

Whangarei District Council Meeting

Agenda

Date: Thursday, 31 May, 2018

Time: 10:30 am

Location: Council Chamber
Forum North, Rust Avenue
Whangarei

Elected Members: Her Worship the Mayor Sheryl Mai
(Chairperson)
Cr Stu Bell
Cr Gavin Benney
Cr Crichton Christie
Cr Vince Cocurullo
Cr Tricia Cutforth
Cr Shelley Deeming
Cr Sue Glen
Cr Phil Halse
Cr Cherry Hermon
Cr Greg Innes
Cr Greg Martin
Cr Sharon Morgan
Cr Anna Murphy

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

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8.1 Closed Minutes Whangarei District Council 26 April 2018

8.2 Parking Charges - Whangarei District Airport

8.3 Whangarei Aquatic Centre Management

8.4 Trustee Appointment - Whangarei Art Museum Trust

9. Closure of Meeting

4 Public Forum

Meeting: Whangarei District Council
Date of meeting: 31 May 2018
Reporting officer: C Brindle (Senior Democracy Adviser)

1 Purpose

To afford members of the Community an opportunity to speak to Council and to report on matters raised at previous public forums when appropriate.

2 Summary

Public Forum

Standing Orders allow for a period of up to 30 minutes to be set aside for a public forum at the commencement of each monthly council meeting.

The time allowed for each speaker is 5 minutes.

Members of the public who wish to participate should send a written application setting out the subject matter and the names of the speakers to the Chief Executive at least 2 working days before the day of the meeting.

Speaker:

At the time of the agenda closure one application to speak at public forum had been received.

Speaker	Subject
Brian May	Various subjects

Report on previous Public Forum

Where practicable actions taken on matters raised by previous speakers are reported back to public forum.

Speaker	Subject
Tony Gill	Whangarei Dog Park

Report

Council has spent considerable funding on the Dog Park despite there no dedicated budget. Over the last year the following work has been completed:

- Drainage improvements
- Improvements to the existing shelter
- New concrete pad for second shelter
- Resolving gate closing issues
- Access road entrance improvements

There is also funding of \$300,000 for continuing the drainage works in Year 1 of the draft 2018-2028 Long Term Plan.

In terms of safety our Community Safety Officer is aware of one incident reported to the Police at the Dog Park last November. At this point in time it is considered that CCTV is not a priority .

There is no specific money allocated for Cameras/CCTV at the Dog Park. However there is a general Cameras/CCTV budget allocated each year. This year's budget has been allocated. Each year the Community Development team will allocate the budget based on priorities and feasibility which considers whether there is power to the site and the ability to link the camera back to a monitoring centre.

In terms of lighting this would be a change in level of service. Council would need to consider if it was appropriate to use the Dog Park after dark and what hours of use would be appropriate.

Council officers are satisfied with the workmanship delivered by Contractors.

Item 5.1**Whangarei District Council Meeting Minutes**

Date: Thursday, 26 April, 2018
Time: 10:30 a.m.
Location: Council Chamber
Forum North, Rust Avenue
Whangarei

In Attendance

Her Worship the Mayor Sheryl Mai
(Chairperson)
Cr Stu Bell
Cr Gavin Benney
Cr Crichton Christie
Cr Vince Cocurullo
Cr Tricia Cutforth
Cr Shelley Deeming
Cr Sue Glen
Cr Phil Halse
Cr Cherry Hermon
Cr Greg Innes
Cr Greg Martin
Cr Sharon Morgan
Cr Anna Murphy

Not in Attendance

Scribe C Brindle (Senior Democracy Adviser)

1. Karakia/Prayer

Cr Sue Glen opened the meeting with a karakia/prayer.

2. Declarations of Interest

Item 6.1 - Recommendations from the Community Funding Committee
Item 1.4 Bream Bay Landowners Agreement

3. Apology

Moved By Cr Tricia Cutforth

Seconded By Cr Sue Glen

Cr Anna Murphy (absent)

That the apology be sustained.

Carried

4. Public Forum

Tony Gill - Whangarei Dog Park

5. Confirmation of Minutes of Previous Meeting of the Whangarei District Council

5.1 Open Minutes Whangarei District Council Meeting 29 March 2018

Moved By Cr Tricia Cutforth

Seconded By Cr Greg Martin

That the minutes of the Whangarei District Council meeting held on Thursday 29 March 2018, including the confidential section, having been circulated, be taken as read and now confirmed and adopted as a true and correct record of proceedings of that meeting.

Carried

6. Decision Reports

6.1 Recommendations from the Community Funding Committee

Moved By Cr Sharon Morgan

Seconded By Cr Shelley Deeming

That having considered the recommendations of the Community Funding Committee 11 April 2018; Council

- 1 Approves the allocation of the Annual Operating Fund for 2018-2019 as follows:
 - a. Whangarei Youth Space Trust \$15,000
 - b. Shiloah Christian Ministries Inc. \$10,000
 - c. Tai Tokerau Emergency Housing Trust \$8,000
 - d. SeniorNet Bream Bay \$1,215
 - e. Volunteering Northland \$17,500
 - f. Anawhata Museum Trust \$7,080
 - g. Hikurangi Historical Museum Trust \$6,000

- h. Jack Morgan Museum Inc. \$5,060
- i. Northland Society of Arts \$20,000
- j. Te Kowhai Print Trust \$7,080
- k. Whangarei District Brass Inc. \$1015
- l. Sistema Whangarei \$17,695
- m. Northland Youth Theatre Trust \$13,505
- n. Waipu Centennial Trust Board \$75,000
- o. Citizens Advice Bureau Whangarei \$55,000
- p. Northland Craft Trust \$50,045
- q. Whangarei Quarry Gardens Trust \$38,205
- r. Mangakahia Sports Ground Society Inc. \$27,955
- s. Ruakaka Recreation Centre Inc. \$34,860
- t. Creative Northland \$133,000
- u. Whangarei Art Museum Trust \$390,000
- v. Whangarei Museum and Heritage Trust \$424,450.

Carried

Cr Bell gave notice that if the motion were lost he would move the original recommendation.

*Crs Bell, Cutforth and Hermon requested their votes against be recorded.
Cr Cocurullo abstained from voting on this item.*

Declarations of interest:

Her Worship the Mayor – Northland Craft Trust

Cr Sharon Morgan – Jack Morgan Museum Inc

Cr Hermon – Northland Craft Trust

6.2 Recommendation for increase in contract value of contract CON12003

Moved By Cr Greg Martin

Seconded By Cr Stu Bell

That the Council

1. Approves the contract value for Central Maintenance Area (Contract 12003) to be increased by the sum of \$900,000 and the total contract value increased to \$16,331,277.03, exclusive of GST.

Carried

6.3 Rescindment of Resolution to Sell the Barge Showgrounds to the A and P Society

Moved By Cr Crichton Christie

Seconded By Cr Shelley Deeming

That the Council rescinds the following resolution, of 25 November 2015:

“To proceed with the sale and purchase agreement to enable the sale of Lot 1 DP 134938 to the A&P Society, for the purchase price of \$1, in accordance with Whangarei District Council’s 1987 legal deed with the Society (DD2963) and 2002 deed of lease (DD5851).”

Carried

7. Information Reports

7.1 Benchmarking - Australasian Local Government Performance Excellence Program

Moved By Cr Stu Bell

Seconded By Cr Tricia Cutforth

That Whangarei District Council notes the Australasian Local Government Performance Excellence Program benchmarking report.

Carried

8. Public Excluded Business

Moved By Cr Greg Innes

Seconded By Cr Cherry Hermon

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
8.1	Closed Minutes Council 29 March 2018	Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
8.2	Closed Minutes Extra ordinary Council 12 April 2018		
8.3	Bad Debts to Write Off		
8.4	Bream Bay Landowners Agreement		
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	
8.1	For reasons stated in the open minutes		
8.2	For reasons stated in the open minutes		
8.3	To protect the privacy of natural persons including that of a deceased person.	Section 7(2)(a)	
8.4	To maintain legal professional privilege To enable the council to carry on without prejudice or disadvantage negotiations	Section 7(2)(c)(i) Section 7(2)(g)	

Carried

Cr Glen left the meeting at 11.30am.

9. Closure of Meeting

The meeting concluded at 12.11pm

Confirmed this 31st day of May 2018

Her Worship the Mayor Sheryl Mai (Chairperson)

Item 5.2**Whangarei District Council Meeting Minutes**

Date: Friday, 20 April, 2018
Time: 9:00 a.m.
Location: Council Chamber
Forum North, Rust Avenue
Whangarei

In Attendance Her Worship the Mayor Sheryl Mai
(Chairperson)
Cr Stu Bell
Cr Gavin Benney
Cr Crichton Christie
Cr Vince Cocurullo
Cr Tricia Cutforth
Cr Shelley Deeming
Cr Sue Glen
Cr Phil Halse
Cr Cherry Hermon
Cr Greg Innes
Cr Greg Martin
Cr Sharon Morgan
Cr Anna Murphy

Scribe C Brindle (Senior Democracy Adviser)

1. **Karakia/Prayer**
2. **Declarations of Interest**
3. **Apology**

Cr Cocurullo (leave of absence) – late arrival

Moved By Cr Phil Halse
Seconded By Cr Greg Innes

That the apology be sustained.

Carried

4. Decision Reports

4.1 Long Term Plan 2018-2028 Submission Hearing

Moved By Cr Greg Martin

Seconded By Cr Greg Innes

That Council:

1. Accept and consider any submissions identified as being received after the close of the submission period (prior to the closure of this meeting); and
2. Receive, and where appropriate, hear the submissions relating to the Consultation Document for the 2018-2028 Long Term Plan and additional Statements of Proposal.

Carried

Procedural matter

Moved By Cr Sue Glen

Seconded By Cr Tricia Cutforth

That in accordance with Standing Order 4.2, the meeting continue beyond six hours.

Carried

Tabled:

Late submissions from: N Birch, D Ewen, D Gregson, J Heise, Ngunguru Sports Complex and Udy Investments Ltd

Replacement pages 226 -230 – Submissions Volume 6.

Submitters addressed the council with regard to their written submissions and answered questions from Councillors.

The submitters who were heard are listed:

Warren Thomas and Pete Romer – About Time Rolling Ball Sculpture project

Val and Trevor Webster – Albany Road

Philip Rice – Rates

Robert Coates – Onerahi Village Planning – Village Planning

Lesley Armstrong Jennings and Gloria Brunei – Tutukaka Coast Residents and Ratepayers Assoc - Infrastructure

Cathie Draper – Individual – Road signage and other transportation matters

Brent Eastwood – Sport Northland - Sport and Recreation and Sports New Zealand

Vanessa Hall – Individual - Roothing

John Foreman – Attwood Road, Ruatangata West Owners & individual – Attwood Road and Roothing issues

Kenneth Adams – individual - various

Elfreda Berryman – individual - Roothing

Jo Floyd – Brooks Area Community Group - Roothing and Rates

Jo Floyd – Individual – Rates

Mark Simpson – Bream Bay Land Owners Association – Development Contributions

Richard Gardner and Colin Hannah – Federated Farmers

Carina Dickson -Habitat for Humanity

Carina Dickson – Individual – Playground Maungakaramaea

Jan Francis – various – Waipu cycleway, Council Brand

Paul Knight (Kensington Motel) and David Chamberlain (Bordeaux Hotel) - Rates

Dianne Hughes (Storm and Joseph (pupils) – Whangaruru School Board of Trustees – Road (flooding)

Marilyn Cox – Roothing and District Plan – Waipu Cycleway, Subdivision - reserves

Gerard Skerten – Caddesi Holding – Rates

James Griffin – Individual – Growth Parua Bay

Steve Goldthorpe – Waipu Residents and Ratepayers - various

Steve Goldthorpe – Individual – Rising Sea Level

Glen Mortimer – Parua Bay Community Focus Group – various.

A tea break was taken from 10.00am to 10.15, after the submission by Mr Foreman.

Cr Cocurullo joined the meeting at 10.35am during Jo Floyd's submission.

A lunch break was taken from 11.44am to 12.45pm following the submission by Glen Mortimer.

Jan Boyes – Whangarei Heads Citizens Association – Roothing

Mike Davies – Bream Bay Football Club - Sports and Recreation

Jack Baokes – Bream Bay Football Club – Sports and Recreation

Jessica Andrews – Bream Bay Football Club – Sports and Recreation

Terry and Beth Heappey – Individual – Roothing

Deb Clascow – Whangaruru South Residents and Ratepayers – various

Deb Glasgow – Individual – Key issues

Nena Rogers – Individual – various

Nelson Lattimer – Individual – various

Margaret Hicks – Individual – various

John McGregor – Tiki pride – Whangarei Falls amenity

Stuart and Kate Neal – One Tree Point Motel – Rates

Ben Lee and Owen Liiv – Northland Football Club – Sport and Recreation

Matt Keene – Company of Giants – Building access

Peter Peeters – Individual – Rates

Julie Riggir and Liz Wright – Individual – Safety and access issues – Russell Road

Kathryn McKenzie and Mike Kake – Pehiawera Marae Management – Footpaths, safety

Vicki MacDonald – Individual – Whangarei Gymnastics

Roger Ogle – Individual – various

Alan Agnew – Regional Elderly & Disability Action Forum Northland Committee – various

Kathryn McGregor – Tiki Pride – Whangarei Falls amenity

Neville Sanders – Individual – key issues

Peter Hill – Rathbone James Ltd Partnership – Rates

Gordon Walker – Waipu Croquet Club

Terry Harris and Dylan Lease – Tutukaka Marina Management Trust – Marina reserve (tabled petition – 386 signatures)

Ross Blomfield, Alan Whatmough and Nick Williamson – Lea Rigg Farms Ltd – Civic Centre

Paul Shepherd Todd Leathem – Maunu School – Stormwater

Kim Anderson – Smeatons Drive Community Committee – Community issues

Ajit Balasingham – Westpoint Holdings – various

Oliver Tattersfield – Whangarei Athletics

Rhonda Padgett – Padgett Trust – Key issues.

A tea break was taken from 2.45pm to 3.15pm following the submission by Peter Hill.

Procedural motion

Moved By Cr Greg Innes

Seconded By Cr Vince Cocurullo

That the meeting be adjourned and reconvened at 9.00am on Monday 23rd April in the Council Chambers.

Carried

The meeting adjourned at 3.52pm to be reconvened 9.00am on Monday 23 April in the Council Chambers.

Reconvened Whangarei District Council Meeting
9.00am on Monday 23 April 2018, Council Chambers, Rust Avenue, Whangarei

Date: Monday 23 April 2018
Time: 9:00 a.m.
Location: Council Chamber
 Forum North, Rust Avenue
 Whangarei

In Attendance Her Worship the Mayor Sheryl Mai
 (Chairperson)
 Cr Stu Bell
 Cr Gavin Benney
 Cr Crichton Christie
 Cr Vince Cocurullo
 Cr Tricia Cutforth
 Cr Shelley Deeming
 Cr Phil Halse
 Cr Cherry Hermon
 Cr Greg Innes
 Cr Greg Martin
 Cr Sharon Morgan
 Cr Anna Murphy

Not In Attendance Cr Sue Glen

Scribe C Brindle (Senior Democracy Adviser)

1. **Karakia/Prayer**
2. **Declarations of Interest**
3. **Apologies**

Cr Glen (absent)
 Cr Morgan (late arrival)

Moved By Cr Greg Innes
Seconded By Cr Greg Martin

That the apologies be sustained.

Carried

Tabled:

Late submissions from: T Butcher and N Davies.

Submitters continued to address council with regard to their written submissions and answer questions from Councillors.

The submitters who were heard are listed:

Warren Daniel – Ruakaka Ratepayers and Residents Assoc – Growth

Angela Stolwerk – Waipu Cycle and Walkway Trust – Cycleways

Raewyn Tipene – He Puna Marama Trust – CBD Development

Kris McDonald – Amokura Iwi Consortium – Economic Development

Karlene Joyce Livingstone – Otangarei Neighbourhood Safety Panel – Infrastructure, Parks, various

Richie Guy – Waipu Caledonian Trust – Fees and Charges

Grant McLeod – Hockey Northland

Jonny Wilkinson – Disability Advisory Group – Advocacy for DAG (Tabled Disability Strategy)

Roy Budgen – Shackleton Sea Scouts

Terry Archer – Tadless Ltd and Tadmores 2000 – Rates

Linda Ace, Allie Fry and John Williamson – Whangarei Museum and Heritage Trust

Lynda Franks – Individual – Rearing

Jeremy Busck – RJB Holdings – Key issues

Judi Gilbert and Craig Brown – Ngunguru Sandspit Protection Society Inc – Environment

Tony Collins – Chamber of Commerce – various

Christine Thirling and Paul McDonald – Ruakaka Recreation Centre (Tabled – Feasibility Study)

Sam Moscrip and Evan Smeath – Jack Morgan Museum – Museum

Chris Taplin – Social issues

Chris Leitch – Individual – Financial Management

Martin Robinson – GE Free Tai Tokerau – GE Free

Brian Caulton and Brian MacLachlan - Whangarei Harbour Marina Management Trust – Development Proposal

Cr Morgan joined the meeting at 9.51am during the submission by Jonny Wilkinson.

A tea break was taken from 9.57am to 10.12am following the submission by Jonny Wilkinson.

Cr Benney left the meeting at 11.23am following the submission by Christine Thirling and Paul McDonald.

A lunch break was taken from 11.59 to 12.45pm following the submission by Brian Caulton.

Cr Benney re-joined the meeting following the lunch break.

Tony Solomon – Waipu Residents and Ratepayers Association – Key issues, Rooding

Huria Heperi and Martin Kaipo – Te Hau Awhiowhio o Otangarei Trust – Community Led Projects

Tui Riesterer – Individual – Transport, amenity

Jude Thompson – Whangaruru Residents and Ratepayers Association – Community Centre Rooding

Tony Gill – Individual – Various

Dave Wolland – Transport

Ian Reeves – Individual – Key issues

Delaraine Armstrong – Nga Kaitiaki O Nga Wai Maori – Hikurangi Swamp

Des Quinn – Individual – Key issues and Rates

David Chamberlin – Lodge Bordeaux – Rates

Wally Yovich – Individual – Rating Policies

Dr Damian Wojcik – Physicians and Scientists – GE Free.

Ange Tepania and Adrian Whale – Te Tai Tokerau Emergency Housing Trust – Housing

Tim Howard – Northland Urban Rural Mission – Housing, Poroti Springs, Procurement Policy

Carl Johnson – Carl Johnson Properties – Key issues

Dr Benjamin Pitman and Hinurewa Te Hau – Creative Northland – Arts and Culture.

A tea break was taken from 2.04pm to 3.15pm following the submission by Wally Yovich.

Procedural motion

Moved By . Cr Martin

Seconded By Cr Innes

That the meeting be adjourned and reconvened at 9.00am on Tuesday 24th April in the Council Chambers.

Carried

The meeting adjourned at 3.42pm to be reconvened 9.00am on Tuesday 24 April in the Council Chambers.

Reconvened Whangarei District Council Meeting
9.00am on Tuesday 24 April 2018, Council Chambers, Rust Avenue, Whangarei

Date: Tuesday 24 April 2018
Time: 9:00 a.m.
Location: Council Chamber
 Forum North, Rust Avenue
 Whangarei

In Attendance Her Worship the Mayor Sheryl Mai
 (Chairperson)
 Cr Stu Bell
 Cr Gavin Benney
 Cr Crichton Christie
 Cr Vince Cocurullo
 Cr Tricia Cutforth
 Cr Shelley Deeming
 Cr Sue Glen
 Cr Phil Halse
 Cr Cherry Hermon
 Cr Greg Innes
 Cr Greg Martin
 Cr Sharon Morgan
 Cr Anna Murphy

Scribe C Brindle (Senior Democracy Adviser)

1. **Karakia/Prayer**
2. **Declarations of Interest**
3. **Apologies**

There were no apologies.

Tabled:

Submission from Zelka Grammer – GE Free

Submission from Alistair and Rosemary Burry – Transport Targeted Rate

Response to questions – Kim Anderson, Smeatons Drive Community

Submitters continued to address council with regard to their written submissions and answer questions from Councillors.

Lindsay Caley – Kamo Community Inc – Roding (Tabled petition – 332 signatures)

Kim Odendaal – Hospitality NZ – Rates

John Fulton – Kauri Mountain Point – Rates

Freda Taylor – Botiler Trustee and Omega Trustee

Gary Martin (Fiona Scott) – Whananaki Beach Residents and Ratepayers Association – Roding

Warren Moetara and Anil Shetty – Northland District Health Board – Health

David Brown (Chris Neil) – Individual – Performing Arts

David Wilson and Paul Davis – Northland Inc - Economic Development

Kristi Henare – Regional Elderly and Disability Action Forum Northland – Facilities for disabled.

Judy Plain – Individual – Cats

Councillor David Sinclair, Jonathan Gibbard – Northland Regional Council – various

Geoff Crawford – Rates

Mike Sharrock and Patrick Draper – Ruakaka Beach Front Motel – Rates

John Lindsay – Individual – Rates

Graeme Carter – Individual – Rates

Ashley Couper – Roding

Ross Clark and Jeff Griggs – Transition Towns – Climate Change

Jeff Griggs – Whangarei Men's Shed – Community Projects

Alex Wright – Pipiwai Titoki Advocacy for Community Safety and Health – Roding.

A tea break was taken from 9.52am to 10.15am following the submission by Kristi Henare.

Closure of meeting

The meeting concluded at 11.17am.

Confirmed this 31st day of May 2018

Her Worship the Mayor Sheryl Mai (Chairperson)

Item 5.3**Whangarei District Council Meeting Minutes**

Date: Wednesday, 16 May, 2018
Time: 1:00 p.m.
Location: Committee Room 1
Forum North, Rust Avenue
Whangarei

In Attendance

Her Worship the Mayor Sheryl Mai
(Chairperson)
Cr Stu Bell
Cr Gavin Benney
Cr Crichton Christie
Cr Vince Cocurullo
Cr Tricia Cutforth
Cr Shelley Deeming
Cr Sue Glen
Cr Phil Halse
Cr Cherry Hermon
Cr Greg Innes
Cr Greg Martin
Cr Sharon Morgan
Cr Anna Murphy

Scribe C Brindle (Senior Democracy Adviser)

1. Karakia/Prayer

2. Declarations of Interest

Item 4.3 – 2(a) IX – Northland Rugby Union recommendation

3. Apologies

There were no apologies.

4. Decision Reports

4.1 Fees and Charges 2018- 2019

Moved By Cr Shelley Deeming

Seconded By Cr Greg Innes

That Council

1. Note the information and submission comments;
2. Exempt schools and after-school care in Whangarei District from paying annual fees for registration and verification of Food Control Plans under the Food Act 2014;
3. Incorporate any amendments into the 2018-2019 Fees and Charges schedule and present to the June meeting of Council, for adoption; and
4. Note that individual submitters will be informed of the outcome of their submissions.

Carried

4.2 Long Term Plan 2018 2028 Deliberations - Rates Review

Moved By Cr Shelley Deeming

Seconded By Cr Anna Murphy

That Council notes;

- a. The submissions received and confirms the rates option of modified status quo, ensuring that moteliers remain in the multi-unit category.

Carried

Crs Bell and Hermon requested their votes against be recorded.

4.3 Long Term Plan Deliberations

Recommendation 2(a)

Moved By Cr Stu Bell

Seconded By Her Worship the Mayor

That the Council

- a. Notes the 687 submissions received on the LTP Consultation Document.
- b. Confirms the non-financial responses as recommended in the attached report, including changes in the timing of some projects.
- c. Confirm the Financial Strategy that includes:
 - i. Maintaining a balanced budget each year
 - ii. Setting the debt limit indexed to growth and inflation.
- d. Notes the unallocated budget available and determines option:
 - a) a small rates reduction.

Amendment

Moved By Cr Shelley Deeming

Seconded By Cr Anna Murphy

- a. Notes the 687 submissions received on the LTP Consultation Document.
- b. Confirms the non-financial responses as recommended in the attached report, including changes in the timing of some projects.
- c. Confirm the Financial Strategy that includes:
 - i. Maintaining a balanced budget each year
 - ii. Setting the debt limit indexed to growth and inflation.
- d. Notes the unallocated budget available and determines option:
 - c) increases in some works and services.

On the amendment being put Cr Bell called for a division:

Recorded	For	Against	Abstain
Her Worship the Mayor	X		
Cr Stu Bell		X	
Cr Gavin Benney	X		

Cr Crichton Christie		X
Cr Vince Cocurullo		X
Cr Tricia Cutforth	X	
Cr Shelley Deeming	X	
Cr Sue Glen	X	
Cr Phil Halse	X	
Cr Cherry Hermon	X	
Cr Greg Innes	X	
Cr Greg Martin	X	
Cr Sharon Morgan	X	
Cr Anna Murphy	X	
Results	11	3

**The amendment was Carried
and subsequently carried
as the substantive motion**

Cr Bell requested his vote against the motion be recorded.

Recommendation 2(b)

The motion was taken in parts.

Prior to discussion commencing three further recommendations were accepted from Councillors Christie (VII Okara Marina), Cr Martin (VIII Springs Flat round-a-bout) and Cr Halse (IX NRU building funding)).

Moved By Cr Greg Innes

Seconded By Cr Sue Glen

That the Council

- a) Determine that the available budget is used for more works and services **(option (c))**, and make the following changes to the proposed Long Term Plan in response to submissions:

Seal extensions

- I. Raise the budget for seal extensions to \$1 million each year of the ten years of the Plan, noting it will be allocated through a prioritisation process.

