagement Hub
- Waiata sessions | Fortnightly in Manaia room
- Support provided with facilitation of Mana whenua Advisory Airport group

#### Māori Engagement support for:

##### *Hapū/Iwi Engagement*

- Reserve Management Plans
- Papakāinga Fund
- Welcoming Communities
- Oakura / Hikurangi WWTP

##### *Hapū Engagement*

- Resource Management Consents
- Raumanga Placemaking Plan | Whenua Māori landowners

- Whangaruru-Tūparehuia | Te Paihere o Kaharau
- Springs Flat Roundabout Project

### Internal Meetings

- Papakāinga Fund | Internal Panel
- Mapping of Marae and areas of interest for Future Development Strategy
- Tangata Whenua Policy draft
- Welcoming Communities
- Ngunguru Seawall
- Thrive Consultants | RMP
- District Planning Team | Papakāinga, Matters of Importance to Hapū
- Climate change steering committee

### Council; Te Kārearea | Standing Committee

- Te Kārearea Strategic Partnership Standing Committee
- Working Group - Review of Terms of Reference 2023-2025

#### 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.

As part of this, the **Kia Mātau, Kia Mōhio** Māori Cultural Capability Framework is being developed to strengthen the organisation's understanding of Te Ao Māori, tikanga, and Te Tiriti o Waitangi. This framework will provide structured pathways for both individual and organisational cultural capability growth.

Our waiata sessions, facilitated by Māori Outcomes, continue fortnightly, strengthening pronunciation, coordination, and confidence in te reo Māori while fostering collaboration and cultural competency. This month, we incorporated Te Matatini discussions, enriching engagement and understanding.

**RESOLUTION TO EXCLUDE THE PUBLIC****Move/Second**

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 Confidential Minutes Strategy, Planning and Development Committee meeting 20 February 2025	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	For the reasons as stated in the open minutes.	

**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 \_\_\_\_\_.