Carried**Road safety budget**

- II. Include an additional \$100,000 per annum in the road safety budget, noting that it will be allocated through a prioritisation process with year 1 allocated to Whangarei Heads Road.

Amendment**Moved By** Cr Stu Bell**Seconded By** Cr Tricia Cutforth

- II. Include an additional \$100,000 in the road safety budget, noting that it will be allocated through a prioritisation process that best attract subsidies from NZTA.

On the amendment being put Cr Innes called for a division:

Recorded	For	Against	Abstain
Her Worship the Mayor	X		
Cr Stu Bell	X		
Cr Gavin Benney	X		
Cr Crichton Christie		X	
Cr Vince Cocurullo	X		
Cr Tricia Cutforth	X		
Cr Shelley Deeming	X		
Cr Sue Glen		X	
Cr Phil Halse		X	
Cr Cherry Hermon	X		
Cr Greg Innes		X	
Cr Greg Martin	X		
Cr Sharon Morgan		X	
Cr Anna Murphy		X	
Results	8	6	

**The amendment was carried
and subsequently carried
as the substantive motion**

Major events

- III. Include \$100,000 in Year 2 and \$200,000 each year for major events beginning in Year 3.

Discussion on recommendation III was deferred until after discussion on recommendation X.

Discussion on recommendation III resumed at the reconvened meeting on 17 May.

With the consensus of the meeting, to achieve a balanced budget, recommendation III was amended to:

- III Include \$100,000 in Year 2 and \$200,000 every second year (years 4, 6, 8 and 10), for major events.

Carried

Cr Bell gave notice that he would move an alternative recommendation if the motion was lost.

Community property maintenance

- IV. Include an additional \$50,000 each year of the ten years for community property maintenance.

Carried

Mowing Grants

- V. Increase the Mowing Grants budget by \$20,000 each of the ten years, noting it will be allocated through a contestable process.

Carried

Facilities partnership

- VI. Increase the facilities partnership budget by \$300,000 in year 1 and by \$400,000 in year 2 and by \$200,000 each year of the Plan from year 2, noting it will be allocated through a contestable process.

Carried

A tea break was taken from 3.23pm to 3.40pm following recommendation VI.

Okara Marina

- VII. That Council support the Whangarei Marina Trust establishing a new Okara Marina, and consider making available a \$5m loan facility; subject to agreement on all terms and conditions, including security and an independent assessment of credit quality.

Carried

Springs Flat round-a-bout

- VIII. Include \$4m (\$380,000 net council funding) in year 2 for Springs Flat round-a-bout, conditional upon receiving a \$1.5m capital contribution from a developer and NZTA 53% subsidy; noting this will not be known until October 2018.

Carried

Northland Rugby Union Building

- IX. Include \$600,000 for the Northland Rugby Union building on Pohe Island.

On the recommendation being put Cr Martin called for a division:

Recorded	For	Against	Abstain
Her Worship the Mayor	X		
Cr Stu Bell		X	
Cr Gavin Benney	X		
Cr Crichton Christie	X		
Cr Vince Cocurullo			X
Cr Tricia Cutforth		X	
Cr Shelley Deeming	X		
Cr Sue Glen	X		
Cr Phil Halse	X		
Cr Cherry Hermon		X	
Cr Greg Innes	X		
Cr Greg Martin	X		
Cr Anna Murphy		X	

Results**8****4****1****Carried***Declarations of interest:**Cr Morgan declared a conflict of interest as president of the Northland Rugby Union and withdrew from the table taking no part in discussion or voting on this recommendation.**Cr Halse declared an interest as patron of the Northland Rugby Union.*Procedural motion**Moved By** Her Worship the Mayor**Seconded By** Cr Sue Glen

That the meeting be adjourned and be reconvened at 11.30am on Thursday 17 May in the Council Chambers.

Carried**The meeting adjourned at 4.42pm to be reconvened at 11.30am on Thursday 17 May in the Council Chambers, Forum North, Rust Avenue, Whangarei.**

Minutes Reconvened Whangarei District Council Meeting

Date: Thursday, 17 May, 2018
Time: 11.30am
Location: Committee Room 1
 Forum North, Rust Avenue
 Whangarei

In Attendance

Her Worship the Mayor Sheryl Mai
 (Chairperson)
 Cr Stu Bell
 Cr Gavin Benney
 Cr Crichton Christie
 Cr Vince Cocurullo
 Cr Tricia Cutforth
 Cr Shelley Deeming
 Cr Sue Glen
 Cr Phil Halse
 Cr Cherry Hermon
 Cr Greg Innes
 Cr Greg Martin
 Cr Sharon Morgan
 Cr Anna Murphy

Scribe C Brindle (Senior Democracy Adviser)

1. Karakia/Prayer

2. Declarations of Interest

Item 4.3 – Northland Rugby Union (Funding)

3. Apologies

There were no apologies.

4.3 Long Term Plan 2018-2028i Deliberations

2(b) Recommendations (continued)

Northland Rugby Union (funding)

That the \$600,000 Northland Rugby Union funding be funded in part as a priority from the facilities partnership fund to the value of \$200,000 in year 2.

On the recommendation being put Cr Martin called for a division:

Recorded	For	Against	Abstain
Her Worship the Mayor	X		
Cr Stu Bell		X	
Cr Gavin Benney	X		
Cr Crichton Christie		X	
Cr Vince Cocurullo		X	
Cr Tricia Cutforth		X	
Cr Shelley Deeming	X		
Cr Sue Glen	X		
Cr Phil Halse	X		
Cr Cherry Hermon		X	
Cr Greg Innes	X		
Cr Greg Martin	X		
Cr Anna Murphy		X	
Results	7	6	

Carried

Declaration of interest:

Cr Morgan declared a conflict of interest as president of the Northland Rugby Union and withdrew from the table taking no part in discussion or voting on this recommendation.

Cr Halse declared an interest as patron of the Northland Rugby Union.

Major events

Recommendation a) III – Major Events was taken next on the agenda – refer to the 16 May section of the minutes.

- (b) That the Chief Executive be delegated to make minor changes should this be necessary to meet the budget parameters as agreed in the financial strategy.

Carried

Recommendation 2(c)**Civic Centre**

Moved By Cr Crichton Christie

Seconded By Cr Greg Martin

That the Council;

- a. Agree that the RSA site is the preferred site for development of a new Civic Centre:
 - i. That Expressions of Interest are called for by the private sector, with a clearly defined specification and budget.
 - ii. That staff investigate options of the re-purposing of Council's current administration facilities at Forum North.

Amendment

Moved By Cr Stu Bell

Seconded By Cr Sharon Morgan

That the Council;

- a) Agree that the central business district is the preferred site for development of a new Civic Centre:
 - I That Expressions of Interest are called for by the private sector, with a clearly defined specification and budget.
 - li That the RSA site is retained as an alternative location for Council's administration functions should a central business district site be unavailable.
 - iii. That staff investigate options of the re-purposing of Council's current administration facilities at Forum North.

Cr Herman gave notice of an alternative amendment should the amendment be lost.

On the amendment being put Cr Deeming called for a division:

Recorded	For	Against	Abstain
Her Worship the Mayor	X		
Cr Stu Bell	X		
Cr Gavin Benney	X		
Cr Crichton Christie		X	
Cr Vince Cocurullo		X	
Cr Tricia Cutforth		X	
Cr Shelley Deeming		X	
Cr Sue Glen		X	
Cr Phil Halse	X		
Cr Cherry Hermon		X	
Cr Greg Innes	X		
Cr Greg Martin		X	
Cr Sharon Morgan	X		
Cr Anna Murphy		X	
Results	6	8	

The amendment was Lost

Further Amendment

Moved By Cr Cherry Hermon

Seconded By Her Worship the Mayor

- i That Council call for Expressions of Interest by the private sector, with a clearly defined specification and budget, for the development of a new Civic Centre in the central city and the RSA/Forum North combined site.
- ii That staff investigate options of the re-purposing of Council's current administration facilities at Forum North.

On the amendment being put Cr Martin called for a division:

Recorded	For	Against	Abstain
Her Worship the Mayor	X		
Cr Stu Bell	X		
Cr Gavin Benney	X		
Cr Crichton Christie		X	
Cr Vince Cocurullo		X	
Cr Tricia Cutforth		X	
Cr Shelley Deeming		X	
Cr Sue Glen		X	
Cr Phil Halse	X		
Cr Cherry Hermon	X		
Cr Greg Innes	X		
Cr Greg Martin		X	
Cr Sharon Morgan	X		
Cr Anna Murphy		X	
Results	7	7	

**The further amendment was carried
on the casting vote of Mayor
and subsequently carried
as the substantive motion**

Cr Martin requested his intention to bring a notice of motion to the 31 May 2018 Council meeting, be recorded.

4.4 Concurrent Consultation - deliberations 2018

Moved By Her Worship the Mayor
Seconded By Cr Shelley Deeming

That the Council

- a. Note the submissions received and confirms the **Revenue and Financing Policy** amended to reflect the outcomes of Long Term Plan deliberations if necessary.

- b. Note the submissions received, together with the non-material error identified by the Auditors, and confirms the **Development Contributions Policy amended for:**
 - a) Policy to be updated to reflect the outcomes of both Long Term Plan deliberations, and negotiations on the Bream Bay Landowners Association Developer agreement.
 - b) Papakāinga to be defined within the Policy to clarify that where there is demonstrably lower impact, this will be recognized in any assessment.
 - c) Corrections to the Growth Model.
- 3. Correct the Growth Model for the error identified in the Tikipunga West mesh block, noting it does not materially impact the development contributions schedule and revenue predictions, as in attached table.
- 4. Note the submissions received and confirms the **Rates Remission and Postponement Policy** with no change.

Carried

5. Public Excluded Business

There was no business conducted in public excluded.

6. Closure of Meeting

The meeting concluded at 2.07pm.

Confirmed this 31st day of May 2018

Her Worship the Mayor Sheryl Mai (Chairperson)

6.1 Notice of motion – Councillor Martin

Meeting: Council
Date of meeting: 31 May 2018
Reporting officer: Rob Forlong (Chief Executive)

1 Purpose

To consider a Notice of Motion received from Councillor Greg Martin.

2 Recommendation/s

That Council;

- i. Confirm the land the Civic Centre is to be located on, be in council ownership; and any future buildings, be in council ownership.

That Council,

- ii. Review the specification documents for the proposed Civic Centre, prior to seeking expressions of interest from the private sector.

That Council,

- iii. Confirm that the selection criteria and level of evaluation for all proposals for the Civic Centre, will be consistent.

That Council,

- iv. Confirm the development of a future theatre is included as an additional option in the specification and budget, when seeking expressions of interest, for the RSA/Forum North combined site.

3 Background

The Chief Executive has received a Notice of Motion, within the timeframe specified in Standing Orders, from Councillor Greg Martin for inclusion on the agenda for the 31 May council meeting.

Councillor Martin proposes to move the following:

That Council;

- i Confirm the land the Civic Centre is to be located on, be in council ownership and any future buildings, be in council ownership.*

That Council,

- ii Review the specification documents for the proposed Civic Centre, prior to seeking expressions of interest from the private sector.*

That Council,

- iii. Confirm that the selection criteria and level of evaluation for all proposals for the Civic Centre, will be consistent.*

That Council,

- iv Confirm the development of a future theatre is included as an additional option in the specification and budget, when seeking expressions of interest, for the RSA/Forum North combined site.*

Councillor Martin's signed Notice of Motion is appended as Attachment 1.

4 Attachment

Notice of Motion

Notice of motion – Councillor Greg Martin

At the Council meeting held on the 16 and 17 May 2018 it was resolved:

- i That Council call for Expressions of Interest by the private sector, with a clearly defined specification and budget, for the development of a new Civic Centre in the central city and the RSA/Forum North combined site.*
- ii That staff investigate options of the re-purposing of Council's current administration facilities at Forum North.*

I give notice that at the Whangarei District Council meeting on 31 May 2018, I intend to move the following (to be taken in parts):

That Council;

- i. Confirm the land the Civic Centre is to be located on, be in council ownership and any future buildings, be in council ownership.*

That Council,

- ii. Review the specification documents for the proposed Civic Centre, prior to seeking expressions of interest from the private sector.*

That Council,

- iii. Confirm that the selection criteria and level of evaluation for all proposals for the Civic Centre, will be consistent.*

That Council,

- iv. Confirm the development of a future theatre is included as an additional option in the specification and budget, when seeking expressions of interest, for the RSA/Forum North combined site.*

Signed:



Councillor Greg Martin

Date:

21/5/18

6.2 Infrastructure Designations Review and Amendment to Infrastructure - Resource Management Act 1991, Delegations

Meeting: Whangarei District Council

Date of meeting: 31 May 2018

Reporting officer: Heather Osborne (Infrastructure Planner) and Shelley Wharton (Manager – Infrastructure Planning and Capital Works)

1 Purpose

To seek Council approval to proceed with the recommended actions for the review of Councils existing infrastructure designations. Also, to seek approval to amend the Infrastructure, Resource Management Act 1991, delegations in the 2014 Delegations Manual. The amendment is to include authority to request the rollover of designations, minor corrections, alterations, uplifts and new Notices of Requirement (NORs), as a 'requiring authority', under the Act.

2 Recommendation/s

That the Council:

1. Approves implementation of the recommended actions contained within the Infrastructure Designations Review Report, dated April 2018.
2. Approves the addition of the following delegations to the Delegations Manual 2014:
 11. Infrastructure and Services
 - 11.2. Statutory Delegations

Resource Management Act 1991

Ref	Section(s)	Delegations	Delegated to	Conditions/Notes
RMA-IS02	various	Authority to request the rollover of designations, minor corrections, alterations, uplifts and new notices of requirement as a 'requiring authority' under the Act.	GM Infrastructure, all Infrastructure Dpt Mgrs	

3 Background

A 'designation' is a provision in a district plan which provides notice to the community that a requiring authority intends to use land in the future for a particular public work or project. Once a site is designated for a particular purpose, the requiring authority is able to:

- proceed with the specific work on the site as if it was permitted by the district plan
- control activities that occur on the site, to prevent the landowner doing anything that would compromise the future public work (this is the case even if the requiring authority does not own the site)
- compulsorily purchase or lease all or part of the land under the Public Works Act 1981
- enter private land to undertake investigations.

Whangarei District Council (Council) is legally required to review the District Plan every ten years. As part of the rolling review of the District Plan, Council's District Plan Team is currently preparing for notification of the Designations Plan Change.

A review of all Council's designations has been undertaken by the Infrastructure Planning Team, to determine which are required to be rolled over, which will require minor correction or alteration and which can be removed/uplifted from the proposed plan because they are no longer required.

This process has also highlighted that the current delegations do not provide the authority for staff to undertake the required actions to implement projects or operate infrastructure where designations are used.

4 Discussion

District Plan Review Process

The District Plan is due for its 10-yearly review, and as part of this process Council is currently reviewing the Designations Chapter. Prior to notification of the proposed District Plan, Clause 4 of Schedule 1 of the Resource Management Act (the Act) requires that invitation be made to all requiring authorities who have a designation in the district (that has not lapsed), requiring that they give written notice to the territorial authority stating whether they require the designation to be included in the proposed plan, with or without modification.

Council as a Requiring Authority

As well as being the regulatory body for administering designations in the District Plan, Council is also a 'requiring authority' under the Act. As a requiring authority, Council is required to respond to the request by providing confirmation of whether the designations are to be included in the proposed plan, and whether any modifications are required (with reasons). If the requiring authority fails to notify the territorial authority, the designation will not be included in the proposed plan.

Council, as a requiring authority, currently holds 128 designations under the Operative District Plan for purposes relating to water, waste, drainage, reserves and roading.

Designations Review

Council's Infrastructure Department has undertaken a review of each designation contained within Section 85.2.17 of the Operative District Plan. The Infrastructure Designations Review Report, dated April 2018, provides a recommended action for each existing designation (Appendix 1).

Due to issues around timing for the review of the District Plan, a number of Council designations have been confirmed to have lapsed. Each asset manager has been informed of lapsing designations relevant to their area and new NORs can be made, should it be considered that the designation is still required.

Minor corrections are proposed for 29 of Councils designations. Minor corrections include small grammatical errors, updating of legal descriptions and updates to ensure consistent language is used for each listed designation.

Alterations are proposed for 13 Council designations. The alterations do not seek to introduce any new activity. Most alterations seek to clarify the scope of the designation. This may be by aligning the boundary of the designation to match the correct legal descriptions/ affected land area, or by changing the conditions to marry with the actual operation of the activity on the site. Three partial uplifts/removals also seek to clarify the land that is relevant to the designation, and remove that which is not.

Full uplifts/ removals are proposed for 39 of Councils designations. Eight of these apply to designations already uplifted from the Plan but that are still listed in the existing Chapter. Uplifts/ removals are only proposed in cases where the purpose can now be provided for through alternative mechanisms, rendering the designation dispensable, or the designation no longer serves a purpose i.e. for completed projects with no operational conditions.

18 designations are proposed to be included in the draft Plan Change (rolled over) without modification. In most cases these relate to more recent NORs where the details are all up to date and relate well to the affected land and/or relevant project. In one case an extension of time is proposed as it is foreseen that the project may require more than 5 years to be completed.

Overall, the review seeks to tidy the existing list of designations and ensure that they effectively enable the use of land by Council, whether for existing infrastructure assets/ operations, or for future projects.

Changes to the Delegations Manual

Whilst the delegations to approve requests made by requiring authorities lies with either the District Plan or Resource Consents Teams, there is not currently any delegation for staff to make such requests as the 'requiring authority'. Providing the requested delegation to staff within the Infrastructure Group will increase efficiency of operations and project delivery.

The management of existing designations is an administrative and operational undertaking. Delegation is necessary to ensure that Council's designations can be continually reviewed and kept up to date, without the need for Council resolution in each case. NORs for new designations are a part of project implementation, and occur some time after project approval and budget allocation. Note that this request does not alter any current delegation in relation to the acquisition or disposal of land.

5 Significance and engagement

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

6 Attachments

Whangarei District Council

Infrastructure Designations Report

April 2018

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4 CONCLUSIONS	ERROR! BOOKMARK NOT DEFINED.

Executive Summary

Whangarei District Council is legally required to review the District Plan every ten years. As part of the rolling review of the District Plan, WDC is currently preparing for the notification of the Designations Plan Change.

As part of this process, Schedule 1 of the Resource Management Act 1991 (RMA) sets out the process by which existing designations can be carried or 'rolled over' into, the proposed district plan and enables designations to be modified, or new requirements introduced. This process also applies to a territorial authorities' own designations. Whangarei District Council is a requiring authority under the Act, and currently holds 128 designations under the Operative District Plan for purposes relating to water, waste, drainage, reserves and roading in the Operative District Plan.

Prior to notification of the proposed District Plan, Clause 4 of Schedule 1 of the Act requires that invitation be made to all requiring authorities which have a designation in the district (that has not lapsed) requiring that they give written notice to the territorial authority stating whether they require the designation to be included in the proposed plan, with or without modification.

As a requiring authority, Whangarei District Council is required to respond to the request by providing confirmation of whether the designations are to be included in the proposed plan, and whether any modifications are required (with reasons). If the requiring authority fails to notify the territorial authority, no provision for the designation shall be included in the proposed plan.

The purpose of this report is to identify those designations (which have not lapsed) which are required to be rolled over into the proposed plan. In order to provide confirmation that Council continues to require the land, a resolution to that effect from Council is required and it is the purpose of this report to form the factual basis for such a resolution.

1.0 Background

- 1.1 The RMA gives requiring authorities, including Whangarei District Council, the ability to have areas of land 'designated' for use as network utilities or large public works.
- 1.2 A 'designation' is a provision in a district plan which provides notice to the community that a requiring authority intends to use land in the future for a particular work or project. Once a site is designated for a particular purpose, the requiring authority is able to:
 - proceed with the specific work on the site as if it was permitted by the district plan
 - control activities that occur on the site, to prevent the landowner doing anything that would compromise the future work (this is the case even if the requiring authority does not own the site)
 - apply to the Ministry of Environment to compulsorily purchase or lease all or part of the land under the Public Works Act 1981
 - enter private land to undertake investigations.
- 1.3 Section 176(1)(b) of the RMA states that no person may do anything within a designated site that would prevent or hinder a project or work to which the designation relates. A person seeking to undertake an activity within a designation must have written consent from the requiring authority. This restriction includes:

- Undertaking any use of the land;
- Subdividing the land;
- or changing the character, intensity, or scale of the use of the land.

- 1.4 A designation can restrict the use of land. Therefore, in the event that the requiring authority does not own the site, the landowner also has certain rights. Where land is subject to a designation the landowner may apply for an order obliging the requiring authority to purchase or lease all or part of the land. In general terms, this is done where the owner is unable to sell the land at a market value, or the owner cannot reasonably use the land.
- 1.5 While a designation gives a requiring authority 'permission' under the district plan, the requiring authority must still address all the relevant matters under the regional plans – including discharges to air and water and land, earthworks and obtaining any necessary regional resource consents.
- 1.6 Currently, where WDC is acting as a requiring authority, 128 existing designations are identified in the Operative Whangarei District Plan (District Plan) at Section 85.2.17. Of the 128 designations, 28 are identified within the existing plan as having lapsed.
- 1.7 The District Plan became Operative on 3 May 2007.
- 1.8 Section 184A(2) of the RMA states:
- (2) A designation of a territorial authority in its own district lapses on the expiry of 5 years after the date on which it is included in the district plan unless—*
- (a) It is given effect to before the end of that period; or*
- (b) Within 3 months before the expiry of that period, the territorial authority resolves that it has made, and is continuing to make, substantial progress or effort towards giving effect to the designation and fixes a longer period for the purposes of this subsection; or*
- (c) The designation specified a different period when incorporated in the plan.*
- 1.9 This report therefore addresses the remaining 88 designations that have not lapsed. A recommended action is provided for each existing WDC designation contained within the District Plan, noting particularly:
- Whether or not it has been given effect to,
 - Whether or not the designation is still required, and whether a modification to the designation is required.

2.0 Whangarei District Council – Infrastructure Designations

- 2.1 Whangarei District Council's Infrastructure and Services Division have undertaken an analysis of each designation contained within Section 85.2.17 of the Operative District Plan in consideration of the bullet points identified at 1.7 above. This report identifies the actions recommended as a result.
- 2.2 The main review of designations contained within this report also requires further detail in relation to proposed minor corrections, modifications and partial, or full, removals. These details are supplied in three supplementary reports, being:
- PART A: Clause 20A Minor Corrections.
- PART B: Section 181 Modifications and Section 184(1)(b) Time Extension.
- PART C: Section 182 Modifications.
- 2.3 Many designations require more than one action and, as such, each report may include separate reference to the same designation. The table in this report will identify which actions are required for each particular designation in order to establish which supplementary reports are relevant.

3.0 Infrastructure Designations – Review Table

- 3.1 The following table uses the designation references and details as are found in the Operative District Plan.

Table Key:

Key	Requested Action	Number of Designations
	Clause 20A Minor Corrections and Rollover	29
	Section 181 Alterations and Rollover	13
	Section 182 Partial Removal (Partial Uplift)	3
	Section 182 Removal (Uplift)	39
	Rollover without Modification	18
	Section 184(1)(b) Extension of Time and Rollover	1
	Lapsed	32

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
1	DW 1	Hikurangi Wastewater Treatment Plant, Jordan Valley Road, Hikurangi	Wastewater Pumping and Treatment facility	Lot 1 DP 52817 Blk V Purua SD	Countryside	7	WDC provides notice of its intention to rollover existing designation DW1 into the proposed plan, subject to a s20A minor correction.
2	DW 2	Ngunguru Wastewater Treatment Plant, Waitotoi Road, Ngunguru	Wastewater Pumping and Treatment facility	Lots 1-2 DP 115276 Blk IV Whangarei SD	Countryside	30	WDC provides notice of its intention to rollover existing designation DW2 into the proposed plan. As this asset is existing and operational, there is no issue of lapse.
3	DW 3	Proposed Extension to Ruakaka One Tree Point Wastewater Treatment Plant, Sime Road, Ruakaka	Proposed Extension to Existing Wastewater Treatment Plant and Disposal facility	Allots 87 Pts 92, 93 Ruakaka Parish, Pts A, B Blks VIII, XI, XIV Ruakaka SD	Open Space	55	Designation to be uplifted pursuant to s182.
4	DW 4	Ruakaka/One Tree Point Wastewater Treatment Plant, Sime Road, Ruakaka	Wastewater Pumping and Treatment facility	Sec 65 Blk VIII Ruakaka SD	Open Space	55	WDC provides notice of its intention to rollover existing designation DW3 into the proposed plan. As this asset is existing and operational, there is no issue of lapse.
5	DW 5	Waipu Wastewater Treatment Plant, off SH 1, Waipu	Wastewater Treatment facility	Allot 602 Waipu Parish Blk III Waipu SD	Coastal Countryside	19	WDC provides notice of its intention to rollover existing designation DW4 into the proposed plan. As this asset is existing and operational, there is no issue of lapse.

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
6	DW 6	Waipu Town Wastewater Pumping Station, Nova Scotia Drive	Wastewater Pumping Station	Pt Allots 19, 478 Waipu Parish Blk III Waipu SD	Countryside	58	WDC provides notice of its intention to rollover existing designation DW6 into the proposed plan, subject to a s20A minor correction. As this asset is existing and operational, there is no issue of lapse.
7	DW 7 **	Onerahi Wastewater Pumping Station, Waverley Street	Wastewater Pumping Station	Lot 1, Pt Lot 2 DP 193984	Living 1	46	WDC provides notice of its intention to rollover existing designation DW7 into the proposed plan, subject to either s20A minor correction OR modification (Partial Removal of Designation (s182))
8	DW 8	Whangarei Wastewater Treatment Plant, Kioreroa Road	Wastewater Treatment and Disposal facility	Lot 2 DP 65087 Pt Lot 1 DP 50540	Countryside	43	WDC provides notice of its intention to rollover existing designation DW8 into the proposed plan. As this asset is existing and operational, there is no issue of lapse.
9	DW 9 **	Whangarei Wastewater Treatment Plant, Indigenous wetlands, Kioreroa Road	Wastewater Treatment and Disposal facility, Wildlife Habitat	Lots 1 and 2 DP 96770 Lot 3 DP 96772 - Lot 1 DP 152884 -Lot 2 DP 159845	Business 4	43	WDC provides notice of its intention to rollover existing designation DW9 subject to a s20A minor correction and modification (s181 Alteration).
10	DW 10	Whareora Road, Wastewater Pumping Station	Wastewater Pumping Station	Sec 59 and 60 Blk V Whangarei SD	Living 3	36	WDC provides notice of its intention to rollover existing designation with modification (s181 Alteration).
11	DW 11	Waiarohia River Flood Control, Water/Walton Street	Flood Prevention (River Control)	Pt Lot 169, DP 3851 Pt Allot 1 Whangarei Parish	Open Space	37, 38, 39	WDC provides notice of its intention to rollover existing designation DW11 into the proposed plan, subject to a s20A minor correction.
12	DW 12	Waiarohia River Flood Control, Rust Ave	Flood Prevention (River Control)	Lots 1, 2, DP 123459 - Lot 1 DP 170754 - Lot 7 DP 171028	Open Space	37	WDC provides notice of its intention to rollover existing designation DW12 into

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
							the proposed plan, subject to a s20A minor correction.
13	DW 13	Waiarohia River Flood Control, Tarewa Road	Flood Prevention (River Control)		Open Space	37, 38, 39	WDC provides notice of its intention to rollover existing designation DW13 into the proposed plan, subject to a s20A minor correction.
14	DW 14	Mill Road, Stormwater Drainage	Stormwater Drainage /Disposal	Pt Lot 7 DP 35793	Living 1	36	Designation to be uplifted pursuant to s182.
15	DW 15	Peter Snell Road	Stormwater Drainage	Pt Sec 4 Blk VII Ruakaka SD	Living 1	56	Designation to be uplifted pursuant to s182.
16	DW 16	Oakura Road Stormwater Drainage	Stormwater Drainage /Disposal	Lots 29 and 30 DP 88795	Open Space	23A	Designation to be uplifted pursuant to s182.
17	DW 17	Oakura Road, Stormwater Drainage	Stormwater /Drainage Disposal	Pt Oakura F1 Blk - Blk III Whangaruru SD and Blk XVI Russell SD	Countryside	23A	Lapsed Designation.
18	DW 18	Oakura Road, Stormwater Drainage	Stormwater /Drainage Disposal	Lot 3 DP 74857, Pt Oakura E Blk, Blk III Whangaruru SD	Living 1, Open Space	23A	WDC provides notice of its intention to rollover existing designation DW18 into the proposed plan, subject to a s20A minor correction.

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
19	DW 19	Marsden Point Stormwater Drainage	Stormwater Drainage /Disposal	Sec 26 Blk VII Ruakaka SD Sec 44 Blk VII Ruakaka SD Lots 1-3 DP 59354, Pt Sec 27 Blk VII Ruakaka SD Sec 5 Pt Allot 84 Ruakaka Parish Blks VII, VIII Ruakaka SD Lot 1 DP 133721 Blk VII Ruakaka SD Secs 3, 9 and 10 Blk VIII Ruakaka SD	Business 4		Lapsed Designation.
20	DW 20	Waiotoi Road, Stormwater Drainage	Stormwater Drainage /Disposal	Lot 7 DP 135338 -Lot 1 DP 90198	Open Space		WDC provides notice of its intention to rollover existing designation DW20 into the proposed plan, subject to a s20A minor correction.
21	DW 22 **	Uretiti Refuse Transfer Station, Tip Road, Waipu	Transfer Station Recycling pickup (refer to conditions)	Pt Crownland, Blk XIV Ruakaka SD	Open Space	19	WDC provides notice of its intention to rollover existing designation DW22 into the proposed plan, subject to a s20A minor correction and modification (s181 Alteration).
22	DW 23	Tauraroa Refuse, Transfer Station	Transfer Station, Recycling pickup Green dump (refer to conditions)	Pt Allotment 11 Maungakarama Parish Blk VIII Tangihua SD	Countryside	14	WDC provides notice of its intention to rollover existing designation DW23 with modification (s181 Alteration).
23	DW 24	Hikurangi Refuse, Transfer Station	Transfer Station, Recycling pick-up. Green Dump, (refer to conditions)	Pt Allot SE 41, NW 42, Hikurangi, Psh Blk XVI Hukerenui SD	Countryside	28	WDC provides notice of its intention to rollover existing designation DW24 with modification (s181 Alteration).
24	DW 25	Proposed Service Lane, Station Road - Meldrum Street	Proposed Service Lane – wide	Lot 1 DP 11997, Pt 2 SO 1543, 73 So 1543, 1 To 7 44508, 1 & 2 169046	Kamo Walkability Environment	33A	Lapsed Designation.

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
25	DW 26	Proposed Service Lane, Three Mile Bush Road to Kamo Library	Proposed Service Lane 7.3m wide	Lot 24,25 DP 20635 Lot 4 DP 20496 Lot 23 20635	Kamo Walkability Environment	33A	Lapsed Designation.
26	DW 27	Proposed Service Lane, Grant Street	Proposed Service Lane 6.3m wide	Pt 14 SO 1543 DP 134790; Pt 15 SO 1543 4 DP 48790	Kamo Walkability Environment	33A	Lapsed Designation.
27	DW 28	Proposed Service Lane - Kamo Road	Proposed Service Lane 7.3m wide	Lot 3 DP 58329 Lot 1 DP 68035	Kamo Walkability Environment	33A	Designation to be uplifted pursuant to s182.
28	DW 29	Proposed Service Lane, Grant St, Wakelin St	Proposed service lane 6.3m wide	DP 1 68973 Pt 19 SO 1543	Kamo Walkability Environment	33A	Lapsed Designation.
29	DW 31	Proposed Road Reserve, Wanaka St	Proposed Road Reserve	68 61427	Kamo Walkability Environment	36	Designation to be uplifted pursuant to s182.
30	DW 32	Road Reserve, Te Puia St	Road Reserve	6 DP 52362	Kamo Walkability Environment	35	Designation to be uplifted pursuant to s182.
31	DW 33	Road Reserve, Tuatara Place	Road Reserve	Pt 15 DP 44008	Kamo Walkability Environment	35	Designation to be uplifted pursuant to s182.
32	DW 34	Road Reserve, Huia St	Road Reserve	27 54038	Living 1	35	Designation to be uplifted pursuant to s182.
33	DW 35	Road Reserve, William Jones Drive	Road Reserve	363 52351	Living 1	36	Designation to be uplifted pursuant to s182.
34	DW 36	Local Purpose Reserve	Pedestrian Accessway	Lot 2 DP 128059 SO 70387	Living 1	38	Designation to be uplifted pursuant to s182.
35	DW 37	Road Reserve, Glendale Rd	Road Reserve	23 57146	Living 1	37	Designation to be uplifted pursuant to s182.

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
36	DW 38	Proposed Accessway, George Point Road	Proposed Pedestrian Accessway	DP 53576	Living 1	44	Designation to be uplifted pursuant to s182.
37	DW 39	Lapsing of Designation (3 May 2012)					Lapsed Designation.
38	DW 40	Proposed Service Lane, (11m to 6.9m wide) Robert Street	Proposed Service lane	1 DP 101081 Deeds W51	Business 1	37, 38, 39	Lapsed Designation.
39	DW 41	Proposed Service Lane, Dent St	Proposed Service lane	12-5 DP 20090 Deeds W51 1 and 2 104046 26-27, 29, 30, 31 1 DP 101952	Business 1	37, 38, 39	Lapsed Designation.
40	DW 42	Proposed Carpark, Herekino Street	Proposed Car Park	Pt 16 SO 62510	Business 2	38, 39	Lapsed Designation.
41	DW 43	Proposed Service Lane, Walton-Robert Street	Proposed Service lane	Pt 1, Pt 2, 3, 4 Deeds W 51 Pt 1 So 27829 Deeds W22 Pt 1 24576 plus others	Business 2	39	Lapsed Designation.
42	DW 45	Lapsing of Designation (3 May 2012)					Lapsed Designation.
43	DW 47	Proposed Road Widening, Marsden Point Rd	10.0m Road Widening on western side of Marsden Point Rd from McCathie Rd to McEwan Rd		Countryside , Business 2	55	Lapsed Designation.
44	DW 48	Proposed Road Otaika Valley Rd, SH 14	Proposed Road	Pt Lot 1 DP 32362 and Pt Ahimate Blk, Blks XIV & XV Purua SD	Countryside	40	Lapsed Designation.
45	DW 49	UPLIFTED 25-01/05					No action required.

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
46	DW 50	Water Supply, Hill St	Treatment Plant and Reservoirs	Lot 1 Plan W 52 Blk XVI Hukerenui SD	Countryside	28	WDC provides notice of its intention to rollover existing designation DW50 into the proposed plan, subject to a s20A minor correction.
47	DW 51	Water Supply Whau Valley Rd, Fairway Drive	Treatment Plant, Pump Station and Reservoirs	Lots 7, 8. 183, 184 DP 56364 Pt Allot 2 and 159, Whangarei Parish Pt Lot 3 DP 43540	Living 1	35	WDC provides notice of its intention to rollover existing designation DW51 into the proposed plan, subject to a s20A minor correction.
48	DW 52 **	Water Supply, Whau Valley Rd, Maunu Rd	Dam and Catchment	Allot 8 Pukenui Parish, Allot 38 Kaitara Psh, Blks VII, XI, XII Purua SD, Lot 2 DP 63280 Allots 52-54, NW 55, SE 55, 58, 75, 76, Pt 56 74 Whangarei Parish	Countryside Open Space	12, 35, 37, 42, 41	WDC provides notice of its intention to rollover existing designation DW52 into the proposed plan, subject to a s20A minor correction and modification (s181 Alteration).
49	DW 53	Water Supply, Cobham Place	Pump Station and Reservoir	Lot 19 DP 41542	Living 1	36	WDC provides notice of its intention to rollover existing designation DW53 with modification (s181 Alteration).
50	DW 54	Water Supply, Kioreroa Road	Reservoir	Pt Lot 11 DP 13347 on SO 52802	Open Space	43	WDC provides notice of its intention to rollover existing designation DW54 into the proposed plan, subject to a s20A minor correction
51	DW 55	Water Supply, Dip Road	Reservoirs	Secs 17, 21, 22, 25 Blk VII Purua SD	Countryside	33	WDC provides notice of its intention to rollover existing designation DW51 into the proposed plan, subject to a s20A minor correction. <i>Note: Correction to WDC GIS mapping of designation required.</i>
52	DW 56	Water Supply, Waipanga Road	Pump Station and catchment	Lo 1 DP 33293 Blk VIII Purua SD	Living 3	33	Designation to be uplifted pursuant to s182.

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
53	DW 57	Water Supply, Mangakahia Road	Treatment Plant, Pump Station and Reservoirs	Pt Whatatiri 13E Nth 2, Whatitiri 13E Nth 2A Blk IX Purua SD	Countryside	11	Whangarei District Council provides notice of its intention to rollover existing designation DW57 into the proposed plan. As this asset is existing and operating in accordance with the designated purpose, there is no issue of lapse.
54	DW 58	Water Supply, Newton Road	Water Intakes, Pump Station and Treatment plant	Lots 1-3 DP 29128 Pt Maunu 1F Blk, Sec 1 Blk XV Purua SD	Countryside	40	Whangarei District Council provides notice of its intention to rollover existing designation DW58 into the proposed plan subject to s20A minor corrections. As these assets are existing and operating in accordance with the designated purpose, there is no issue of lapse.
55	DW 59	Water Supply, Cemetery Road	Treatment Plant, Reservoir and Pump Station	Pt Maunu 1H1 Blk XV Purua SD SO 49331	Countryside	11	Whangarei District Council provides notice of its intention to rollover existing designation DW59 into the proposed plan. As this asset is existing and operating in accordance with the designated purpose, there is no issue of lapse.
56	DW 60	Water Supply, Cemetery Road	Reservoir and pump station	Sec 17 Blk XV Purua SD SO 48059	Countryside	41	Whangarei District Council provides notice of its intention to rollover existing designation DW60 into the proposed plan. As this asset is existing and operating in accordance with the designated purpose, there is no issue of lapse. <i>Note: Correction to WDC GIS mapping of designation required.</i>
57	DW 61	Cartwright Road	Reservoir and Treatment Station	Pt Lot 2 DP 24775 & Closed Road, Blk X Whangarei SD	Countryside	44	WDC provides notice of its intention to rollover existing designation DW61 with modification (s181 Alteration).

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
58	DW 62	Three Mile Bush Road	Water Supply Reservoirs	Pt Lot 6 DP 124015 Blks VIII, X Purua SD		12	Whangarei District Council provides notice of its intention to rollover existing designation DW62 into the proposed plan. As this asset is existing and operating in accordance with the designated purpose, there is no issue of lapse.
59	DW 63	Water Supply, Whareora Road	Pump Station	Pt Allot W17 Parahaki Parish Blk V Whangarei SD	Countryside	36	WDC provides notice of its intention to rollover existing designation DW63 into the proposed plan, subject to a s20A minor correction.
60	DW 64	Water Supply, Memorial Drive	Reservoir	Pt Allot W93 Parahaki Parish	Countryside	38	Whangarei District Council provides notice of its intention to rollover existing designation DW64 into the proposed plan. As this asset is existing and operating in accordance with the designated purpose, there is no issue of lapse.
61	DW 65	Water Supply, Waitaua Road	Reservoir	Pt Allot 86 Whangarei Parish Blk VIII Purua SD	Countryside	33	WDC provides notice of its intention to rollover existing designation DW65 into the proposed plan, subject to a s20A minor correction.
62	DW 66	Uplifted 3/05/2016					No action required.
63	DW 67	Water Supply, Whangarei Heads Rd	Treatment Plant, Reservoir and Pump Station	Pt Allots 15 and 101 Manaia Parish	Living 1	52A	Whangarei District Council provides notice of its intention to rollover existing designation DW67 into the proposed plan. As this facility is existing and operating in accordance with the designated purpose, there is no issue of lapse.

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
64	DW 68	Water Supply, One Tree Point Rd	Dam, Catchment, Treatment Plant, Reservoirs and Pump Station	Pt Lots 2-4 DP 919 Pt Allot 142 Ruakaka Psh Pukekauri 1B1 Pt 1B2, 1B3, 1B4, 1B5, 2B Pt Takahiwai 4C2, 4D1C, 4E2, 7B2B, 7C, Secs 1, 6 Blks V1, VII Ruakaka SD	Countryside	15	WDC provides notice of its intention to rollover existing designation DW68 into the proposed plan, subject to a s20A minor correction.
65	DW 69	Water Supply, Marsden Point Rd	Reservoir	Lot 1 DP 55175 Blk X1 Ruakaka SD	Countryside	56	WDC provides notice of its intention to rollover existing designation DW69 into the proposed plan, with modification (Partial Removal of Designation (s182)).
66	DW 70	Water Supply, Prescott Rd	Dam, Catchment and Pump Station	Lot 2 DP 126620, Pt Lot 1 DP 179543 Pt Allot M42 Ruakaka Parish, Lot 2 DP 133336, Lot 1 DP 176490, Lot 7 DP 166984, Lot 1 DP 176489, Lot 1 DP 183381, Sec 3 SO373243, Sec2 SO359862.	Countryside Open Space	18	WDC provides notice of its intention to rollover existing designation DW70 into the proposed plan, with modification (Partial Removal of Designation (s182)).
67	DW 71 **	Water Supply, Ahuroa Rd	Treatment Plant, Reservoir and Pump Station	Allot 589 Pt 198 Waipu Parish Blk II Waipu SD	Countryside	18	WDC provides notice of its intention to rollover existing designation DW71 with s20A minor correction and modification (s181 Alteration).

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
68	DW 72	Water Supply, Maungakaramea Rd	Reservoirs	Pt Allot 190 Maungakaramea Parish Blk VI Tangihua SD	Countryside	14	Whangarei District Council provides notice of its intention to rollover existing designation DW72 into the proposed plan. As this facility is existing and operating in accordance with the designated purpose, there is no issue of lapse.
69	DW 73	Water Supply, Maungakaramea Rd	Reservoirs and Pump Station	Pt Lot 2 DP 56765 Blk VI Tangihua SD	Countryside	14	Whangarei District Council provides notice of its intention to rollover existing designation DW73 into the proposed plan. As this facility is existing and operating in accordance with the designated purpose, there is no issue of lapse.
70	DW 74 **	Water Supply, Portland Rd	Reservoirs	Pt Lot 2 DP 32852 Blk IV Tangihua SD SO 64228	Countryside	50	WDC provides notice of its intention to rollover existing designation DW52 into the proposed plan, subject to a s20A minor correction and modification (s181 Alteration).
71	DW 75	Water Supply, Anzac Rd	Reservoirs and Pump Station	Pt DP 12081	Open Space	43	WDC provides notice of its intention to rollover existing designation DW75 into the proposed plan, subject to a s20A minor correction.
72	DW 76	Water Supply, Whangarei Heads Rd	Reservoirs	Allot 147 Manaia Psh Blk IV Ruakaka SD SO 49084	Open Space	53	WDC provides notice of its intention to rollover existing designation DW76 into the proposed plan, subject to a s20A minor correction.
73	DW 77	Water Supply, Manganese Farm Park	Reservoirs	Lot 1 DP 86839 Blk III Ruakaka SD	Countryside	48	Whangarei District Council provides notice of its intention to rollover existing designation DW77 into the proposed plan.

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
							As this asset is existing and operating in accordance with the designated purpose, there is no issue of lapse.
74	DW 78	Water Supply, Mangapai Rd	Treatment Plant, Pump Station and Reservoirs	Lot 8, Lot 9 DP 106943 Blk IX Tangihua SD	Living 1	62B	WDC provides notice of its intention to rollover existing designation DW78 into the proposed plan, subject to a s20A minor correction.
75	DW 79 **	Water Supply, One Tree Point Rd	Treatment Plant and Reservoirs	Pt Lot 2 DP 31401 SO 46270	Countryside	16	WDC provides notice of its intention to rollover existing designation DW79 into the proposed plan, subject to a s20A minor correction and modification (s181 Alteration).
76	DW 80	Water Supply, Cove Road	Reservoirs	Allot 630 Waipu Parish III Waipu SD	Countryside	58	WDC provides notice of its intention to rollover existing designation DW80 into the proposed plan, subject to a s20A minor correction.
77	DW 81	Water Supply Cove Rd, Waipu Cove	Reservoirs	Pt Allots 140, 480 Waipu Psh Blk VII Waipu SD	Countryside	60	Whangarei District Council provides notice of its intention to rollover existing designation DW81 into the proposed plan. As this asset is existing and operating in accordance with the designated purpose, there is no issue of lapse.
78	DW 82	Water Supply, Flyger Road	Water Intake and Pump Station	Pt Lot 3 DP 919 Blk VI Ruakaka SD	Countryside	15	WDC provides notice of its intention to rollover existing designation DW82 with modification (s181 Alteration).
79	DW 83	Proposed Esplanade Reserve, Corks Rd, Whangarei	Proposed Esplanade Reserve	Pt Lots 6 DP 1583	Living 1	34	Designation to be uplifted pursuant to s182.

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
80	DW 84	Uplifted					No action required.
81	DW 85	Proposed Esplanade Reserve, Boundary Rd, Whangarei	Proposed Esplanade Reserve	Pt Allot 46 Whangarei Parish	Living 3	36	Designation to be uplifted pursuant to s182.
82	DW 86	Proposed Esplanade Reserve, Boundary Rd, Whangarei	Proposed Esplanade Reserve	Lot 2 DP 95642 and Lot 1 DP 56593	Living 3	36	Lapsed Designation.
83	DW 87	Proposed Esplanade Reserve, Pararui Valley Rd, Whangarei	Proposed Esplanade Reserve	Lot 1 DP 3795, Lots 1,2,3 DP 54279 Lot 4 Deeds Plan 47, Pt Allot 83 Parahaki Parish Blk Whangarei IX Whangarei SD	Living 3	36	Lapsed Designation.
84	DW 88	Proposed Reserve, Hatea Drive	Proposed Reserve	Lot 4 DP 23650, Lot 7 DP 20669, Lots 1, 2 DP 42313, Lot 5 DP 23650, Pt Lots 8,9 DP 23650	Living 1	38	Lapsed Designation.
85	DW 89	Proposed Reserve, Russell Rd, Whangarei	Proposed Reserve	Lot 1 DP 17257	Living 3	37	WDC provides notice of its intention to rollover existing designation DW80 into the proposed plan, subject to a s20A minor correction.
86	DW 90	Proposed Reserve, Clarkson Crescent, Whangarei	Proposed Reserve	Pt Lot 4 DP 19724	Living 1	42	Lapsed Designation.
87	DW 91	Proposed Esplanade Reserve, Clarkson Crescent, Whangarei	Proposed Esplanade Reserve	Pt Lot 4 DP 19724	Living 1	42	Lapsed Designation.

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
88	DW 92	Proposed Esplanade Reserve, Kowhai Park Rd, Whangarei	Proposed Esplanade Reserve	PT Lot 4 DP 19724	Living 1	42	Lapsed Designation.
89	DW 93	Proposed Esplanade Reserve, Limeburners Creek, Whangarei	Proposed Esplanade Reserve	Lot 3 DP 109005; Lot 1 DP 65086; Lot 2 DP 103722 ; Lot 2 DP 91131	Business 4 Coastal Marine Area	43	Designation to be uplifted pursuant to s182.
90	DW 94	Proposed Reserve, Rewa Rewa Rd, Whangarei	Proposed Reserve for Planting Strip (1.5m wide)	Sec 1A Pt 1, 8 Blk XVI Purua SD	Business 2	43	Designation to be uplifted pursuant to s182.
91	DW 95	Proposed Reserve, Dyer Street, Whangarei	Proposed Reserve for Planting Strip (1.5m wide)	Lot 1 DP 72673	Business 2	45	Designation to be uplifted pursuant to s182.
92	DW 96	Proposed Esplanade Reserve, South End Ave, Whangarei	Proposed Esplanade Reserve	Pt Lot 11 DP 13347	Business 4	43	Lapsed Designation.
93	DW 97	Proposed Esplanade Reserve, Rewa Rewa Road, Whangarei	Proposed Esplanade Reserve	Lot 1 DP 53980	Business 4	43	Lapsed Designation.
94	DW 98	Proposed Reserve, Otaika Road, Whangarei	Proposed Reserve	Lot 1 DP 111950	Living 1	43	Lapsed Designation.
95	DW 99	Proposed Reserve, Walton Street, Whangarei	Proposed Reserve	Pt Lot 1 DP 171 15568, Allotment 254, 256 Psh of Whangarei	Business 2	37, 38, 39	Designation to be uplifted pursuant to s182.
96	DW 100	Proposed Recreation Reserve, Western Hills Drive, Whangarei	Proposed Recreation Reserve	Pts 42 and 44 Deeds Plan 721 Lots 14 and 15 DP 23959	Living 1	37	WDC provides notice of its intention to rollover existing designation DW100 into the proposed plan, subject to a s20A minor correction.
97	DW 101	Proposed Public Reserve, Teal Bay	Proposed Public Reserve	Lot 3 DP 204987	Coastal Countryside	23B	Lapsed Designation.

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
98	DW 102	Uplifted 05 Feb 2007					No action required.
99	DW 103	Proposed Public Reserve, Matapouri Bay	Proposed Public Reserve	Road along MHWM adjoining land on DP 14862	Coastal Countryside	26B	Designation to be uplifted pursuant to s182.
100	DW 104	Proposed Public Reserve, Woolleys Bay	Proposed Public Reserve	Road along MHWM (Woolleys Bay) Blk IX Opuawhanga SD	Coastal Countryside	27	Designation to be uplifted pursuant to s182.
101	DW 105	Proposed Public Reserve, Matapouri	Proposed Public Reserve	Road adjoining Lot 41 DP 43764 Blk X Opuawhanga SD	Open Space	27	Designation to be uplifted pursuant to s182.
102	DW 106	UPTLIFED 29 11/04					No action required.
103	DW 107	Proposed Public Reserve, Tutukaka	Proposed Public Reserve	Phillip Island, within Tutukaka Harbour Blk IV Whangarei SD	Coastal Countryside	29	Designation to be uplifted pursuant to s182.
104	DW 108	Proposed Public Reserve, Ngunguru	Proposed Public Reserve	Pt Kopipi Blk Between Te Maika Rd and MHWM Blk IV Whangarei SD	Living 1	30	Designation to be uplifted pursuant to s182.
105	DW 109	Proposed Public Reserve, Pataua	Proposed Public Reserve	Pt Pukahakaha East 4D2A Blk, Blk XII Whangarei SD	Living 1	32A	Lapsed Designation.
106	DW 110	Proposed Public Reserve, Pataua	Proposed Public Reserve	Pukahakaha East 5B27 Blk, XII Whangarei SD	Living 1	32A	Lapsed Designation.
107	DW 111	Proposed Public Reserve, Ocean Beach	Proposed Public Reserve	Pt Allot 131 Manaia Parish Blks 1 and 11 Taranga SD	Open Space	62C	Lapsed Designation.
108	DW 113	Proposed Public Reserve, One Tree Point	Proposed Public Reserve	Pt Allot 2 Ruakaka Parish, Lot 6 DP 207727	Living 1	51	Designation to be uplifted pursuant to s182.

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
109	DW 114	Proposed Public Reserve, One Tree Point	Proposed Public Reserve	Pt Lot 4 DP 21771 Blk III Ruakaka SD	Living 1	51	Lapsed Designation.
110	DW 115	Uplifted 18 11/04					No action required.
111	DW 116	Proposed Public Reserve, Ruakaka River	Proposed Public Reserve	Pt Lots 1 and 13 Deeds Plan 92 Blk XI Ruakaka SD	Living 1	56, 57	Lapsed Designation.
112	DW 118	Proposed Public Reserve, Waipu River	Proposed Public Reserve	Pt Lots 1 and 2 DP 27889 Blk III Waipu SD	Living 1	59A	Lapsed Designation.
113	DW 119	Proposed Public Reserve, Waipu Cove	Proposed Public Reserve	Land along MHWB being Pt Allot 301 Waipu Parish Pt Lot 1 DP 69511 Pt Lots 1, 2 and 3 DP 67636 and Pt Lot 2 DP 58601 Blk VII Waipu	Coastal Countryside	59B, 60	Lapsed Designation.
114	DW 120	Proposed Public Reserve, Langa Beach	Proposed Public Reserve	Pt Allot 38 Waipu Parish Blk VII Waipu SD	Open Space	60	Designation to be uplifted pursuant to s182.
115	DW 121	Proposed Public Reserve, Taurikura Bay	Proposed Public Reserve	Pt Allots 15 and 15D Pt Lot 2 DP 24907 Manaia Parish, Blk IV Ruakaka SD	Living 1	53	Designation to be uplifted pursuant to s182.
116	DW 122	Proposed Esplanade Reserve, Taurikura	Proposed Esplanade	Part Lot 1 DP 32 543	Living 1	53	Lapsed Designation.
117	DW 123	Proposed Recreation Reserve, Park Avenue, Whangarei	Proposed Recreation Reserve	Lots 22, 23, 24, 25, 26, 27, and 28 DP 38056 and Pt 1 SO 996 CT 522/96	Living 1	37, 38	Designation to be uplifted pursuant to s182.
118	DW 124	Whangarei Airport	Aerodrome (refer to conditions)	Various	Airport	46	Whangarei District Council provides notice of its intention to rollover existing

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
							designation DW124 into the proposed plan. As this asset is existing and operating in accordance with the designated purpose, there is no issue of lapse.
119	DW 125	Airport flight approach paths (refer to Diagram DW 125)	Airport flight approach paths (refer to conditions)	Various	Living 1	46	WDC provides notice of its intention to rollover existing designation DW125 into the proposed plan with modification (s181 Alteration).
120	DW 126	Whangarei Cemetery and Crematorium	Whangarei Cemetery and Crematorium	Secs 13 18 20 Pts Papatawa BLK BLK XV Purua SD, Sec 12 SO 34719 BLK XVI , Pts Papatawa Blks BLK XI XV & Sec 20 BLK XV Purua SD	Open Space	41	Whangarei District Council provides notice of its intention to rollover existing designation DW126 into the proposed plan. As this asset is existing and operating in accordance with the designated purpose, there is no issue of lapse.
121	DW 127	Uplifted 23 May 2007					No action required.
122	DW 128	UPLIFTED					No action required.
123	DW129	Proposed Public Reserve, Tutukaka Harbour	Proposed Public Reserve	Lot 2DP 42662 Pt Sections 2 and 20 Blk XIV Opuawhanga SD and Sec 24 Blk XIV Opuawhanga SD	Living 3	29E	Designation to be uplifted pursuant to s182.
124	DW 130	Puawera Landfill Portland	Landfill (refer to conditions RQ01/168 RC35873 as amended by RC 110003)	Lot 1 DP 205572	Countryside	15 and 50	Whangarei District Council provides notice of its intention to rollover existing designation DW130 into the proposed plan. As this asset is existing and operating in accordance with the designated purpose, there is no issue of lapse.

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
125	DW131	Ewing Road, Town Basin	Aquatic Recreation and Leisure Centre (refer to conditions)	Lot 1 DP 54614 (CT 16B/1383); Pt Lot 1 DP 41681 (CT 22D/869); Lot 2 DP 46136 (CT 1925/86); Lot 1 DP 46136 (CT 1925/85); Pt Lots 1 and 2 Deeds W31 (CT 14D346); Lot 2 DP 112981 (CT 63C/408); Lot 1 DP 51358 (CT 1A/1442); Lot 5 DP 41541 (CT 16B/1384); Lot 2 DP 105346 (CT 58D/161); Lot 1 DP 105346 (CT 58A/651); Lot 3 DP 112981 GNB825290.3); Lot 2 DP 28080 (CT 707/77); Lot 1 DP 112981 (CT 63C/407); Pt Lot 1 DP 41681 (CT22D/863); Lot 2 DP 41681 (CT 1895/58); Pt Lot 3 DP 41681 (CT 1895/59); Lot 38 DP 40737 (Part) (CT 4A/1444)	Town Basin and Living 1	38E 39E	WDC provides notice of its intention to rollover existing designation DW131 into the proposed plan, subject to a s20A minor correction.
126	DW132	Proposed Road Reserve, Spedding Road linking Tikipunga with Kamo Bypass DTNZ 3 as an arterial road	Proposed road Reserve with construction conditions RQ09000042 to ensure the Construction Management Plan and Outline Plan of Works address the mitigation measures	Lots 2, 5 and 9 DP 143700, Sec 1 SO 354925 and Lot 442 DP 46703	Living 1	12E 35E 36E	Designation to be uplifted pursuant to s182.
127	DW133	Waste Transfer Station	Waste Management and Minimisation – collection, reuse,	Pt Allot 70 Parish of Owhiwa and Pt of Lot 2 DP401884	Countryside	16E	WDC provides notice of its intention to rollover existing designation DW131 into

No.	ID	Name and location of Site	Designation Purpose	Legal Description Area	Underlying Environment	Map	Recommended Action
			recovery, recycling, and transfer purposes and associated activities subject to construction conditions				the proposed plan with an extension of time pursuant to Section 184(1)(b).
128	DW134	Water Treatment Plant at 274 Whau Valley Road	Construct, operate and maintain a water treatment plant with conditions	Sec 1 SO493018	Countryside	35	Whangarei District Council provides notice of its intention to rollover existing designation DW134 into the proposed plan.

4.0 Conclusions

- 4.1 The foregoing report details the recommended actions required for the 128 designations included in the Operative Whangarei District Plan that have Whangarei District Council as the requiring authority.
- 4.2 There are 32 designations that have been identified as having lapsed, prior to the drafting of this report, as the purpose of the designation has not been given effect to by Council, as the requiring authority.
- 4.3 Of the 88 remaining designations, it is recommended that 63 be rolled over into the proposed District Plan, subject to minor corrections, alterations and partial uplift.
- 4.4 It is recommended that 31 designations be removed from the District Plan. This is in addition to 8 designations that are currently listed, but have already been removed from the Operative District Plan.
- 4.5 For the reasons noted in Section 1 of this report, it is considered that a resolution is required to be sought from the Whangarei District Council to approve the recommended actions for each Council designation.

6.3 Community Garden Policy - Adoption

Meeting: Council
Date of meeting: 31 May 2018
Reporting officer: Sue Hodge (Parks & Recreation Manager)

1 Purpose

For Council to adopts the Community Garden policy.

2 Recommendation

That the Council adopts the Community Garden Policy .

3 Background

Council occasionally receives requests from community groups to establish community gardens on Council owned or managed properties. A policy has been developed to provide guidelines.

4 Discussion

The Infrastructure Committee reviewed and approved the attached policy in April subject to an amendment of the General Conditions of Occupation clause around permission being granted for three years rather than five years as originally proposed. This amendment has been made to the attached document.

The Infrastructure Committee's delegations do not include the powers to adopt policy.

4.1 Financial/budget considerations

There are no financial considerations from the adoption of this policy.

4.2 Policy and planning implications

The policy has been reviewed by the Strategy Department and they advise it is an external non-statutory policy that does not require public consultation.

5 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy.

6 Attachments

1. Infrastructure Committee Agenda 12 April 2018
2. Resolution – Infrastructure Committee 12 April 2018
3. Draft Community Garden Policy

Community Garden Policy

Meeting: Infrastructure Committee

Date of meeting: 12 April 2018

Reporting officer: Sue Hodge

1 Purpose

To seek approval of a policy that sets out guidelines for the establishment and management of community gardens to ensure that they are in suitable places and are managed to mitigate any nuisance to neighbours.

2 Recommendation

That the Infrastructure Committee approves the Community Garden Policy located at attachment 1.

3 Background

Council occasionally receives requests from community groups to establish community gardens on Council owned or managed properties. Community gardens are generally small-scale, low investment, neighbourhood communal gardening ventures, where the primary purpose is growing vegetables or fruit.

Council generally supports the establishment of Community gardens as they foster social wellbeing through community interaction, they create community pride in public spaces and provide options for those members of the community who lack sufficient private open space to have their own vegetable or fruit gardens.

4 Discussion

To ensure that community gardens are in the right place and well managed Council has developed the attached policy.

The policy requires any proposal to be forwarded by an established management committee. This provides Council officers an opportunity to review the proposal to ensure the proposed site is suitable.

Having a formal management arrangement and systems in place will provide a framework to resolve issues, provide confidence to neighbours on how the garden will operate and ensure training and safety requirements are met and agreed outcomes are achieved.

4.1 Policy and planning implications

The policy has been reviewed by the Strategy Department and they advise it is an external non-statutory policy that does not require public consultation.

5 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy.

6 Attachments

1. Community Gardens Policy
2. Community Gardens Application Form

Infrastructure Committee Meeting Minutes

Date: Thursday, 12 April, 2018
Time: 10:30 a.m.
Location: Council Chamber
Forum North, Rust Avenue
Whangarei

In Attendance

Cr Greg Martin (Chairperson)
Cr Stu Bell
Cr Crichton Christie
Cr Tricia Cutforth
Cr Shelley Deeming
Cr Sue Glen
Cr Phil Halse
Cr Cherry Hermon
Cr Greg Innes
Cr Sharon Morgan
Cr Anna Murphy

Not in Attendance

Her Worship the Mayor Sheryl Mai
Cr Gavin Benney
Cr Vince Cocurullo

Scribe C Brindle (Senior Democracy Adviser)

4.3 Approve Community Garden Policy

Moved By Cr Anna Murphy

Seconded By Cr Sue Glen

That the Infrastructure Committee approves the Community Garden Policy located at attachment 1; subject to to the General Conditions of Occupation clause being amended to 'Permission will be granted for five three years.'

Carried

Confirmed this 10th day of May 2018

Councillor Greg Martin (Chairperson)

Policy title			
Audience (Primary)	External	Parks & Recreation Department	
Policy Author	Sue Hodge	Review date	1 June 2023

Whangarei District Council Policy

Community Garden Policy

Policy
#tbc

Policy title			
Audience (Primary)	External	Parks & Recreation Department	
Policy Author	Sue Hodge	Review date	1 June 2023

Purpose

The purpose of this policy is to provide guidelines for the development of community gardens to ensure that they are established in suitable places and are well managed to mitigate any nuisance to neighbours.

Council occasionally receives requests from community groups to establish community gardens on Council owned or managed properties. Community gardens are generally small-scale, low investment, neighbourhood communal gardening ventures, where the primary purpose is growing vegetables or fruit. Community gardens may have an explicit gardening philosophy, i.e. organic growing, they may be treated as one garden or they may allow participants with individual plots to manage them as they see fit.

Council supports the establishment of Community gardens as they foster social wellbeing through community interaction, they provide opportunities for education on gardening, they create community pride in public spaces and provide options for those members of the community who lack sufficient private open space to have their own vegetable or fruit gardens.

Issues

There can be many issues to consider when establishing a community garden. Sometimes the site may seem suitable to the group initiating the idea but not supported by the immediate neighbours. Also, what might start off as a small-scale garden can enlarge over time as more and more people get involved and this might cause effects not considered at the time of establishment. For this reason, each site needs to be considered on a case by case basis and take into account wider community support.

Without an established management arrangement and agreed terms and conditions it can be difficult to resolve issues, provide confidence to neighbours on how the garden will operate and agree on training and safety requirements to ensure agreed outcomes are achieved.

Policy

Where a community group can form a management committee to run a community garden and where a suitable site can be found, the Council will make public land available for community gardens, subject to agreed criteria and processes.

1. Each garden proposal will be considered on a case by case basis.
2. The Council's role in community gardens is as an enabler and supporter of community garden initiatives, rather than a provider or funder.
3. Community gardens shall be run on a not for profit basis.
4. Community gardens will be drug, alcohol and smoke free and shall comply with any relevant bylaws, policies, rules and regulations.
5. Permission and the terms and conditions to use the land will be formalised through a Memorandum of Understanding (MOU) between the two parties. Permission will be for a fixed term with the Council retaining the right to terminate the agreement if; it is not well utilised, there are continued breaches of the MOU or the land is required for another purpose.

Procedures, Processes, Standards & Guidelines

Establishment

Community gardens must be established by a management committee. Council will not enter into an agreement for a community garden with an individual.

Prior to a community garden being established:

- A management committee must submit a written proposal including evidence of consultation with potentially affected neighbours

Policy title			
Audience (Primary)	External	Parks & Recreation Department	
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- Council officers must assess the merits of the proposal in accordance with the agreed criteria and level of community support
- If required, public notification or consultation required under the Reserves Act 1977, the Local Government Act 2002 or any other relevant legislation must be completed.
- The MOU shall be signed by the Manager Parks & Recreation prior to the garden being established

Funding

It is the responsibility of the management committee to secure funding for its community garden.

General Conditions of Occupation

Permission will be granted for a period of three years. Extensions of this permission will require approval of the Manager Parks and Recreation.

Signage, fencing, garden furniture or other structures must be approved by the Manager Parks and Recreation prior to construction.

Maintenance of the community garden and any improvements to the site, including signage, fencing, garden furniture or features will be the responsibility of the management committee and shall be maintained to the satisfaction of the Manager Parks and Recreation.

On disestablishment of the community garden, the management committee is responsible for the reinstatement of the public open space to the satisfaction of the Manager Parks and Recreation.

Public Open Space Values

The Council will seek to maintain the public use and open space values of any land used for a community garden.

The location of community gardens within public open space should consider and be compliant with the primary function of that public open space and its associated uses and users. Community gardens will be located to minimise potential conflict with other uses and users.

The Council will consider the safety of sites by applying CPTED (Crime Prevention through Environmental Design) principles.

Public Access

As a general principle, where possible, public access will be encouraged. Management committees for community gardens should have open membership. However, a management committee may restrict membership numbers to a size appropriate to the site. Public access through community gardens will be addressed in the MOU.

Council's Responsibilities

The Council will maintain a contact database for all community gardens and notify representatives when there are planned works that may affect the community garden operation.

Council will undertake health and safety audits as required

Policy title			
Audience (Primary)	External	Parks & Recreation Department	
Policy Author	Sue Hodge	Review date	1 June 2023

Contents of a Proposal

A proposal to establish a community garden should include the following:

1. Purpose of the proposed garden.
2. Identification of a liaison person.
3. Benefit of the garden to the local area and community, including who will benefit from the produce.
4. Processes for decision making, consultation, problem solving, conflict resolution, training and safety induction of new members.
5. Requirements from the Council (if any)
6. A map or aerial photograph showing the proposed extent of the community garden and any proposed locations for structures and storage.
7. Hours of operation.
8. A management plan that covers:
 - a. Management of vandalism, security and safety.
 - b. Gardening techniques proposed.
 - c. Mowing and general maintenance.
 - d. Weed and pest control, composting and waste management
 - e. Water access and water management
 - f. On site storage of equipment, fertilisers, chemicals
 - g. Health and safety.
 - h. Details of any buildings or structures proposed.
 - i. Signage.
 - j. How noise, smoke and odour issues will be managed and contained
 - k. Other activities proposed e.g. hangi, social gatherings.
 - l. How the site will be re-established should the management committee be disestablished

Assessment criteria

Criteria to assess the likely success of any proposal to locate community gardens on public open space will include:

1. Whether the site is suitable for a successful community garden. These include aspect, topography, soils and soil toxicity, the presence of other vegetation, exposure/shelter and flooding potential.
2. Whether health and safety issues, such as poor access or lighting, steep or eroded banks, unfenced watercourses or previously contaminated sites or landfills, can be addressed.
3. Whether the location allows good access to the site for community groups or individuals.
4. Whether the location has good access to site infrastructure such as water, drainage and transport.
5. The site's compliance with any regulations or development controls, including the site's zoning, classification and management plans prepared under the Reserves Act 1977, where applicable.
6. Whether the proposed community garden would enhance the social amenities and economic wellbeing of the neighbourhood, and whether it will be supported and used by nearby residents.
7. Whether the space is suitable for other uses.
8. Potential conflict with adjoining land uses.
9. Consideration of the views of affected parties including neighbours.

Policy title			
Audience (Primary)	External	Parks & Recreation Department	
Policy Author	Sue Hodge	Review date	1 June 2023

Adoption

This Policy has been approved for adoption by Council Resolution on 31 May 2018

Manager Parks & Recreation

Date

Group Manager Infrastructure

Date

DRAFT

6.4 Ted Elliott Memorial Pool Complex Agreement 2001 Legal Opinion and Whangarei Aquatic Centre Lease

Meeting: Whangarei District Council

Date of meeting: 31 May 2018

Reporting officer: Heather Osborne (Infrastructure Planner, IPCW) and Sue Hodge (Parks and Recreation Manager)

1 Purpose

To advise that Council are legally bound by the terms of the Ted Elliott Memorial Pool Complex Agreement 2001 (the Agreement) and to request that Council proceed by approving the grant of a lease of the Aquatic Centre to Sport Northland, as per the terms of the Agreement.

2 Recommendation/s

That Council approves the lease of the Recreation Reserve (Section 1 SO 482411), on which the Whangarei Aquatic Centre is located, to Sport Northland, for \$1.00, for a period of 33 years, with two 33 year rights of renewal.

3 Background

The Agreement between Whangarei District Council (Council) and Sport Northland, dated 15 November 2001 (Attachment 1), stipulates that Council will enter into a lease with Sport Northland for \$1.00, for a period of 33 years, with two 33 year rights of renewal.

At the Council meeting of 22 February 2018, resolution was sought to approve the lease of the Recreation Reserve (Sec 1 SO 482411), on which the Whangarei Aquatic Centre is located, to Sport Northland, for \$1, for a period of 33 years, with two rights of renewal.

However, there were concerns raised at this meeting about the lack of flexibility provided for in the lease, with rights of renewal totalling 99 years in duration. An amendment was moved that the Whangarei District Council lease the Recreation Reserve to Sport Northland for a period of 33 years only. A procedural motion was then moved that the item being discussed lie open on the table, to allow time to seek a legal opinion on whether Council are bound by the terms of the Agreement.

4 Discussion

Council's obligation to comply with the terms of the Agreement has been reviewed by Council's Senior Legal Advisor, Kathryn Candy, and Graeme Mathias of Thomson Wilson

Law. The legal opinion obtained confirms that Council are bound by the terms of the Agreement.

The only avenue to amend the terms of the lease would be by agreement with Sport Northland, who are under no obligation to agree with any proposed amendments.

Sport Northland have been contacted and have confirmed that the decision on whether to allow for the terms of the lease to be amended would be required to be heard by their board. However, given the context of the original agreement, it is considered unlikely that any amendments would be viewed favourably by the board.

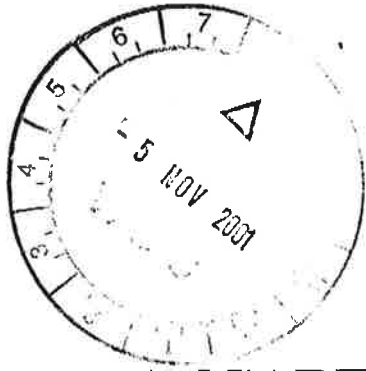
As such, it is further recommended to proceed with the resolution sought at the Council meeting of 22 February 2018, to approve the granting of the lease to Sport Northland for \$1.00, for a period of 33 years, with two 33 year rights of renewal.

5 Significance and engagement

The decisions and matters of this agenda do not trigger the significance criteria of Council's Significance and Engagement Policy and the public notice of the proposed lease agreement was advertised between the 29/11/2017 to 15/01/2018 without any submissions being received.

6 Attachments

1. Ted Elliott Memorial Pool Complex Agreement of 15 November 2001.
2. Proposed Lease to Sport Northland.



THE WHANGAREI DISTRICT COUNCIL

("the Council")

and

SPORT NORTHLAND

("Sport Northland")

**TED ELLIOTT MEMORIAL POOL
COMPLEX AGREEMENT**

AGREEMENT dated the 15 day of NOVEMBER 2001.

PARTIES

1. **THE WHANGAREI DISTRICT COUNCIL** ("the Council")
2. **SPORT NORTHLAND** ("Sport Northland")

INTRODUCTION

Whereas:

- A. The Council is the owner of certain properties situated at Riverside Drive/Ewings Road, Whangarei adjacent to the Hatea River upon which outdoor and indoor swimming pool facilities have been constructed.
- B. Sport Northland is a trust constituted for the purpose of (inter alia) managing and developing sports facilities.
- C. The Council has been considering alternative means of managing its pool facilities at Riverside Drive/Ewings Road with a view to ensuring that the maximum public usage is made of such facilities and that such are further developed to promote increased public use.
- D. Council is to transfer these pool facilities and to lease the land upon which such are situated to Sport Northland to enable Sport Northland to take over the management and future development of the pool facilities so as to facilitate the promotion, use and development of the pool facilities for the benefit of the public.

1.0 DEFINITIONS AND INTERPRETATIONS

Definitions

- 1.1 In this agreement, unless the context otherwise requires:

"Commencement Date" means the 1st day of November 2001.

"Council" and "the Council" means the Whangarei District Council.

"Sport Northland" means Sport Northland.

"The Land" means the land owned by the Council as detailed in Schedule 1 to this agreement.

"The management contract" means the agreement between the Council and Community Leisure Maintenance Limited dated 15 February 2000 annexed as Annexure A to this agreement.

"The pool facilities" means the swimming pools, buildings and other assets detailed in Schedule 2 to this agreement.



"The Term" means the period of the lease, including any renewal thereof, as detailed in clause 4.1 hereof.

Interpretation

1.2 In this agreement:

- (a) Where the context permits, the singular includes the plural and vice versa;
- (b) References to any **"party"** means a party to this agreement and includes the successors, executors, administrators and permitted assignees (as the case may be) of that party;
- (c) References to clauses, and to any attachments, schedules and annexures are references to clauses in, and to the attachments, schedules and annexures to, this agreement, unless stated otherwise;
- (d) Where the context permits, references to a **"person"** include an individual, firm, company, corporation or unincorporated body of persons, any public, territorial or regional authority, any government, and any agency of any government or of any such authority;
- (e) An obligation to do any positive act pursuant to this agreement shall include also an obligation not to omit to do anything reasonably required for the proper performance of that act.

2.0 PURPOSE OF AGREEMENT

- 2.1 Council as the owner of the land and the pool facilities is to transfer the pool facilities and lease the land to Sport Northland to enable Sport Northland to be responsible for the continuing management of the land and the pool facilities and their further development as public swimming facilities.
- 2.2 Sport Northland will take on the responsibility of the current management and development of the land and the pool facilities to ensure their current usage and will actively pursue a programme to upgrade the pool facilities to facilitate increased public use.

3.0 TRANSFER OF THE POOL FACILITIES

- 3.1 In consideration of payment by Sport Northland of the sum of \$1.00 to the Council (the receipt of which sum is hereby acknowledged) the Council hereby transfers to Sport Northland the pool facilities such transfer to take effect from the commencement date.

4.0 LEASE OF THE LAND

- 4.1 From the commencement date the Council will lease the land to Sport Northland for thirty three (33) years from the commencement date such lease to be on the same terms and conditions as are contained in the lease by which Sport Northland leases land from



the Council at Kensington Park (mutatis mutandis) amended to ensure the lease complies with the requirements of the Reserves Act 1977 with such lease to include two (2) rights of renewal of 33 years each.

5.0 SPORT NORTHLAND'S OBLIGATIONS

5.1 For the term Sport Northland shall:

- (i) Undertake the obligations of the Council, other than as provided for herein, under the management contract.
- (ii) Be responsible for the future management, administration and development of the pool facilities.
- (iii) Pursue the upgrading of the pool facilities as hereafter provided.
- (iv) Commence an upgrade of the pool facilities along the lines of the aquatic leisure facility as depicted in the concept plan attached hereto as Annexure B subject to adequate funding arrangements being finalised.
- (v) Pursue all possible sources of funding other than from the Council to enable the implementation of this future development of the pool facilities in terms of this concept plan so as to minimise as much as possible the financial commitment to such development as would otherwise be required from the Council.
- (vi) Manage the pool facilities so as to enhance, promote and maximise their usage by and for the public of the district administered by the Council.
- (vii) Be responsible for all managerial, operational and contractual obligations entered into with respect to the management, operation and development of the pool facilities from the commencement date for the term.
- (viii) Apply all funding howsoever received by it in relation to the pool, such including all moneys payable to it by the Council pursuant to the Council's obligations under clause 6 hereof, together with all revenues generated by the use of the pool facilities towards the management, administration, development and upgrading of the pool facilities. This subclause shall not apply to funds paid to Sport Northland pursuant to clause 6.1(x).

6. THE COUNCIL'S OBLIGATIONS

6.1 For the term the Council shall:

- (i) Assign its obligations under the management contract to Sport Northland.
- (ii) Grant a lease of the land to Sport Northland in terms of clause 4.1 hereof.
- (iii) Pay to Sport Northland all moneys that would otherwise be payable to Community Leisure Management Limited under the management contract providing always that such liability to fund that company will reduce to the extent



by which the upgrading of the pool facilities generates additional revenue over and above fixed costs.

- (iv) Pay to Sport Northland any costs constituting deferred maintenance costs with respect to the pool facilities where such are deferred maintenance costs not otherwise the responsibility of the contractor under the management contract such deferred maintenance costs including any or all decommissioning of equipment and any or all replacement of equipment or services for the pool facilities for such period as coincides with the duration of the management contract provided always that such depreciation fund as is maintained by the Council at the date of this agreement in respect of the pool facilities shall remain the property of the Council.
- (v) Meet all costs with respect to the management and maintenance of the pool facilities during the term of the management contract where such costs are not otherwise covered by the management contract.
- (vi) From the termination of the management contract meet all costs (including deferred maintenance and other maintenance costs with respect to the pool facilities) where such are not otherwise payable or recoverable providing always that the Council's liability under this subclause shall be subject to the prior written approval of the Council.
- (vii) To provide funding of at least 40% of the cost of the proposed upgrade of the pool facilities in terms of the concept plan attached as Annexure B provided always that the Council approves of such capital expenditure before any binding obligations with respect thereto are entered into by Sport Northland.
- (viii) For the term of the lease, and any renewal thereof, maintain all areas of open space outside the physical boundaries of the pool facilities for so long as such areas of open space remain as areas of open space providing always that such areas will be available for unrestricted public usage.
- (ix) From the termination of the management contract for the balance of the term of the lease and any renewal thereof maintain all carparks on the land provided always that such carparks will be available for unrestricted public usage.
- (x) Pay to Sport Northland a sum to compensate it for the costs of the administration of the pool facilities (such including, but not limited to, accounting, costs of general administration and monitoring, insurance and project development oversight) together with a margin thereon equating to 10 percent of such costs with the quantum of such compensation to be paid by the Council being as agreed between the parties and failing agreement as fixed by reference to the dispute resolution process set out in clause 13 of the agreement.



7.0 OPERATIONAL MANAGEMENT

- 7.1 As part of the management of the pool facilities a management committee ("the committee") shall be established such to be responsible for the use of the pool facilities as they now exist and as they may be developed and operated.
- 7.2 The committee shall consist of seven persons such to be appointed as follows:
- (i) Two nominees of the Council.
 - (ii) Two nominees of Sport Northland.
 - (iii) Three nominees of the user groups of the pool facilities.
- 7.3 Appointment of the three nominees of the user groups of the pool facilities will be made by agreement between the Council and Sport Northland following receipt of nominations from the user groups of the pool facilities.
- 7.4 The nominees of the user groups shall be subject to review every two years by the Council and Sport Northland with any review being undertaken on the same basis as that by which the initial nominees of the user groups of the pool facilities are to be appointed to the committee.
- 7.5 The operation of the committee shall be sourced and funded by Sport Northland out of revenues generated by the operation/management of the pool facilities subject to the Council maintaining its funding obligations under the management contract. The committee in setting directions and policies by which Sport Northland is to develop and operate the pool facilities will do so on the basis that the pool facility is one designed for the public of the Whangarei district generally and to the greatest extent possible it is envisaged that the programmes and services particularised in clause 7 of the management contract are to be preserved, maintained and enhanced to ensure that all users are adequately and properly provided for.

8.0 ADDITIONS OR ALTERATIONS

- 8.1 Sport Northland may undertake such alterations and additions to the pool facilities during the term as it may wish providing always if funding arrangements for such alterations and additions require input from the Council its prior consent will be obtained in writing.
- 8.2 Neither party shall be obligated to agree to any alterations or additions.

9.0 INSURANCE

- 9.1 Sport Northland shall be responsible for and shall maintain such insurance as it shall deem necessary to insure the pool facilities for their full replacement value against loss, damage or destruction by fire, earthquake, fire consequent upon earthquake, and against



such other risks as Sport Northland may deem necessary or desirable including, but not limited to;

- (a) Loss, damage or destruction of windows and other glass; and
- (b) Adequate public risk cover;

Provided always that premia for such insurance cover(s) shall be recoverable from the Council if not otherwise recoverable from the operation and management of the pool facilities by Sport Northland.

10.0 SPORT NORTHLAND'S INDEMNITIES AND LIMITATIONS ON LIABILITY

Sport Northland to Occupy Pool Facilities at Own Risk

- 10.1 Sport Northland shall occupy and use the pool facilities at Sport Northland's risk, and Sport Northland releases the Council (to the fullest extent permitted by law) from all claims and demands of any kind, and from all liability which may arise in respect of any accident, damage or injury occurring to any person or property in or about the pool facilities.

Damage to Property in Pool Facilities

- 10.2 The Council shall have no obligation or liability for any loss of, or damage to, anything that may be in the pool facilities, nor shall the Council be under any obligation or liability to Sport Northland in respect of any loss, damage, cost or expense incurred by Sport Northland or any other person arising out of Sport Northland's management or occupancy of the pool facilities, except where it has been caused by or results from the Council's neglect or failure to comply with any obligation imposed on the Council under this agreement, and where the Council is not discharged from liability pursuant to any other provision of this agreement.

11.0 ASSIGNMENT

- 11.1 Save only to reserve to Sport Northland the right to assign its interest under this agreement to another charitable trust established for the same objectives and purposes and having the same aims as Sport Northland where such organisation has been established to enable Sport Northland to more satisfactorily meet its aims and objectives this agreement may not be assigned to another party.

12.0 DAMAGE OR DESTRUCTION

Destruction of Pool Facilities

- 12.1 If the pool facilities are destroyed or damaged to the extent of being incapable of repair or reinstatement then this agreement shall at once cease and terminate without right or claim by Sport Northland or the Council for compensation or damages because of such termination.



Damage to Pool Facilities

- 12.2 If, during the term, the pool facilities are damaged, but not so as to render them incapable of repair or reinstatement all insurance money received in respect of such damage shall be applied, for repairing or reinstating the pool facilities.

13.0 DISPUTE RESOLUTION

- 13.1 Should any dispute or disagreement whatsoever arise between the parties touching any matter under or relating to this agreement or if the parties shall fail to agree on any matter on which they are required by the terms of this agreement to agree any such dispute or difference or failure to agree shall be defined by notice by the party raising it to the other party and shall forthwith be discussed (on a "without prejudice" basis) by the parties in an attempt to resolve their difference amicably.

All discussions as to any matter in dispute relating to this agreement shall be held in such place as shall be appropriate and most convenient to the parties.

- 13.2 If it appears that the matter cannot be resolved after initial discussion the parties are to adjourn for at least two days and then again attempt to resolve the matter by discussion.
- 13.3 Only after discussion between the parties fails to produce agreement between them on the matter in dispute shall the matter be referred to arbitration in terms of the remaining provisions of this clause PROVIDED HOWEVER that, if a period of one (1) calendar month elapses from the date of service of a notice defining a dispute, such dispute may thereafter be referred by any party to arbitration in terms of the remaining provisions of this clause.
- 13.4 Subject to Clause 13.3 thereof any matter in dispute between the parties hereto, or any person claiming under or through any of the parties hereto, shall be determined by arbitration. Any referral to arbitration may be made by any party to the dispute and the matter so in dispute shall be determined by a sole arbitrator whose decision shall be final and binding upon the parties in all respects. The appointment of a sole arbitrator shall be agreed upon by the parties within seven (7) days of the referral first being made and, if not so agreed, shall be determined by the president for the time being of the Auckland District Law Society or someone appointed by him or her for such purpose. The arbitrator shall be, and is, hereby charged with determining matters at issue as expeditiously as is practical in the circumstances and in this regard the arbitrator shall in his or her complete discretion determine the venue and all procedural matters.

14.0 NOTICES

- 14.1 Any written notice (which, for the purposes of this agreement, shall include any request, instruction, report of any other communication to be given in written form) required to be given pursuant to this agreement shall (without limitation to any other means of giving notice) be deemed validly given if:



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- (a) Delivered by hand or sent by facsimile transmission (provided that the sender's facsimile machine confirms transmission to the intended recipient) to the intended recipient's physical address or facsimile number, as set out hereunder (or to such other physical address or facsimile number as the intended recipient shall notify the other party by written notice from time to time);

The Whangarei District Council
 Forum North
 Rust Avenue
 Whangarei
 Facsimile No. (09) 438 7632

Sport Northland
 Northern Advocate Building
 Water Street
 Whangarei
 Facsimile No. (09) 430 3479

- (b) Signed by:
- (i) A director of Sport Northland, or the pool facilities Manager, in the case of a notice to be served on the Council; or
 - (ii) The Council's General Manager or a duly appointed nominee in the case of a notice to be served on Sport Northland.

15.0 GENERAL

Costs

- 15.1 The Council shall meet its own legal costs and the reasonable legal costs of Sport Northland in respect of the preparation and completion of this agreement.

Partial Invalidity

- 15.2 Should any part of this agreement be or become void, or shall be voidable and shall be avoided, such part shall be deemed deleted from the remainder of this agreement, which remainder shall continue to be enforceable to the fullest extent permitted by law.

Variations

- 15.3 No variation to this agreement shall be valid or binding on the parties unless in writing.

Not Binding Until Executed

- 15.4 This agreement shall not be binding on the parties until it has been duly executed by all the parties.



16.0 TERMINATION

16.1 This agreement shall terminate at the time or at any time thereafter if Sport Northland:

- (i) shall make or enter into or endeavour to make or enter into any composition assignment or other arrangement with or for the benefit of Sport Northland's creditors; or
- (ii) is made or declared to be insolvent or bankrupt or placed, put into or voluntarily goes into liquidation; or
- (iii) ceases to operate.

16.2 In the event that the Council considers that Sport Northland is in breach of its obligations under this agreement then the Council may give notice to Sport Northland of such breach, the action that the Council requires to be taken to remedy such breach and the time frame within which such remedy is to be effected. In the event that Sport Northland does not accept all or any part of any such notice issued by the Council then Sport Northland shall within seven (7) days initiate the dispute resolution procedure as set out in clause 13 of this agreement.

16.3 In the event that Sport Northland does not initiate the dispute resolution procedure as set out in clause 13 or such having been initiated the determination of such process is to uphold, either in whole or in part, the notice of the Council then the Council may serve a further notice on Sport Northland giving it thirty (30) days within which to implement the terms of its notice (where the dispute resolution procedure has not been initiated) or the decision as reached following the exercise of the dispute resolution procedure. If at the expiry of this thirty (30) day period Sport Northland has failed to rectify such breach then this agreement shall thereupon be determinable by the Council.

16.4 In the event that Sport Northland considers that the Council is in breach of its obligations under this agreement to and/or refuses to fund future maintenance and upgrades of the pool facilities or in the event of Sport Northland being unable to secure funding for such future maintenance or upgrades then Sport Northland shall have the right to terminate this agreement upon giving three (3) months notice in writing to the Council.

16.5 In the event that this agreement terminates for any reason, whether in terms of clause 16 of this agreement or not, then upon such termination Sport Northland and the Council will transfer the pool facilities to such other charitable trust which has aims and objectives either the same as or similar to those of Sport Northland such trust to be nominated by the Council.

17.0 REPORTING

17.1 During the term Sport Northland shall:

- (i) Keep accurate accounts and records of all income and expenditure in its management of the pool facilities.

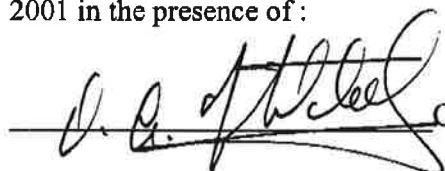


- (ii) Forward to the Council copies of all reports received by it from the contractor under the management contract and from any other contractor appointed at a future date to manage the pool facilities under any other management contract(s).
- (iii) Within 90 days of the end of its financial year forward to the Council a copy of its annual financial statement.

EXECUTION

THE COMMON SEAL of THE)
 WHANGAREI DISTRICT)
 COUNCIL was hereto affixed)
 pursuant to Standing Order 4.5.2)
 this 31st day of October)
 2001 in the presence of :



 Council Secretary

THE COMMON SEAL of)
 SPORT NORTHLAND was)
 affixed in the presence of :





SCHEDULE 1

Land owned by the Council upon which the pool facilities are located

- (i) 1.0425 hectares more or less being part Lot 1 DP 54614 and being part Lot H Section 3 Block IX Whangarei Survey District – CT 16B/1383
- (ii) 455 square metres more or less being part Lot 1 DP 41681 – CT 22D/863
- (iii) 1963 square metres more or less being Lot 1 DP 46136 - CT 1925/85
- (iv) 2963 square metres more or less being Lot 2 DP 112981 – CT 63C/408
- (v) 4474 square metres more or less being Lot 1 DP 105346 – CT 58A/651
- (vi) 136 square metres more or less being part Lots 1 and 2 Deeds Plan W31 – CT 14D/346



SCHEDULE 2

The swimming pools, buildings and other assets constituting the pool facilities vacated on the land

The buildings and outdoor swimming pool located at 5 Riverside Drive
 The indoor heated swimming pools and the building encompassing such pool situated at 5 Ewing Road
 Pressure Filter Tanks
 Submersible Pumps
 2.5 hp Chlorine Pumps
 S/s Slurry Tanks and Agitat
 Rotor Meters
 De Dosing Pumps
 Rinnai Water Heater
 Vacuum Cleaners – Submers
 Aquatherm Furnaces (Boile)
 Heat Pumps
 S/s Spa Pool Systems
 De Filter System
 Electric Motor – Pumps
 Air Ventilation Plant &
 Sml Air-condition Plant – Exh
 Olympic/Heated Pools Plan
 Macball Pool Cover W/fra
 Ice Aire Freezer
 Aquarun
 Hot Water Blaster
 Macball Pool Cover
 Vacuum Cleaner
 Entry and Exit System
 Pool Upgrade Moder maintenance
 Phillips Microwave Oven
 Cash Register Dimock
 Publicv Address System Phi
 TPG Pentium 75 PC
 Start SP212 Receipt Printer
 Alpha 20 Hand Scanner
 HP Deskjet 600
 Omron 17P EFTPOS terminal
 Kaiyo Pentium
 Kaiyo Pentium-120
 Agiphon 200 Payphone
 Recond SBX6 PABX
 Kaiyo Pentium
 10 x 2 Tier Lockers
 Address System

ANNEXURE A

TED ELLIOTT MEMORIAL POOL COMPLEX WHANGAREI

AGREEMENT made this

15th

day of

February

2000
1999BETWEEN THE WHANGAREI DISTRICT COUNCIL ("the Council")A N D COMMUNITY LEISURE MANAGEMENT LIMITED ("the Contractor")

RECITALS

- A. Council is the owner of the swimming pool facility situated at Ewings Road, Whangarei adjacent to the Hatea River such comprising both an outdoor and an indoor group of pool facilities ("the pool complex")
- B. The Council has accepted the tender by the Contractor to act as the Manager of the pool complex such management to be under the terms of this agreement.
- C. The Council and the Contractor agree that the Contractor shall from the 1st day of January 1999 take on the management of the pool complex on the terms and conditions herein set out.

1. Term

- .1 Subject to the following provisions of this agreement the management contract hereby entered into shall be for a term of five (5) years commencing on the 1st day of January 1999.



- .2 If the Contractor has not been in breach of this agreement and has given to the Council written notice of its wish to renew this agreement at least three (3) calendar months before the end of the term then the Council will renew the agreement for a further term of five (5) years from the 1st day of January 2004 **PROVIDED ALWAYS** that the parties are able to agree on the terms and conditions upon which such contract is to be renewed.

2. Consideration

- .1 While the Contractor shall during the term be entitled to all revenue generated by the operation of the pool complex the Council shall in addition thereto make the following payments to the Contractor during the term:

- (i) For the first year of the term the sums of :

(a) \$240,000.00 (exclusive of goods and services tax) such to be paid by 12 equal calendar monthly payments with the first of such payments to be made on the 1st day of January 1999 and on the first day of each month thereafter; and

(b) \$30,000.00 (exclusive of goods and services tax) such to be used solely on the maintenance of the pool complex such being payable by 12 equal calendar monthly payments with the first of such payments to be made on the 1st day of January 1999 and on the first day of each month thereafter.

- (ii) For the remaining four years of the term such sums as shall be determined by the Council providing always that such sums shall not exceed the amounts payable during the first year of the term with such payments to be annually reviewed by the Council. In the



event that the sums as shall be determined by Council for the remaining four (4) years of the term are determined at amounts less than that payable during the first year of the term as provided for hereby the contractor can dispute such determination(s) and refer the same to review by way of arbitration pursuant to clause 26 hereof **provided always** that on such review the amounts payable by the Council shall not be determined at a sum or sums which would exceed the amount payable during the first year of the term.

- .2 If during the term the existing outdoor pool is used the Council shall reimburse the contractor for water loss from the use of such pool to a maximum sum of \$10,000.00 per four month summer season during which such pool might be open for use providing always that the liability of the Council under this provision shall cease if the existing leak or leaks resulting in water loss from the existing outdoor pool is/are fixed. The Contractor acknowledges that this sum has been determined on the basis that the outdoor pool is open and used for the whole of any summer season, such extending from the 1st of November in any one year through to the 28th of February in the following year. In the event that the outdoor pool is used for part only of such a season then the sum payable by Council to the Contractor pursuant to this provision shall be rebated on a per diem basis calculated on the basis of the number of days that such pool is full and potentially subject to water loss as against those days which it could have been used if open for the whole of such a season.

3. Outgoings

- .1 The Contractor shall be subject to all outgoings for the pool complex during the term such including but not being limited to -
- (i) Rates or levies payable to any local or territorial authority.



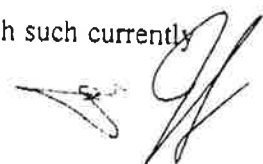
- (ii) Charges for water, gas, electricity, telephones and other utilities or services.
- (iii) Rubbish collection charges.
- (iv) New Zealand Fire Service charges and the maintenance charges in respect of all fire detection and fire fighting equipment.
- (v) Insurance premiums and related valuation fees.
- (vi) Service contract charges for air conditioning and other building services.
- (vii) Cleaning maintenance and repair charges including charges for repainting, decorative repairs and the maintenance and repair of building services to the extent that such charges do not compromise part of the cost of a service maintenance contract, but excluding charges for exterior painting and structural repairs to the building (minor repairs to the roof of the building shall not be a structural repair).
- (viii) The provisioning of toilets and other shared facilities.
- (ix) The cost of ground maintenance i.e. lawns, gardens and planted areas including plant hire and replacement.
- (x) The costs incurred and payable by the Council in supplying to the territorial authority a building warrant of fitness and obtaining reports as required by Section 45 of the Building Act 1991.
- (xi) The costs incurred in the marketing and promotion of the pool complex.
- (xii) The costs of all chemicals required in the operation of the filtration and cleaning systems applicable to the pool complex.
- (xiii) All staff training and uniforms.
- (xiv) All security costs.
- (xv) All administrative costs including accounting, computer operation costs, provision of stationary, printing and postage.

4. Responsibilities of the Contractor

.1 The Contractor shall :



- (i) Devote such time, attention and energy to the management of the pool complex as is required providing always that during the term of this contract the Contractor is not precluded from engaging in other business activities.
- (ii) Be responsible for the day to day administration of the pool complex so that it is put to maximum use.
- (iii) In a proper and workmanlike manner and to the reasonable requirements of the Council
 - (a) Keep and maintain the interior of the pool complex including the Council's fixtures and fittings in the same clean order repair and condition as they were in at the commencement of this lease and will at the end or earlier determination of the term quietly yield up the same in the like clean order repair and condition. In each case the Contractor shall not be liable for fair wear and tear arising from reasonable use or damage by fire earthquake flood storm act of God inevitable accident or any risk against which the Council is insured unless the insurance moneys are rendered irrecoverable in consequence of any act or default of the Contractor or the Contractor's agents employees contractors or invitees.
 - (b) Repair all glass breakages and breakage or damage to all doors windows light fittings and power points of the pool complex and shall keep that portion of the electrical system of the pool complex from the switchboard to all power outlets in good operating condition.
 - (c) Make good any damage to the pool complex caused by improper careless or abnormal use by the Contractor or those for whom the Contractor is responsible.
 - (d) Keep and maintain all car parks pavings and other sealed or surfaced areas in the same order and repair in which such currently



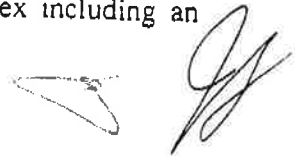
appear. Such current order and repair being as shown in the photograph/photographs of the carparks, pavings and the sealed or surfaced areas as is/are annexed hereto.

- (e) Keep all the grounds yards and surfaced areas in a tidy condition and maintain any garden or lawn areas in a tidy and cared for condition.
 - (f) Keep and maintain the storm or waste water drainage system including downpipes and guttering clear and unobstructed.
 - (g) Carry out such works to the pool complex as the Council may require in respect of which outgoings are payable by the Contractor.
- (iv) Regularly cause all rubbish and garbage to be removed from the pool complex and will keep any rubbish bins or containers in a tidy condition. The Contractor will also at the Contractor's own expense cause to be removed all trade waste boxes and other goods or rubbish not removable in the ordinary course by the local authority.
- (v) Daily clean the pool complex including the yards and grounds.
- (vi) Be responsible for such maintenance and repair work as shall be necessary to enable the pool complex to be issued with a building warrant of fitness as required by Section 45 of the Building Act 1991. The Contractor has the right to request Council assistance for any major structural works that may be required to gain a warrant of fitness.

5. Accounts and Records

.1 The Contractor shall :

- (i) Keep accurate accounts and records of all expenditure incurred and receipts received in its management of the pool complex including an



accurate record of all bookings and use of the complex including the use of all vending machines installed in the pool complex.

- (ii) Within 30 days of the end of each three monthly period and within 60 days of the end of each year during the currency of this agreement and within 60 days of its expiry deliver to the Council a detailed report and statement summarising activities and events which have taken place in the pool complex during that preceding quarter, accounts of income and expenditure and accounts as to how the maintenance sum has been expended.

- .2 In addition to the above reporting the Contractor will develop a regime of regular reporting so as to inform the Council on performance as measured by visitor numbers, programme development, customer satisfaction, significant events, asset maintenance and financial performance.

6. Health Safety and Quality Assurances

- .1 The Contractor will develop a model of quality assurance to ensure that all operating systems in the pool complex are robust and that hygiene safety and service standards can be maintained to satisfactory levels.
- .2 The Contractor shall develop a health and safety plan to be approved to the requirements of the Department of Labour. The plan will cover the following key points:
 - (i) Identifying hazards;
 - (ii) Establishing hazard control;
 - (iii) Staff training;
 - (iv) Accidents and near-miss accident reports;
 - (v) On going monitoring of health and safety;
 - (vi) Health and safety for all contractors;
 - (vii) Health and safety guidelines for visitors;

(viii) Emergency procedures and training.

.3 The Contractor will develop a service performance agreement to cover customer care such to include :

- (i) Regular monitoring of customer satisfaction levels.
- (ii) Opportunities for customer input into the operation of the pool complex and its programmes with a follow up given to all customers making serious suggestions.
- (iii) Regular reviews of the needs of the Whangarei District to monitor trends and demands so that programmes reflect such factors.
- (iv) Development of focus groups to enable the Contractor to obtain a clear picture of community perceptions of the pool complex.
- (v) Feedback from customers on the value of the programmes offered in the pool complex.
- (vi) Staff training in customer service including communication skills, telephone and reception procedures, programme delivery, dealing with special needs groups and the use of all systems.

.4 The Contractor covenants that the guidelines for pool supervision as established by the Hillary Commission will be maintained at all times when the pool complex is open for public attendances.

7. Programmes and Services

.1 The Contractor shall honour all the following existing contracts and bookings made by the Council at the pool complex:

- (i) Kingfish Aquatics Aquarobics
- (ii) Arthritis Foundation
- (iii) Canoe Polo
- (iv) Elderly Exercise
- (v) Master Club

- (vi) M.S. Society
- (vii) Whangarei Swim Club
- (viii) Underwater Hockey
- (ix) Fifties Forward Club
- (x) All other existing contracts or bookings not hereinbefore identified.

.2 The Contractor will seek to develop a range of programmes which ensure that the pool complex is responsive to the leisure needs of the Whangarei District and that it is used to its capacity. Particular attention will be paid to the scheduling of programmes to allow different members of a family to attend simultaneous activities.

.3 In addition to the existing programmes which are to be maintained the Contractor will look to develop the following activities :

- (i) Recreational swimming.
- (ii) Swim schools including learning to swim, squad coaching, competitive squad coaching and school water confidence and water safety programs.
- (iii) Use by the Whangarei Swimming Club.
- (iv) Extending programmes offered to disability groups.
- (v) Use of the pool complex by the 50's Forward Club.
- (vi) Promotional events.
- (vii) Family evenings.
- (viii) Use by school.
- (ix) Local business outings.
- (x) Training and safety courses.
- (xi) Scuba diving training.
- (xii) Outdoor activities compatible with the pool complex.
- (xiii) Aquarobics.
- (xiv) School holiday programmes.
- (xv) Leisure activities appropriate for the pool complex.



- .4 The Contractor may set charges for admission to the pool complex at a rate not exceeding \$3.50 per adult and \$2.00 per child under the age of 15 years with any increase in such charges to be subject to approval by the Council. The Contractor will advise the Council of all other charges to be made by it for the use of the pool complex and of any changes to such charges. The Council and the Contractor will negotiate any review of the scale of charges each year providing always that no increase in charges will be approved so as to take effect prior to the 1st of January of the following year of the term.

8. Marketing

- .1 The Contractor shall actively promote the pool complex and in so doing will prepare a marketing plan to guide the long term marketing of the pool complex and to identify principal community needs to be met and target those markets within the Whangarei District.
- .2 The pool complex will be promoted through existing users including schools, clubs and community groups and with local newspapers and by means of regular leaflet drops. Every effort will also be made to generate free promotional opportunities wherever possible.

9. Staff

- .1 During the term of this agreement the Contractor shall employ sufficient qualified staff to ensure the safe and effective operation of the pool complex.
- .2 The Contractor will endeavour to enhance job satisfaction and the performance of staff and will provide training to staff in all aspects of pool operation including the provision of opportunities to gain technical qualifications applicable to their employment.

- .3 The Contractor assumes responsibility for all redundancy liabilities with respect to the staff employed at the pool complex who were originally employed by the Council but are now employed by the Contractor as from the 1st of January 1999.

10. Asset Maintenance

- .1 The Contractor shall ensure that a preventative maintenance strategy is adopted at the pool complex such to incorporate :
- (i) The preparation of an annual maintenance plan in consultation with the Council.
 - (ii) The employment of reputable trades people for maintenance work where necessary.
 - (iii) The maintenance of a record of all maintenance work undertaken.
 - (iv) The development of a periodic preventative maintenance schedule.
 - (v) The completion of remedial maintenance work as quickly as is practicable.
 - (vi) The completion of a comprehensive cleaning schedule.
 - (vii) The undertaking of monthly health and safety inspections.

11. Damage to or Destruction of the Pool Complex

- .1 If the pool complex or any portion of the pool complex shall be destroyed or so damaged as to render the pool complex unusable then the term shall at once terminate
- .2 If the pool complex or any portion of the pool complex shall be damaged but not so as to render the pool complex totally unusable then this agreement may be terminated by either party by one (1) months notice in writing from either party to the other.

- .3 Any termination pursuant to these provisions shall be without prejudice to the rights of either party against the other.

12. Temporary Closure of the Pool Complex

- .1 In the event of it being necessary to close the pool complex due to any machinery breakdown or to any other cause whatsoever the Council shall not be liable to the Contractor for any loss of revenue that may result therefrom.

13. Additions and Alterations

- .1 The Contractor shall neither make nor allow to be made any alterations or additions to any part of the pool complex without first producing to the Council on every occasion plans and specifications and obtaining the written consent of the Council (not to be unreasonably or arbitrarily withheld) for that purpose. If the Council shall authorise any alterations the Contractor will at the Contractor's own expense if required by the Council at the end of the term reinstate the pool complex. The Contractor will promptly discharge and procure the withdrawal of any liens or charges of which notice may be given to the Contractor or the Council in respect of any work carried out by the Contractor.
- .2 The Contractor, when undertaking any "building work" to the pool complex (as that term is defined in the Building Act 1991), shall comply with all statutory requirements including the obtaining of building consents and code compliance certificates pursuant to that Act.

14. Dangerous or Noxious Activities

- .1 The Contractor shall not



- (a) bring upon or store within the pool complex nor allow to be brought upon or stored within the pool complex any machinery goods or things of an offensive noxious illegal or dangerous nature, or of such weight size or shape as is likely to cause damage to the buildings or any surfaced area,
- (b) use the pool complex or allow them to be used for any noisome noxious illegal or offensive trade or business, or
- (c) allow any act or thing to be done which may be or grow to be a nuisance disturbance or annoyance to the Council or any other person, and generally the Contractor shall conduct the Contractor's business upon the pool complex in a clean and orderly manner free from damage nuisance disturbance or annoyance to any such persons but the carrying on by the Contractor in a reasonable manner of the activities permitted hereunder shall be deemed not to be a breach of this clause.

15. Facility Development

The Contractor shall use its best endeavours to implement any development plans which might be approved by Council.

16. Responsibilities of the Council

- .1 The Council shall keep and maintain the building and all building services housing and servicing the pool complex in good order and repair but shall not be liable for any:
 - (a) Repair or maintenance which the Contractor is responsible to undertake; or
 - (b) Want of repair or defect in respect of building services so long as the Council is maintaining a service maintenance contract covering the work to be done; or
 - (c) Repair or maintenance which is not reasonably necessary for the Contractor's management of the pool complex.

- (d) Loss suffered by the Contractor arising from any want of repair or defect unless the Council shall have received notice in writing thereof from the Contractor and shall not within a reasonable time thereafter have taken appropriate steps to remedy the same.

17. Council Inspection and Repair

- .1 The Council and the Council's employees, contractors and invitees may at all reasonable times enter upon the pool complex to view its condition. If the Council shall give the Contractor of written notice of any failure on the part of the Contractor to comply with any of the requirements of the Contractor as provided for herein the Contractor shall with all reasonable speed so comply.
- .2 If default shall be made by the Contractor in the due and punctual compliance with any repair notice given pursuant to the previous clause or in the event that any repairs for which the Contractor is responsible require to be undertaken as a matter of urgency then without prejudice to the Council's other rights and remedies expressed or implied the Council may by it's employees and contractors with all necessary equipment and material at all reasonable times enter upon the pool complex to execute such works. Any moneys expended by the Council in executing such works shall be payable by the Contractor to the Council upon demand together with interest thereon at the default interest rate from the date of expenditure down to the date of payment.
- .3 The Contractor shall permit the Council and the Council's employees and contractors at all reasonable times to enter the pool complex to carry out repairs to the pool complex and to install, inspect, repair, renew or replace any services where the same are not the responsibility of the Contractor all such repairs, inspections and work to be carried out with the least possible inconvenience to the Contractor.

- .4 Subject to the Contractor's compliance with the provisions of Clause 3 hereof the Council shall pay all outgoings in respect of the pool complex not payable by the Contractor direct. The Council shall be under no obligation to minimise any liability by paying any outgoing prior to receiving payment from the Contractor.

18. Insurance

- .1 The Council shall insure and keep insured the pool complex to its full replacement value or, at the sole discretion of the Council, to its full insurable value on an indemnity cover basis against loss, damage or destruction by fire, earthquake, fire consequent upon earthquake, flood and against other such risks as the Council may deem necessary or desirable.
- .2 The Contractor shall keep current, at its own cost, at all times during the term:
- (i) A public risk insurance policy in relation to the pool complex and the Contractor's business in the facility for \$1 million; and
 - (ii) An insurance policy on a replacement basis in respect of all insurable risk to all glass within or enclosing the facility.
- .3 The insurance policies effected by the Contractor shall be effected with an insurance company approved by the Council, and shall be in the joint names of the Contractor and the Council. The Contractor shall, whenever requested by the Council, supply the Council with copies of, and certificates of currency for, such policies.
- .4 The Contractor shall not do, or permit to be done, anything upon the pool complex whereby any insurance effected by the Contractor in respect of the pool complex or any property comprised in the pool complex may be rendered

void or voidable, or (except with the Council's prior written approval) whereby the premium payable on any insurance is likely to increase.

19. Assignment

The Contractor shall not be permitted to assign or subcontract any part of its obligations under this agreement except with the prior written approval of the Council there being no obligation on the Council to grant such consent.

20. Inconsistent Activities

- .1 The Contractor shall not do or suffer to be done in or upon the pool complex or any part thereof or the grounds or yards any act or thing which shall be or may become a nuisance or inconvenience to the Council or undertake any activity which is not in the opinion of the Council (which opinion shall be final and binding) contemplated by the Council as being an activity suitable for the pool complex.

21. Default

- .1 The Contractor shall be liable for all the Council's costs (including those between solicitor and client) incurred by the Council pursuant to any default of the Contractor and any other losses or expenses which may be incurred by the Council or for which the Council is or may become liable as a result of the default of the Contractor.

22. Major Policy Change

- .1 The Contractor shall have the right to renegotiate the annual amount paid by the Council in the event of a major policy change made by the Council or other



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Authorities which impacts on rates or other charges payable hereunder by the Contractor.

23. Termination

- .1 The Council may terminate this agreement at the time or at any time thereafter
 - (i) in case of breach by the Contractor of any covenant or agreement on the Contractors part herein expressed or implied;
 - (ii) if the Contractor shall make or enter into or endeavour to make or enter into any composition assignment or other arrangement with or for the benefit of the Contractor's creditors;
 - (iii) in the event of the insolvency, bankruptcy or liquidation of the Contractor;
 - (iv) if the Contractor shall suffer distress or execution to issue against the Contractor's property goods or effects under any judgment against the Contractor in any Court for a sum in excess of \$5,000.00.but without prejudice to the rights of either party against the other.
- .2 In the event that the Council is of the opinion that the pool complex is not being used, or not being used sufficiently, for the usage envisaged by this agreement then it may on one months notice in writing to the Contractor cancel this agreement providing always that it will have given the Contractor an opportunity to explain its usage of the facility before exercising its rights hereunder. Any such termination shall be without prejudice to the rights of either party against the other.
- .3 In the event that the Council wishes to restructure the pool complex and to determine the use of the existing outdoor pool facility and to redevelop that area from its current use to an alternative commercial use the Council may terminate this agreement with respect to that part of the pool complex so as to enable such alternative commercial usage of that area to be undertaken

providing always that three months notice in writing is given to the Contractor of such determination. Upon such notice taking effect the payments being made by the Council to the Contractor pursuant to clause 2 hereof shall be adjusted to take into account the cessation of the use of the outdoor pool facility with any disagreement between the parties as to the extent to which the payments being made by the Council to the Contractor are to abate to be determined by arbitration pursuant to clause 26 hereof providing always that the intended abatement will relate to the extent to which the payments being made by the Council were to facilitate the continued operation of the outdoor pool facility."

24. Severability of Condition

- .1 Should any part, term or provision of this agreement or any document required herein to be executed be declared invalid, void or unenforceable, all remaining parts, terms and provisions shall remain in full force and effect and shall in no way be invalidated, impaired or affected thereby.

25. Notices

- .1 Any notice to be given to the Council or the Contractor hereunder shall be deemed sufficiently served if
 - (i) sent by registered post to the addressee's last known address in New Zealand, or
 - (ii) in the case of a body corporate sent to its registered office, or
 - (iii) if there is no last known address or registered office, placed conspicuously on any part of the premises.
- .2 Any notices so posted or placed shall be deemed to have been served on the day following the posting or placing thereof. Anything served or given by the Council shall be valid if served or given under the hand of its General Manager, Secretary or other authorised representative of the Council.

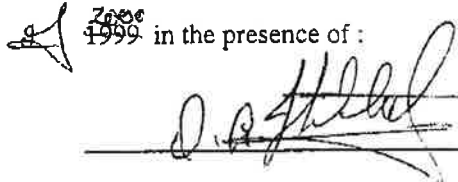
26. Arbitration

- .1 All disputes and differences between the parties shall be submitted to the arbitration of a single arbitrator if one can be agreed upon or to two arbitrators (one to be appointed by each party) and their umpire (appointed by them prior to their arbitration) such arbitration to be carried out in accordance with the provisions of the Arbitration Act 1996 or any then statutory provisions relating to arbitration.

IN WITNESS whereof the parties have executed this agreement.

THE COMMON SEAL of THE)
 WHANGAREI DISTRICT)
 COUNCIL was hereto affixed)
 pursuant to Standing Order 4.5.2)
 this 15th day of February)
 1999 in the presence of :)

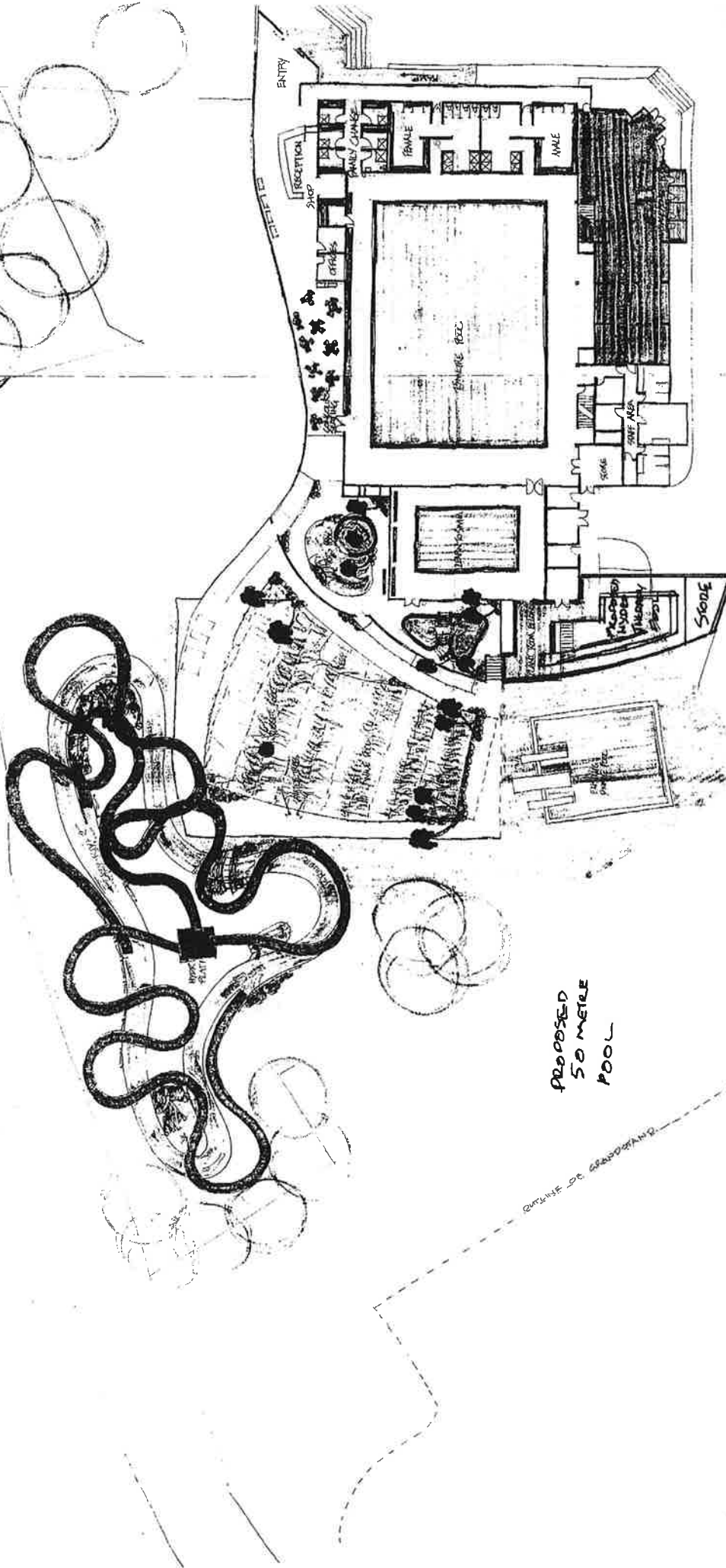



 Council Secretary

THE COMMON SEAL of)
 COMMUNITY LEISURE)
 MANAGEMENT LIMITED)
 was hereunto affixed in the)
 presence of :)







PROPOSED
50 METRE
POOL

GRASSY AREA

INTERPOOL
DESIGN
CONCEPTS
FOR SWIMMING POOLS
AND AQUATIC CENTRES

APRIL 2001

CONCEPT
WHANGAREI DISTRICT COUNCIL
WHANGAREI

AQUATIC

CENTRE

Lease instrument
(Section 115 Land Transfer Act 1952)

2009/3073EF
APPROVED
Registrar-General of Land

Affected instrument Identifier
and type (if applicable)

All/part

Area/Description of part or stratum

CFR 745273

All

Lessor

WHANGAREI DISTRICT COUNCIL

Lessee

SPORT NORTHLAND

Estate or Interest

Insert "fee simple", "leasehold in lease number", etc.

fee simple

Lease Memorandum Number (if applicable)

Term

Thirty three (33) years

Rental

\$1.00 per annum

Lease and Terms of Lease

If required, set out the terms of lease in Annexure Schedules

The Lessor leases to the Lessee and the Lessee accepts the lease of the above Estate or Interest in the land in the affected computer register(s) for the Term and at the Rental and on the Terms of Lease set out in the above Lease Memorandum or in the Annexure schedule(s) (if any)

Annexure Schedule

Page 2 of 8 Pages

2009/5043EF
APPROVED
Registrar-General of Land

Insert instrument type

Lease

Continue in additional Annexure Schedule, if required

IN CONSIDERATION of the Annual Rent hereinafter reserved and of the covenants, conditions and stipulations on the part of the Lessee contained or implied herein the Lessor, (pursuant to and exercise of the powers conferred upon it by the Local Government Act 2002 and the Reserves Act 1977 and all other enabling powers), leases to the Lessee the Land for the Term and at the Annual Rental (subject to review) as set out in the First Schedule subject to the covenants conditions and restrictions set out in the Second Schedule and the Lessee accepts the lease to be held by it as tenant subject to the covenants conditions restrictions and covenants set out in this lease.

The Lessor and the Lessee covenant and agree as set out in the Second Schedule.

Whenever words or phrases appear in this lease and in the Second Schedule that also appear in the First Schedule then those words or phrases shall also mean and include the details supplied after them in the First Schedule.

Annexure Schedule

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2009/5043EF
APPROVED
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Insert instrument type

Lease

Continue in additional Annexure Schedule, if required

FIRST SCHEDULE**Reference Schedule**

Lessor:	Whangarei District Council
Lessor's Address:	Forum North, Rust Avenue, Whangarei
Lessee:	Sport Northland
Lessee's Address:	97 Western Hills Drive, Whangarei
The Land:	The land contained in CFR 745273
Term:	Thirty three (33) years
Commencement Date	1st day of November 2001
Termination Date:	31 October 2034
Renewal Term(s):	Two (2) rights of renewal for terms of thirty three (33) years duration on each occasion
Annual Rent:	\$1.00 plus goods and services tax
Annual Rent Instalment:	\$1.00 per annum
Rent Payment Date(s):	1st day of November in each year during the Term
Authorised Use:	Aquatic Centre
Minimum Public Liability Insurance:	\$1,000,000.00

Annexure Schedule

Page 4 of 8 Pages

2009/5043EF
APPROVED
Registrar-General of Land

Insert instrument type

Lease

Continue in additional Annexure Schedule, if required

SECOND SCHEDULE

1. INTERPRETATION

In this deed unless the context indicates otherwise:

1.1 Definitions:

"Building" means all buildings, including alterations or additions and fencing owned or erected on the Land by the Lessee;

"Building Work" means work for or in connection with the construction, alteration, demolition or removal of a Building or any fixtures or Improvements and includes earthworks preparatory to or associated with that construction, alteration, demolition or removal and any work of a structural or retaining nature, and services associated with that work;

"Council" and **"the Lessor"** means Whangarei District Council and includes the Council's assigns;

"GST" means tax levied under the Goods and Services Tax Act 1985 and includes any tax levied in substitution for that tax;

"Improvement" means any improvement in or on the Land, and includes all pipes, drains, conduits and other connections for utilities that primarily serve the Land, regardless of whether they are located in or on the Land;

"Land" means the property contained CFR 745273;

"Lease" means this lease or any lease in substitution therefore;

"Lessee" means Sport Northland;

"Lessee's Agent" means a person for whose acts or omissions the Lessee is responsible and includes without limitation the Lessee's agents, employees, contractors and invitees;

"Rent" means the annual rent specified in the Reference Schedule subject to changes consequent upon Council's exercise of any right to review the annual rent;

"The Maintenance Agreement" means the agreement between the Lessor and the Lessee entitled the "Ted Elliott Memorial Pool Complex Agreement" as dated 1 November 2001 and includes any written variation or agreement in substitution thereof.

"Working Day" has the meaning given to it in the Property Law Act 2007. Notices served after 5pm on a Working Day, or on a day which is not a Working Day, shall be deemed to have been served on the next succeeding Working Day.

1.2 **Reference Schedule Expressions:** the expressions "Term", "Commencement Date", "Default Interest Rate", "Expiry Date", "Renewal Term(s)", "Final Expiry Date", "Rent Review Date(s)", "Required Use" and "Minimum Public Liability Insurance Cover" will be interpreted by reference to the Reference Schedule;

1.3 **Defined Expressions:** expressions defined in the main body of this deed have the defined meaning in the whole of this deed including the background;

1.4 **Gender:** words importing one gender will include the other genders;

Annexure Schedule

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- 1.5 Headings:** section, clause and other headings are for ease of reference only and will not affect this deed's interpretation;
- 1.6 Negative Obligations:** any obligation not to do anything will include an obligation not to suffer, permit or cause that thing to be done;
- 1.7 Parties:** references to parties are references to parties to this deed;
- 1.8 Persons:** references to persons will include references to individuals, companies, corporations, partnerships, firms, joint ventures, associations, trusts, organisations, governmental or other regulatory bodies or authorities or other entities in each case whether or not having separate legal personality;
- 1.9 Plural and Singular:** words importing the singular number will include the plural and vice versa;
- 1.10 Schedules:** the schedules to this deed and the provisions and conditions contained in these schedules will have the same effect as if set out in the body of this deed;
- 1.11 Sections, Clauses and Schedules:** references to sections, clauses and schedules are references to this deed's sections, clauses and schedules;
- 1.12 Statutes and Regulations:** references to any statutory provision will include any statutory provision which amends or replaces it, and any subordinate legislation made under it.
- 1.13 Reference Schedule Provisions:** wherever words appear in the General Provisions of this Lease (clauses 1 through 31) that also appear in the Reference Schedule then those words shall mean and include the details supplied after them in the Reference Schedule.
- 2. THE Lessee shall not later than the 1st day of November in each year during the Term pay to the Lessor in advance an Annual Rent of ONE DOLLAR (\$1.00) plus goods and services tax.**
- 3. THE Lessee will pay and discharge all rates taxes water supply and electricity charges and/or other outgoings levied taxed assessed or payable in respect of the Land or any Building or Improvements erected thereon and will pay the costs of installation of all water and sewage services.**
- 4. THE Lessor shall pay the costs of and incidental to the preparation and registration of this Lease.**
- 5. THE Lessee shall from time to time as required by the Lessor at its own expense in all things erect such fence or fences and after erection at its own expense maintain such fence or fences in good order and condition to the satisfaction in all things of the Lessor.**
- 6. THE Lessee will not erect any Building on the Land without first obtaining the written consent of the Lessor which consent may be given subject to conditions and the Lessee will comply with any such conditions.**
- 7. THE Lessee will use the Land only for the Authorised Use and subject as herein provided shall indemnify and keep indemnified the Lessor from and against all actions claims suits costs of and demands arising out of the use of the Land and Building by the Lessee its members invitees licensees servants and workmen.**
- 8. THE Lessee will throughout the Term repair and keep and maintain in good order repair and condition to the satisfaction of the Lessor the Land and all Building and Improvements (including pathways gates fences bridges drains and sewers) now or hereafter erected constructed or being upon bounding or under the Land and will so yield and deliver up the same at the expiry or sooner determination of the Term and will keep the land clean and tidy and free from refuse and rubbish of all and every kind.**

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9. **THE** Lessee will not during the Term hereof assign transfer sublet or part with possession of the Land or any Buildings Improvements or structures erected thereon or any part thereof.
10. **THE** Lessor shall not be liable to erect or maintain or contribute towards the cost of the erection or maintenance of any dividing or boundary fence or portion thereof between the Land and any adjoining land owned by the Lessor.
11. **THE** Lessor may at all reasonable times during the term hereof by its officers employees agents or contractors enter upon the Land to view and inspect the state thereof and the state of repair of any Building or Improvements erected thereon and serve upon the Lessee notice of any repairs required by the Lessor and within two calendar months from the date of service of such notice all repairs specified in such notice shall be carried out by the Lessee at the Lessee's expense to the satisfaction of the Lessor AND the Lessor may at all reasonable times during the term hereof by its officers employees agents or contractors with such equipment as they may require lay drainpipes or other pipes or construct sewers (without however thereby incurring any obligation whatsoever so to do) or do all such other works as the Lessor may require through under or upon any part of the Land without making any compensation to the Lessee therefor provided that no damage shall be caused to any Building or Improvements erected thereon by the Lessee with the consent of the Lessor.
12. **THE** Lessee will at all times during the Term hereof comply with all public Acts and regulations and in particular the requirements of the Local Government Act 2002, the Resource Management Act 1991, the Reserves Act 1977, the Health Act 1956 and every other Act imposing restrictions or duties on an owner or occupier in respect of the Land and of any Building or Improvements erected thereon and of any activities conducted therein and all regulations and bylaws made pursuant to such enactments and will also comply with the lawful requisitions of any inspector or other official appointed under these enactments and will keep the Lessor indemnified against all liability and expense in respect thereof.
13. **THE** Lessee will not during the Term hereof use or permit to be used any part of the Land or any Building erected thereon by the Lessee for any dangerous or noisome or illegal or noxious or offensive activity or undertaking and will not do or permit any act or omission that may cause annoyance or which shall be a disturbance or nuisance to the Lessor or members of the public or the owners or occupiers of adjacent lands or buildings.
14. **THE** Lessee will not during the Term hereof make or permit or allow to be made any excavation on or in the Land or alter the level thereof or remove stop up or otherwise interfere with any pipes drains or sewers which may now or at any time hereafter be laid constructed or be in or upon the Land or any part thereof without the consent in writing of the Lessor first had and obtained. In the event of any sewers or drains being affected by any accessway or Building constructed by the Lessee whether during the conversion or maintenance thereof the Lessee will ensure that such sewers or drains are protected or relocated at the expense of the Lessee as required by and to the satisfaction of the Lessor

AND IT IS HEREBY AGREED AND DECLARED by and between the Lessor and the Lessee:

15. **NOTWITHSTANDING** the provisions hereof provided the Lessee shall first obtain the written consent of the Lessor it shall be entitled to demolish any Building(s) on the Land provided in doing so it complies with any condition(s) stipulated by the Lessor in giving such written consent and without prejudice to the condition(s) that may be stipulated by the Lessor the Lessor may require that the Lessee erect in place of any such Building(s) so demolished such replacement building(s) as the Lessor considers necessary.
16. **THE** Lessor will at all times during the Term hereof insure against loss or damage by fire or such other risks as the Lessor may from time to time in its absolute discretion decide all Buildings and Improvements of an insurable nature now or at any time hereafter erected on the Land to the full insurable value thereof in the names of the Lessor and the Lessee in such insurance office as the Lessor shall from time to time decide and will pay the premium or premia in respect thereof and the Lessee shall within fourteen days of being advised of the amount of the premium or premia from time to time payable will pay to the Lessor the amount of such premium or premia and in case the said Buildings or Improvements or any part thereof shall be damaged or destroyed by fire or other risk which has been insured against then and so often as this shall happen all moneys received in respect of such insurance shall with all convenient speed

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- be laid out in rebuilding or reinstating the said Buildings or Improvements or any part thereof in a good and substantial manner or in case the moneys received in respect of such insurance shall be insufficient for that purpose the Lessee will make good the deficiency.
17. **PROVIDED** the Lessee shall have duly punctually and faithfully paid observed and performed the Annual Rent hereby reserved and the covenants and conditions on the part of the Lessee herein contained and implied the Lessee shall be entitled on giving to the Lessor notice in writing three months before the expiry of the Term hereby granted to a renewed lease of the Land on the same terms and conditions as herein expressed and implied including this right of renewal but with such renewal excluding any further right of renewal it being the intention of the parties that the total term of the Lease, including all rights of renewal, shall not exceed 99 years.
 18. **ON** the expiration of the Term hereof or of any renewed term granted in accordance with Clause 17 hereof all Buildings structures and Improvements on the Land shall absolutely vest in and become the property of the Lessor free from any payment or compensation whatsoever.
 19. **IF** the lease hereby granted is determined by forfeiture re-entry or otherwise all Buildings structures and Improvements on the Land shall absolutely vest in and become the property of the Lessor free from any payment or compensation whatsoever.
 20. **SHOULD** the Lessee be in default in the observance or performance of any of its obligations hereunder the Lessor shall be at liberty at any time or from time to time to enter upon the Land and to do execute and perform or procure to be done executed or performed all such acts deeds matters and things as may in its opinion be necessary or expedient for the complete or (at its option) partial observance and performance. of the said obligations or any of them and all moneys paid and costs and expenses incurred in or about so doing shall be recoverable by the Lessor from the Lessee by action at law or otherwise and in the same manner as rent in arrear.
 21. **IF** the Lessee breaches or fails to observe any of its obligations in this Lease, (other than the covenant to pay rent), then the Lessor shall serve notice on the Lessee specifying the nature of the breach, how it must be resolved and giving the Lessee twenty (20) Working Days to remedy the breach. If the Lessee fails to remedy the breach within that time, the Lessor may cancel this lease by re-entering the Land. The determination of the lease shall not effect the rights and remedies available to either party.
 22. **THE** covenants and provisions implied in leases by the Property Law Act 2007 and the Land Transfer Act 1952 or any statutory amendment thereof shall be negated or modified in respect of this Lease in so far as the same are or may be inconsistent with the covenants and provisions herein expressed.
 23. **THIS** Lease is granted on the express condition that the Lessee continues to function actively for the purposes set out in its rules and in the event of the Lessee at any time ceasing to function actively for such purposes during the Term hereof such failure shall be and shall be deemed to be a breach of this Lease entitling the Lessor to exercise the powers to re-enter as set out in Clause 21 hereof **PROVIDED HOWEVER** if the Lessee shall first obtain the consent in writing of the Lessor to the change to another activity or activities substantially similar to those set out in its rules at the commencement hereof and provided if necessary the rules are first altered to permit such activity then the active carrying on of such last mentioned activity or activities shall be deemed to be compliance with this clause.
 24. **DISPUTE RESOLUTION:**
 - .1 Should any dispute or disagreement whatsoever arise between the parties touching any matter under or relating to this Lease or if the parties shall fail to agree on any matter on which they are required by the terms of this Lease to agree any such dispute or difference or failure to agree shall be defined by notice by the party raising it to the other party and shall forthwith be discussed (on a "without prejudice" basis) by the parties in an attempt to resolve their difference amicably.
 - .2 All discussions as to any matter in dispute relating to this Lease shall be held in such place as shall be appropriate and most convenient to the parties.

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- 3 If it appears that the matter cannot be resolved after initial discussion the parties are to adjourn for at least two days and then again attempt to resolve the matter by discussion.
- 4 Only after discussion between the parties fails to produce agreement between them on the matter in dispute shall the matter be referred to arbitration in terms of the remaining provisions of this clause **PROVIDED HOWEVER** that, if a period of one (1) calendar month elapses from the date of service of a notice defining a dispute, such dispute may thereafter be referred by any party to arbitration in terms of the remaining provisions of this clause.
- 5 Any matter in dispute between the parties hereto, or any person claiming under or through any of the parties hereto, which has not been resolved by the application of the procedure set out in clauses 24.1 – 24.4 hereof, shall be determined by arbitration. Any referral to arbitration may be made by any party to the dispute and the matter so in dispute shall be determined by a sole arbitrator whose decision shall be final and binding upon the parties in all respects. The appointment of a sole arbitrator shall be agreed upon by the parties within seven (7) Working Days of the referral first being made and, if not so agreed, shall be determined by the president for the time being of the New Zealand Law Society or someone appointed by him or her for such purpose. The arbitrator shall be, and is, hereby charged with determining matters at issue as expeditiously as is practical in the circumstances and in this regard the arbitrator shall in his or her complete discretion determine the venue and all procedural matters.
25. **MAINTENANCE OF THE LAND AND BUILDINGS OR STRUCTURES ERECTED THEREON**
For the Term of the Lease and any renewal thereof maintenance of the Land, and of the Buildings and Improvements erected thereon, shall be governed by the obligations of the Lessor and Lessee to each other as set out in The Maintenance Agreement insofar as such provisions relate to maintenance with the provisions of The Maintenance Agreement relating to maintenance being incorporated into this Lease as if they were terms of this Lease.

65 Draft Walking and Cycling Strategy 2018 – Public Consultation

Meeting: Whangarei District Council

Date of meeting: 31 May 2018

Reporting officer: Nick Marshall

1 Purpose

To adopt the Draft Walking and Cycling Strategy 2018 and Statement of Proposal for the purposes of public consultation.

2 Recommendations

That Whangarei District Council:

- a) Adopts the Draft Walking and Cycling Strategy and Statement of Proposal in Attachment 1 for public consultation in accordance with the Special Consultative Procedures set out in Section 83 of the Local Government Act 2002.
- b) Authorises the Chief Executive to make any minor amendments, including typographical/formatting/editing changes to the Draft Walking and Cycling Strategy if required.

2 Background

The Walking and Cycling Strategy provides the framework and priorities for the development of a connected urban walking and cycling network; increasing participation in walking and cycling, both for recreation and active commuting; and for the development of rural cycling routes that enable our communities to leverage economic benefit from the growing cycle-tourism market.

Council first adopted a Walking and Cycling Strategy for the Whangarei District in 2007, with a five-yearly review cycle. The original Strategy provided a background and summary of existing cycling and walking activity and issues that needed to be considered and addressed. The first review of this Strategy in 2012 focused on reconsidering the national, regional and local framework that the Strategy sat within.

In 2017, a full review of the 2012 Walking and Cycling Strategy commenced. This review included discussions with key stakeholders, including Councils Walking and Cycling Reference Group. The Strategy is now ready for wider community feedback and consultation.

3 Discussion

3.1 Why review now?

The Strategy is reviewed on a five-yearly cycle. The previous review was undertaken in 2012.

Council has also made significant progress with the development of walking and cycling infrastructure over the past five years, including:

- Opening the highly successful Hatea Loop Shared Path
- Completed a large section of the Kamo Shared Path connecting to the CBD this financial year
- Progressed the shared path to Onerahi
- Delivered “Bikes in Schools” to 15 Schools, reaching 3400 students

Government has identified Northland as a priority for regional economic development through its Provincial Growth Fund for projects that align with regional priorities. Expressions of interest have already been made for Provincial Growth Funding for the development of strategic regional cycle routes that have been identified in the newly revised Draft Walking and Cycling Strategy, including the:

- Tutukaka Moana Cycle Trail from Whangarei to Whananaki via the world renowned Tutukaka Coast. This route will eventually link to the Bay of Islands.
- The Paradise Trail, taking in Bream Bay, Ruakaka, Waipu Cove and Lang Beach, with a connection to Mangawhai and eventually on to Auckland.

The current review of the Walking and Cycling Strategy provides an opportunity to ensure that there is alignment with regional and national priorities, and Councils walking and cycling successes and future priorities are highlighted in an evolving funding environment.

3.2 Strategic Direction

The Walking and Cycling Strategy provides direction and priorities for Council’s walking and cycling programme over the next few years and a basis for prioritising Council funding. Council will also utilise the Strategy to support funding applications to various agencies.

Informal discussion with key stakeholders, and feedback from Long Term Plan consultation indicate that there is a high level of public support for the development of walking and cycling infrastructure.

3.3 Special Consultative Procedure

The next stage of the review is to seek feedback from the public. The process for this is set out in the Special Consultative Procedure identified in Section 83 of the Local Government Act 2002. This procedure requires Council to prepare and adopt a Statement of Proposal and ensure that the public has an opportunity to make a submission.

The Local Government Act 2002 requires that the Statement of Proposal include:

- A draft of the proposed strategy
- A description of how the local authority will provide persons interested in the proposal with an opportunity to present their views to the local authority

- A statement of the period within which views on the proposal may be provided to the local authority, which may be no less than one month from the date the statement is issued.

Any person making a submission must also be given the opportunity to have their submission heard. The need for, and the format of any hearing of submissions will be dependent on the submissions received. However, it is expected that at least two Councillors will need to be available for hearings (early July).

4 Attachments

Attachment 1: Statement of Proposal – Draft Walking and Cycling Strategy 2018

Attachment 2: Draft Walking and Cycling Strategy 2018

Statement of Proposal



WHANGAREI
DISTRICT COUNCIL

Whangarei District **WALKING AND CYCLING STRATEGY 2018 DRAFT**

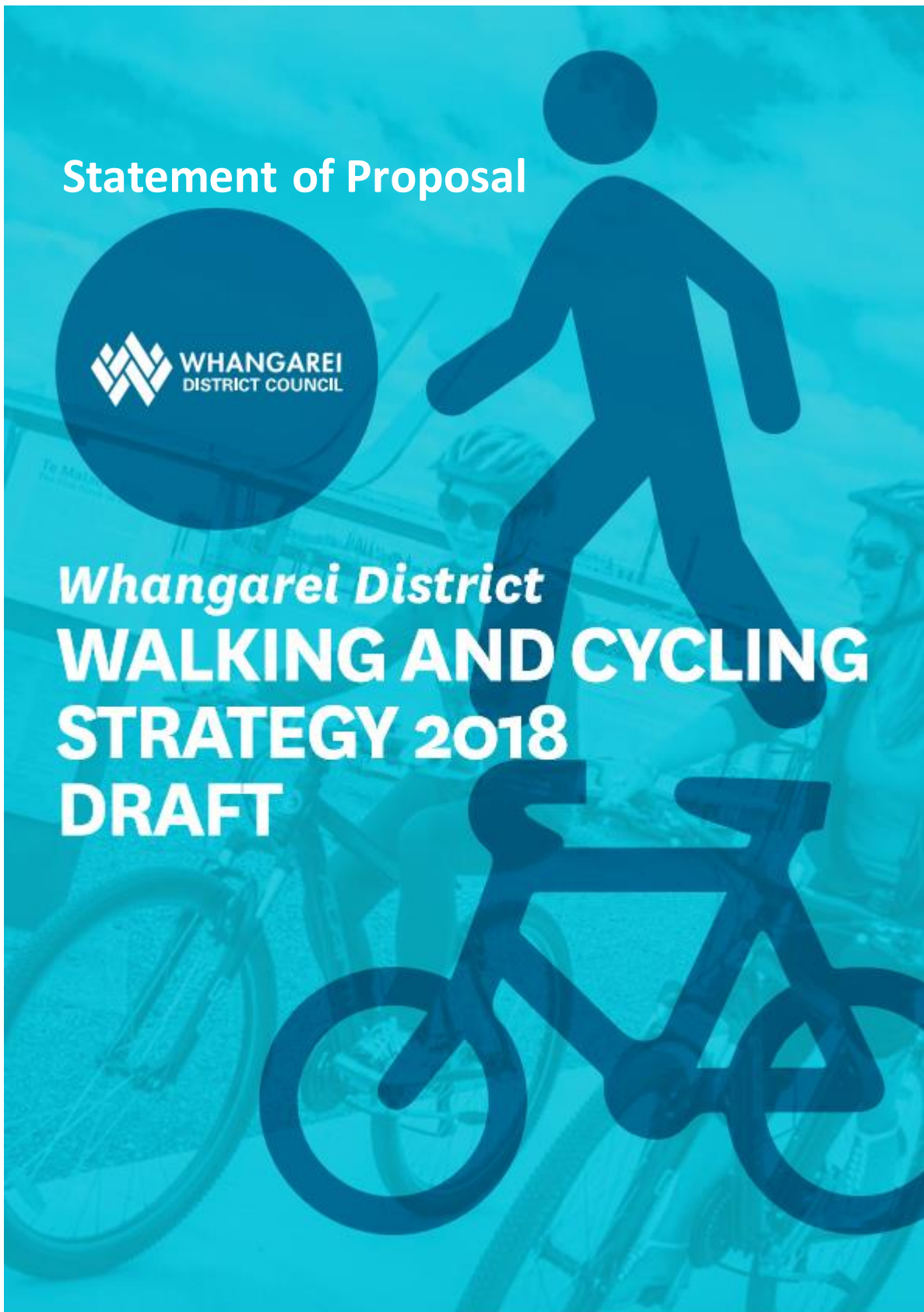


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Overview

The Walking and Cycling Strategy provides the framework and priorities for the development of a connected urban walking and cycling network; increasing participation in walking and cycling, both for recreation and active commuting; and for the development of rural cycling routes that enable our communities to leverage economic benefit from the growing cycle-tourism market.

Council first adopted a Walking and Cycling Strategy for the Whangarei District in 2007, with a five-yearly review cycle. The original Strategy provided a background and summary of existing cycling and walking activity and issues that needed to be considered and addressed. The first review of this Strategy in 2012 focused on reconsidering the national, regional and local framework that the Strategy sat within.

In 2017, a full review of the 2012 Walking and Cycling Strategy commenced. This review included discussions with key stakeholders, including Councils Walking and Cycling Reference Group. We also utilized the extensive feedback we received as part of the Long-Term Plan Consultation and other feedback we have received from the community.

Council is now seeking input and views from the wider community in accordance with the special consultative procedures of the Local Government Act 2002. This procedure requires Council to prepare and adopt a Statement of Proposal (this document), which includes:

- An overview
- A summary of the consultation process
- Information on making submissions
- How to obtain further information
- A full copy of the Draft Walking and Cycling Strategy (attached)

Whangarei District Council adopted this Statement of Proposal and the Draft Walking and Cycling Strategy for consultation at its meeting on 31 May 2018.

Submissions are sought from any person or organisation on the Draft Walking and Cycling Strategy and should be received by Council no later than 5 pm on **5 July 2018**.

Why are we reviewing the Walking and Cycling Strategy?

The Strategy is reviewed on a five-yearly cycle. The previous review was undertaken in 2012.

Council has also made significant progress with the development of walking and cycling infrastructure over the past five years, including:

- Opening the highly successful Hatea Loop Shared Path
- Completed a large section of the Kamo Shared Path connecting to the CBD this financial year
- Progressed the shared path to Onerahi
- Delivered “Bikes in Schools” to 15 Schools, reaching 3400 students

It is important that our Walking and Cycling Strategy is updated to take account of the progress we have made.

Strategic rural cycling routes that connect unique Whangarei experiences and smaller communities has always been a part of our Walking and Cycling Strategy. The aim of these strategic routes is to enable our small communities to leverage economic benefits from a growing cycle tourism market.

Reviewing the Walking and Cycling Strategy now enables us to update our progress in developing these District wide strategic routes and set clear priorities. The direction provided by the updated Strategy will enable Council to secure funding through the governments Provincial Growth Fund so that we can develop these routes much faster than previously anticipated. Key routes include:

- Tutukaka Moana Cycle Trail from Whangarei to Whananaki via the world renowned Tutukaka Coast. This route will eventually link to the Bay of Islands.
- The Paradise Trail, taking in Bream Bay, Ruakaka, Waipu Cove and Lang Beach, with a connection to Mangawhai and eventually on to Auckland.
- Whangarei Heads, incorporating Patau and Parua Bay.

The current review of the Walking and Cycling Strategy provides an opportunity to ensure that there is alignment with regional and national priorities, and Councils walking and cycling successes and future priorities are highlighted in an evolving funding environment.

Strategy Goals

The Walking and Cycling Strategy provides direction and priorities for Council's walking and cycling programme over the next few years. It provides a basis for prioritising funding and seeking funding from other sources.

The Strategy identifies an overall walking and cycling vision of *a walking and cycling destination that provides safe, attractive and viable networks for commuters as well as lifestyle and economic opportunities for residents and visitors.*

The Strategy also sets out the following goals to assist Council in achieving its Walking and Cycling Vision.

1. A safe connected urban walking and cycling environment
2. More people walking and cycling, more often
3. A destination where walking and cycling is a lifestyle
4. A walking and cycling network that connects with other districts and significant locations in our District

Having Your Say

We are seeking community feedback in accordance with the Local Government Act 2002 (Section 83) Special Consultative Procedure. As part of this procedure, we provide you with the opportunity to present your views to Council on the Draft Walking and Cycling Strategy.

Key dates for providing your views are:

04 June 2018	Submissions on the Draft Walking and Cycling Strategy and this Statement of Proposal is open, and information is available on the website at www.wdc.govt.nz/cyclestrategy
05 July 2018	Submissions close at 5pm
10 July 2018	Proposed dates for hearing submissions by Council Hearings Committee
30 August 2018	Council adopts decisions of the Hearings Committee
30 August 2018	Walking and Cycling Strategy is adopted by Council

It should be noted that the above dates may be amended following the receipt of submissions. Those submitters wishing to be heard will be contacted, and advised of proposed hearing dates and the location of any hearing.

Making a Submission

Any person or organisation can make a submission on the Draft Whangarei District Walking and Cycling Strategy, and the Statement of Proposal. Submissions can be made, either electronically online, by email or on paper.

Submissions should:

- Where possible, clearly state the part of the Draft Strategy that the submission point relates to.
- What your views are and the reasons for them
- Any amendments to the Strategy that you are seeking
- Whether you wish to be heard in support of your submission.

All submissions must be received by 5 pm on 05 July 2018.

You can make a submission online at: www.wdc.govt.nz/cyclestrategy, or

Email your submission to: mailroom@wdc.govt.nz, or

Post your submission to:

Walking and Cycling Strategy
Whangarei District Council
Private Bag 9023
Whangarei 0148

Submissions can also be hand delivered to any Whangarei District Council Office or Service Centre listed below.

Whangarei	Forum North – Rust Avenue
Ruakaka Service Centre	Takutai Place - Ruakaka

Any person who makes a submission will have the opportunity to be heard by Council; but must make that request in their written submission. No anonymous submissions will be accepted.

The Council is legally required to make all written or electronic submissions available to the public and to Councillors, including the name and address of the submitter. The submissions, including all contact details provided, will be available to the public.

Information will be available to the public subject to the provisions of the Local Government Official Information and Meetings Act 1987. If you consider there to be compelling reasons why your contact details and/or submission should be kept confidential, you should contact

Hearings are expected in July 2018. Submitters who have asked to be heard will be advised of the dates available.

Where can I get more information?

Copies of this Statement of Proposal can be viewed on Whangarei District Councils website at:
www.wdc.govt.nz/cyclestrategy

Alternatively, copies of the Statement of Proposal can be viewed at Whangarei District Council Offices at:

Whangarei	Forum North – Rust Avenue
Ruakaka Service Centre	Takutai Place - Ruakaka

Alternatively, call Whangarei District Council free phone on 0800 932 462 or 09 430 4200
 or email: mailroom@wdc.govt.nz.

Draft Walking and Cycling Strategy

The Draft Walking and Cycling Strategy is attached as a separate document.

Public Notice

The following Public Notice has been placed in The Northern Advocate; The Whangarei Leader; and The Whangarei Report. Notice has also been placed on the Whangarei District Council website.

**Whangarei District Council
Draft Walking and Cycling Strategy
2018**

Whangarei District Council has undertaken a review of its Walking and Cycling Strategy. This review is undertaken every five years.

Whangarei District Council and its funding partners have invested in the development of walking and cycling networks within urban Whangarei and throughout the District. The Draft 2018 Walking and Cycling Strategy provides direction for the continuation of that development with an overall vision of *a walking and cycling destination that provides safe, attractive and viable networks for commuters and lifestyle opportunities for residents and visitors.*

The Draft Walking and Cycling Strategy 2018 updates and replaces Council's 2012 Walking and Cycling Strategy.

The Draft Walking and Cycling Strategy can be viewed from 04 June 2018 on Council's website www.wdc.govt.nz/cyclestrategy

Copies can be obtained from Council offices in Forum North, Rust Ave, Whangarei or at Council's Ruakaka Service Centre in Takutai Place, Ruakaka; or requested by phoning 0800 932 462, or emailing mailroom@wdc.govt.nz

Anyone can make a submission on any aspect of the Draft Strategy and can choose to be heard at hearing meetings of the Council.

Submissions must be received by Council no later than 5pm on 05 July 2018.

Submitters wishing to be heard at a hearings meeting will be advised of the location and time of that meeting.

**Rob Furlong
Chief Executive**



WHANGAREI
DISTRICT COUNCIL

Whangarei District
**WALKING AND CYCLING
STRATEGY 2018
DRAFT**





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About this strategy

INTRODUCTION

This Strategy provides a framework for increasing participation in walking and cycling as a principle transport mode, and for recreational purposes, contributing to a healthy and vibrant community and growing economy. Many facilities for walking and cycling will also provide opportunities for mobility scooter and for small wheeled recreational vehicles, including skateboards and scooters. This Strategy updates the *Walking and Cycling Strategy* for Whangarei City 2012.

Increasing participation requires the provision of a safe and attractive walking and cycling network, providing connections between communities, and where people live, work and play. Long term participation requires a commitment to educate young people on how to stay safe whilst walking and cycling. This commitment must also include opportunities for young people to participate, either by walking and cycling to school; in group events; or in family outings. Most importantly, parents must have confidence in the child's skills and the environment that they will be walking and cycling in.

Connectivity is a key theme to this Strategy. Whether it is connecting the places that people live with where they work to enable more commuter walking and cycling, or connecting across Northland Region with *Great and Heartland Rides*. Where those networks and connections are attractive and viable to commuters, there is the potential for significant benefits in road congestion reduction, particularly at the school gate, as well as social, environmental, economic and health benefits to the wider community.

The development of a safe and connected walking and cycling network requires investment over time. This Strategy provides Whangarei District Council, other funding agencies such as NZTA, MBIE and community organisations with priorities and strategic direction for investment. This Strategy also sets out the vision for a well-connected urban network of shared pathways, strategic tourism and recreational routes, including the development of rural *Great and Heartland Rides* that connect with other Districts.

OPPORTUNITIES

Whangarei City is located in the Hatea River Valley and is nestled between two major hill ranges and the Whangarei Harbour, creating an opportunity to create a radial network of shared pathways, cycleways and walkways connecting the City Centre with the major urban areas.

Whangarei has a growing tourism-based industry and there is opportunity to develop that industry further by providing and marketing varied walking and cycling opportunities.

The North Auckland Rail Line runs in a north-south direction, bisecting the city. This creates an opportunity to develop a shared pathway within the rail corridor, creating an easy grade connection from the City Centre to Kamo.

Whangarei District has a stunning coastline, with outstanding natural features such as the Whangarei Heads. The existing *Te Araroa Walking Route* already connects these features. There is opportunity to identify, develop and market *flagship walkways* to enhance the walking experiences available in the District to compliment the District's tourism-based industry. There is also an opportunity to create a cycling path that compliments and enhances the existing *Te Araroa Route*, connecting both north and south.



Sculpture park, Hatea Loop - Huarahi o te Whai

VISION, GOALS AND OUTCOMES

Council Vision

To be a vibrant, attractive and thriving District by developing sustainable lifestyles based around our unique environment; the envy of New Zealand and recognised worldwide

Walking and Cycling Vision

A walking and cycling destination that provides safe, attractive and viable networks for commuters as well as lifestyle and economic opportunities for residents and visitors.

Walking and Cycling Goals

A SAFE CONNECTED URBAN WALKING AND CYCLING ENVIRONMENT

- Separation from road users.
- Safe walking and cycling routes to schools.
- Enough room for walking, cycling, mobility scooters and other small wheeled recreational vehicles.
- Designed with personal safety in mind (CPTED).
- A feeling of personal safety after dark.
- Safe and secure bike storage.
- Reducing conflict between cars and people.
- Integration with other modes of transport.

A DESTINATION WHERE WALKING AND CYCLING IS A LIFESTYLE

- Connecting with the environment
- Opportunities for loops suitable for family outings
- Reducing community severance
- Enabling communities to leverage economic benefits from the provision of infrastructure and consistent marketing.

MORE PEOPLE WALKING AND CYCLING, MORE OFTEN

- Facilities for a wide range of ages and abilities.
- Promotion of safe cycling in schools.
- Community walking and cycling events.
- Attractive and viable routes for commuters.
- End to end route design, connecting with other transport modes.
- Partnering with community organisations and funding agencies.
- Promoting behaviour change.
- Promoting participation with *Level of Difficulty* gradings.

A WALKING AND CYCLING NETWORK THAT CONNECTS WITH OTHER DISTRICTS AND SIGNIFICANT LOCATIONS IN OUR DISTRICT

- Connected to regional destinations.
- Connecting tourist hotspots, outstanding landscapes and vistas.
- Connecting to other districts.
- Creating opportunity for economic growth in the walking and cycling tourism sector.

Community Outcomes

EFFICIENT AND RESILIENT CORE SERVICES



- Improved conditions for travelling
- Congestion relief
- Reduced cost for Council

CARING FOR THE ENVIRONMENT



- Reducing environmental impact through lower emissions

POSITIVE ABOUT THE FUTURE



- Stronger local economy
- Diversifying tourism opportunities
- Reducing dependence on highly seasonal activities

PROUD TO BE LOCAL



- Healthier community
- Safer environment for cyclists and pedestrians
- Happier, healthier citizens with good social cohesion

How do we align?

The Walking and Cycling Strategy has a strong alignment with a range of national, regional and local funding priorities, Strategies and Plans.

NATIONALLY

The **New Zealand Transport Agency (NZTA)** is a key partner and funding agency for transport projects in the Whangarei District. NZTA has a holistic approach to walking and cycling facilities, which includes participation through education programmes, utilising walking and cycling tracks to boost economic performance, as well as social well-being and health.

NZTA walking and cycling investment priorities encompass support for high urban growth areas; growing and connecting safe urban cycle networks; promoting economic development through connections to NZ Cycleway Great Rides and other Cycle trails; and the promotion of greater participation.

Tourism NZ actively promotes walking and cycling as a special interest activity, with nearly 10% of holiday visitors participating in some form of cycling while in New Zealand. The *Whangarei District Walking and Cycling Strategy* seeks to leverage off this promotion by providing lifestyle urban routes and connecting destinations with established walking and cycling trails and *Great Rides*.

The **Ministry of Business Innovation and Employment (MBIE)** purpose is to support and promote economic development. The Ministry funds Nga Haerenga, the New Zealand Cycle Trail, which the Whangarei District Cycle Routes seek to connect to.

The Whangarei District Walking and Cycling Strategy aligns with key national priorities and strategies.

REGIONALLY

Northland Regional Council is preparing a **Regional Walking and Cycling Strategy**. This is being developed in partnership with Far North, Kaipara and Whangarei District Councils.

The Regional Strategy will show the overall framework for regional walking and cycling routes and aspirations of the Northland Region. It is consistent with the focus of the *Whangarei District Walking and Cycling Strategy*.

The **Northland Regional Land Transport Plan (2015-2021)** sets out the overall regional land transport priorities. This includes a strategic priority to increase travel choice through public transport, walking, cycling and horse-riding. This *Walking and Cycling Strategy* seeks to improve participation in walking and cycling, and to promote connections between walking, cycling and public transport.

The **Tai Tokerau Northland Economic Action Plan** has a goal of developing higher quality, culturally enriching tourism offerings across the region, that promotes longer stays. A significant work stream is the revitalisation of the *Twin Coast Discovery Route*. The *North-South Cycleway Connection*, through Whangarei will effectively create a *Twin coast Discovery Cycleway*.

The Whangarei District Walking and Cycling Strategy aligns with key Northland Regional Strategies and Plans and the Twin Coast Discovery Highway Business Case.

LOCALLY

The **Whangarei District Long Term Plan (LTP)** identifies funding for projects over the next 10 years, including \$15.8 million (with an NZTA subsidy) for new walking and cycling tracks.

The **Whangarei District Plan** provides the overall planning framework for the City and includes a 'Kamo Walkability Zone' where planning policy and rules encourage walking and cycling. The walkability concept is expected to be extended to other urban communities.

Whangarei 20/20 Momentum Project 2016 identifies a range of community development projects aimed at creating a resilient and liveable community. Community connectivity is a key theme of identified projects, including the development of a comprehensive pedestrian and cycle network.

Whangarei City Centre Plan 2017 provides a strategic blueprint for the transformation of the Whangarei City Centre into a bustling, thriving activity hub, through a range of transformational moves, including the development of movement networks,

The **Blue Green Network Strategy** aims to connect the District's waterways (blue), parks, reserves and greenspace (green) in a manner that provides multiple benefits, including a sense of place and connectivity, including the creation of off-road walkways and cycleways and increasing connectivity between neighbourhoods and parks.

Aspects of the Walking and Cycling Strategy implementation will be driven by a range of Council Plans, Strategies and projects.

How do we connect?

Our strategy is to connect our communities locally, as well as connect with nationally and regionally significant walking and cycling routes and destinations.

NATIONALLY

Te Araroa – New Zealand's Trail is a continuous 3,000 km walking track from Cape Reinga to Bluff. The Trail is administered by the Te Araroa Trust.

The Trail takes a coastal route connecting Russell Forest with the Whangarei Heads, and South through Waipu to Mangawhai via Bream Bay and the Brenderwyns.

Nga Haerenga The New Zealand National Cycle Trail is a set of premiere grade *Great New Zealand Rides* and *Heartland Rides*. The long-term aim is to develop a nationwide cycle network, enabling locals and international visitors to explore all New Zealand by bike.

The *Whangarei District Walking and Cycling Strategy* prioritizes a cycle route that connects Whangarei City with **Pou Herenga Tai Twin Coast Great Ride** from Bay of Islands to the Hokianga Harbour. A further connection from Whangarei City south through Mangawhai in the Kaipara District, to establish a cycling connection to Auckland. The Whangarei Strategy also seeks to connect to the west, joining with regional routes that Kaipara District are creating, with the aim of completing a *Twin Coast Discovery Cycle Route* that complements the existing *Twin Coast Discovery Highway*.

REGIONALLY

The *Whangarei District Walking and Cycling Strategy* prioritises the development of regional routes that connect major destinations and compliment the *Regional Walking and Cycling Strategy*.

Proposed main routes are intended to connect regionally significant destinations, including the Tutukaka Coast, Whangarei Heads and Bream Bay, with Whangarei; as well as other destinations, such as Glenbervie Forest Mountain Bike Park.

The aim is to create a regional tourism and recreational network that connects rural communities and enables them to leverage off the infrastructure to develop economic opportunities, including accommodation, support services and guided or hire services.

To achieve this aim, we will collaborate with Far North, Kaipara and Northland Regional Councils, and DOC, to create a regional network of walking and cycling options that will be attractive to the walking and cycling tourist market.

Flagship walkways are also identified and prioritised. These are regionally or nationally significant walkways within Whangarei District.

LOCALLY

Connecting local communities with high-quality shared pathways is a major priority of the *Walking and Cycling Strategy*. These connections will be supported by integrating different transport modes, and having a focus on 'end to end' journeys.

Our major communities include **Kamo, Onerahi, Tikipunga, Raumanga, Otaika and Maunu**, with plans for a new community area at **Limeburners**. The communities will be connected via core routes that provide an easy grade to the City Centre, with a focus on shared paths wherever practicable.

As these core routes are completed, connections will be made with schools, active playgrounds, significant urban destinations and places of work and recreation. This will create a true network where walking and cycling will be a viable option for commuters and recreational pursuits.

Participation in the local connections network will be supported with cycle education and events. A **dedicated cycle hub** will be developed on Pohe Island, in the heart of Council's flagship shared path, the Hatea Loop – Huarahi o te Whai. This facility will deliver education and bike skills programmes to all levels of ability.

What are the key issues we face?

To reach our Goals, we will need to address some key issues.

KEY ISSUES

Goal 1: A safe connected urban walking and cycling environment

- 1.1 Key walking and cycling routes have not yet been completed.
- 1.2 Pedestrians and cyclists are at a greater risk of serious or fatal injuries if involved in a vehicle crash.
- 1.3 Urban arterial roads are causing severance issues for communities.
- 1.4 The population of Whangarei District is aging.

The creation of a safe and connected walking and cycling environment requires core infrastructure to be completed, with a focus on separating pedestrians and cyclists from cars by utilising off-road routes wherever practicable.

Since Council introduced its Shared Path programme as part of the *Walking and Cycling Strategy*, there has been a slight downward trend in serious accidents involving cyclists and pedestrians. It is anticipated that as the shared path and off-road connections are completed, this positive downward trend will continue, and participation will increase.

Whangarei is divided by a number of major arterial roads, including SH1 and SH14, which are difficult for pedestrians and cyclists to cross. By improving crossings on arterial roads, communities will become more connected, and walking will become a more viable option.

Goal 2: A destination where walking and cycling is a lifestyle

- 2.1 There is a lack of end to end walking and cycling facilities.
- 2.2 Not all urban, rural and regional destinations of interest are connected by well-defined walking and cycling routes.
- 2.3 Walkers and cyclists have a wide range of skill, abilities and disabilities.
- 2.4 There are a range of local community groups that wish to develop walking and cycling opportunities in their area.

To promote Whangarei as a destination where walking and cycling is a lifestyle requires a holistic approach to the provision of facilities. Routes, infrastructure and facilities need to provide for a wide range of skills and abilities, including access for disabled, elderly and child participation.

Facilities for bicycle storage at key destinations need to be provided, with toilets, clean water, attractive and safe off-road resting places for longer recreational routes. Transport integration should allow a person to take a bus for part of the journey, and walk or cycle to their destination.

Goal 3: More people walking and cycling, more often

- 3.1 The community perception of cycling is that it is unsafe, unattractive and inconvenient.
- 3.2 Many parents are risk averse and are unwilling to allow young people to walk or cycle to school.
- 3.3 Bike parking and a lack of appropriate Infrastructure is a significant barrier to encouraging more people to walk and cycle.
- 3.4 Additional infrastructure is required to make routes truly accessible.
- 3.5 Restrictive bylaws can be an impediment to cycle participation, as well as other alternative transport modes such as scooters and skateboards.

The community perception of cycling is that it is unsafe, unattractive and inconvenient, meaning that cycling is not effectively contributing to the overall transport system, despite the health and other benefits of this mode of transport.

75% of adult New Zealanders, living in an urban area say that they would cycle if there were safer roads or a better cycling network, with 61% believing that cycling is a good way of getting around town easily and efficiently. However, nationally, the rates of walking and cycling have been declining.

Reversing the decline in participation requires a carefully planned and sustained investment in walking and cycling that addresses the required infrastructure, but also other 'people focused' methods such as education, events and 'end to end' walking and cycling options.

Goal 4: A walking and cycling network that connects with other districts and significant locations in our District

- 4.1 Land ownership varies along the length of rural routes
- 4.2 The development and completion of regionally connected routes will require Council to partner with other funding agencies
- 4.3 There is an opportunity to leverage rural cycle route development as part of major upgrades to the State Highway Network.
- 4.4 The development and marketing of a regional walking and cycling network requires strategic direction on a region-wide basis.

Tourism contributes 4.2% to the Whangarei District GDP, with average annual guest nights rising 8.8% between 2016 and 2017. Whangarei District Council is seeking to promote the District as a walking and cycling destination as one plank of its overall visitor and economic strategy.

In addition to a well-designed and managed end to end urban network, it is also important to connect Whangarei to other districts by developing strategic networks that connect Northlands existing *Great Rides*, *Heartland Rides* and *Great Walks*, as well as the *Te Araroa - New Zealand's Trail*. This includes the identification, development and marketing of flagship walks in our District. To achieve this, it will be necessary to focus on collaborating with other councils and developing consistent branding and messaging.

What has the community told us?

We have been talking to key stakeholders about walking and cycling in the Whangarei District. In addition, we received feedback on walking and cycling issues as part of our Long Term Plan (LTP) development.

COMMUNITY SUPPORT

There is community support for the development of walking and cycling infrastructure in the District.

When asked what the most important activity for Council to focus on, nearly 10% (9.29%) said that walking and cycling, including the provision of tracks, trails, cycleways and walkways is in their top three priorities.

The key themes of community and stakeholder feedback is identified below.

VILLAGE PLANNING

More Village Planning was a key theme of the LTP feedback received. Village Planning encompasses a range of things. In terms of walking and cycling, it includes the promotion of urban design, traffic calming and policy to create an environment that encourages walking and cycling.

Kamo is the first of our 'Walkability Zones', and this Strategy promotes the investigation and development of similar zones around our key communities.

Village Planning to promote walking and cycling is principally achieved through the *District Plan*, grants, and with support from the *Walking and Cycling Strategy*.

REVITALISATION OF THE CITY CENTRE

The revitalisation of the City Centre is a wide-ranging objective, including the improvement of pedestrian facilities, better access by public transport; walking and cycling.

Our shared path network connects through the City Centre with our main urban communities. This will provide a safe cycling and walking option to access the City Centre.

The creation of pedestrian friendly zones, particularly in the City Centre and Town Basin areas will be promoted and supported. Support can include speed limit reviews; bylaws that enable cyclists, pedestrians, scooters and other alternative transport modes.

COMMUNITY SAFETY

Community safety feedback focussed on CPTED (Crime Prevention Through Environmental Design), CCTV and lighting.

The designs of new shared paths, footpaths and under passes for walking and cycling are consistent with CPTED principles.

Vandalism and theft of bicycles is an extension of the community safety theme. The promotion of safe bicycle storage facilities, that not only allows for theft prevention, but also reduces the frequency of vandalism is part of an overall strategy to encourage more people to walk and cycle more often.

SAFE TO RIDE HUBS

There is a need to identify alternative places as *Learn to Ride* or *Safe to Ride* spaces. These spaces need to provide an accessible area where young riders in particular, can learn or practice their riding skills without risk from vehicles.

Not everyone has the resources to travel to a central bike hub location like Pohe Island. The identification of a wider network of places where *Learn to Ride* events can be delivered locally will complement the Pohe Island Bike Hub.

Safe to ride spaces could include schools where the *Bikes in Schools* programme has developed a track, or other facilities, suitable carparks and some paved sports areas.

ADDITIONAL INFRASTRUCTURE

Infrastructure in addition to the physical shared pathway is needed to ensure that the network becomes truly accessible to all. Additional infrastructure includes:

- toilets; including directions to nearby facilities
- rest stops; including shade, seating and water located along the route
- safe and secure storage facilities for bicycles at destinations
- space that is attractive and welcoming.

LEVERAGING ECONOMIC BENEFIT

A key aspect of the Strategy is to enable economic benefit to be leveraged from walking and cycling infrastructure in both urban and rural areas.

The infrastructure will connect our communities, destinations and places where people gather. Regional collaboration, branding and promotion will provide greater opportunity for communities to realise the potential economic benefits, where it is led by a regional agency such as the *Northern Transportation Alliance* (NTA).

SUPPORT FOR CYCLE ROUTES

The majority of the walking and cycling feedback from the LTP process identified specific routes to be developed. These included parts of the route connecting Whangarei with the *Twin Coast Great Ride* via the Tutukaka Coast. There was also support for the southern link through Ruakaka, Waipu and Waipu Cove.

What are the gaps?

We have made progress in developing our walking and cycling infrastructure, and delivering educational and participation programmes like *Bikes in Schools*, including:

- The Hatea Loop shared path
- Developed parts of the Onerahi Shared Path
- Commenced construction of the Kamo Shared Path
- Completed parts of the route from Waipu to Waipu Cove
- Delivered the *Bikes in Schools* programme to 3,400 children in 15 Schools

There are still things that we need to continue focussing on, including:

OUR CORE URBAN ROUTES

We have not yet completed our core shared path routes in the Whangarei urban area. We need to continue focussing on the completion of the core urban backbone routes.

As the backbone routes are completed, we will be able to develop branches to these routes to connect with schools, recreational areas and other places that people gather. Key targets are:

- *Kamo Route* – June 2019
- *Raumanga Route*
 - SH1 / Tarewa Road Crossing – 2018-2019
 - Bernard to Maunu – 2021-2023
- Onerahi Riverside Drive – Beach Road links 2028
- identify and create strategic pedestrian and cycle crossings of our arterial roads and State Highways to reduce community severance.

OUR TOURISM AND RECREATIONAL ROUTES

Our tourism and recreational routes are those that connect across the region with other districts. Although there has been some development of these routes, much is yet to be completed. To achieve this, we need to focus on:

- completion of the Ngunguru to Scows Landing section of the Northern Route
- complete the Waipu to Waipu Cove and Laings Beach section of the Southern Route
- identify options and prepare a detailed business case and implementation plan for the *Northern Route* connecting Whangarei with the *Twin Coast Great Ride*
- identify options and prepare a detailed business case and implementation plan for the *Southern Route* connecting Whangarei with Kaipara District.

SUPPORTING INFRASTRUCTURE

We need to develop our supporting infrastructure along routes and at destinations including rest stops, seating, toilets and secure storage facilities.

Our focus needs to be on:

- the installation of secure bike storage facilities at key locations, including:
 - Kensington Park and other significant sports fields
 - within the City Centre and at other community hubs
- working with major retail centres to encourage the provision of secure bike storage areas for customers
- encouraging businesses to provide bike storage areas, changing facilities and showers for their employees
- include rest stops, seating and shaded areas at the design and tendering stages of new routes and pathways.



Heritage trail, Hatea Loop - Huarahi o te Whai

EDUCATION AND PARTICIPATION

We need to continue the delivery of the *Bikes in Schools* programme and extend and compliment it by:

- Developing and completing the *Pohe Island Bike Hub* project
- Identify Safe to Ride locations throughout the Whangarei urban area and within our rural community centres
- develop and deliver walking and cycling events that are accessible to the whole community, including the elderly and disabled.

CITY CENTRE

Our core shared path routes all connect our urban communities though the City Centre, but our City Centre is not pedestrian or cycle friendly.

Bank Street forms a barrier between the City Centre and Forum North, the Library and significant car parking areas. Dent Street is a significant barrier between the City Centre and the Town Basin, with no clear walking or cycling connections.

- Review vehicle speed limits and routing within and around the City Centre.
- Improve pedestrian access from the City Centre to Forum North, including improved crossings on Bank Street.
- Develop pedestrian connections from the City Centre to the Town Basin by using urban design, traffic calming and crossings of Dent Street.

What are the types of cycle pathways?

GREENWAYS

Greenways are walking and cycling friendly 'quiet streets'. They are characterised by low traffic volumes and low speeds. *Greenways* are normally located in residential areas, providing connections from main routes to residential areas, community facilities and schools.

Greenways will be used to provide indirect connections from our backbone routes to schools, recreational areas and other community facilities.

SHARED ZONES

A *Shared Zone* is where there is no segregation of road users. Pedestrians, cars and cyclists share a space where there are no formal footpaths or road markings. The area is characterised by street furniture, cycle parking, landscaping and environmental queues.

Drivers and cyclists are legally required to give way to pedestrians.

Shared Zones will be promoted and used in destination areas like the City Centre, where our core backbone routes connect.

SEALED SHOULDERS

A *Sealed Shoulder* comprises space and an appropriate surface for cycling outside the general traffic lanes along the edge of a generally un-kerbed road.

Sealed Shoulders will be utilised along more rural routes, and along alternative cycle routes that are utilised by more experienced, confident cyclists.

CYCLE LANES

Cycle Lanes are painted lanes within the carriageway that are suitable for more confident cyclists but, apart from encouraging separation from vehicles, do not offer sufficient protection for less experienced or nervous cyclists.

Painted cycle lanes provide faster cycle commuter options along arterial routes for confident cyclists wishing to travel faster than on a shared path and are a viable secondary commuter route, for example, along SH1 and SH14.

SEPARATED CYCLEWAYS

Separated Cycleways are exclusively for cycling, and have a physical barrier from motor traffic.

Separated Cycleways will be utilised where practicable for commuter-based routes on arterial routes.

SHARED PATHS

A *Shared Path* is designed to be utilised by pedestrians, cyclists, riders of mobility devices and riders of wheeled recreational devices at the same time.

Generally, a *Shared Path* is at least 3 metres wide, and is of an easy grade, with a focus on accessibility.

Wherever practicable, our core urban backbone routes will be shared paths, with a focus on accessibility and easy grades. *Shared Paths* will also be utilised for recreational loops, for example, the Hatea Loop.

TRAILS

Trails are generally located in rural areas, and can be sealed or un-sealed. *Trails* cater for a variety of skills and experience, but particularly for the recreational cyclist (or walker) or for touring (for example the New Zealand Cycle Trail).

A *Trail* does not necessarily follow a road and can include technical mountain bike trails through to fully accessible *Great Rides* or *Heartland Rides*. Our rural tourism and recreational routes will generally be a *Trail*.

GREAT RIDES AND HEARTLAND RIDES

A *Heartland Ride* forms part of the *New Zealand Cycle Trail*, and enables the user to experience 'Heartland New Zealand' and may include quiet, scenic back country roads, or off-road sections following paper roads, rail corridors or riparian areas.

A *Great Ride* conforms to a higher standard and is a recognised, nationally significant ride.

Our rural strategic network, connecting regionally to the north, south and west will be designed, wherever practicable, to either a *Great Ride* or a *Heartland Ride* standard.

What are the types of walking pathways?

FOOTPATH

A concrete pathway within the urban or urban rural area, generally located alongside roads. *Footpaths* include shared paths. *Footpaths* provide a walking commuter option within the urban area and are generally well lit, with pedestrian crossings provided at intersections and across main arterial roads.

PATH

Provides an easy walking opportunity, mostly within an urban setting and suitable for all ages, abilities and most fitness levels. A *Path* is well formed on a durable surface such as concrete, chip seal, asphalt or compacted gravel and is well defined so that users can easily find their way in low light and all weather conditions.

SHORT WALK

Provides a well formed, easy walking experience that is up to 1 hour (return) in duration. A *Short Walk* is suitable for most ages and fitness levels, including people with mobility difficulties. The *Short Walk* is well defined so that users can easily find their way in all weather conditions, with all watercourses bridged.

WALKING TRACK

An extended walk that can range from a few minutes' duration to a full day return. A *Walking Track* is a well-defined, clearly marked track that is suitable for relatively inexperienced people with a low level of back country skill. All but the smallest watercourses are bridged.

GREAT WALK / EASY TRAMPING TRACK

Generally, a multi-day tramping track catering for relatively inexperienced backcountry trampers. These tramping tracks are well-constructed with a track surface, and bridges across rivers and major streams. The track is well defined by the track formation or markers (which may be poles or markers).

TRAMPING TRACK

A marked tramping track that generally follows the lie of the land and is commonly not formed. The track is marked using markers, poles or cairns (except where there is a formed track) with bridges across key river crossings only. A *Tramping Track* may be multi-day or backcountry tracks taking less than a day.

ROUTE

Generally, an unformed, lightly cut route, or it is defined by use and not maintained. A *Route* caters for the most experienced of backcountry visitors. *Routes* follow the lie of the land and are not formed. Rivers and streams are not generally bridged.



Hatea River Walkway



Smugglers Cove Track, Whangarei Heads

What are the issues and actions?

Goal 1: A safe connected urban walking and cycling environment

ACTION	IMPLEMENTATION	PRIORITY
1.1 Key walking and cycling routes have not yet been completed		
Kamo Route <ul style="list-style-type: none">Completion June 2019 Raumanga Route <ul style="list-style-type: none">SH1/Tarewa Road Crossing 2018-2019Bernard Street to Maunu Section 2021-2023 Onerahi Route <ul style="list-style-type: none">Complete link sections (3.5km) Riverside Drive - Beach Road and connect to City Centre (1.5km) Tikipunga and Limeburners Route <ul style="list-style-type: none">Route selection and business plans	Construction of the Kamo Shared Path has commenced with LTP funding in place. The SH1/Tarewa Road crossing will be installed as a component of the SH1 upgrade and installation of new bridges at Raumanga Stream. Funding will be secured through the LTP process for Onerahi and Tikipunga route work.	Short – Medium Term
1.2 Pedestrians and Cyclists are at a greater risk of serious or fatal injuries if involved in a vehicle crash.		
Continue an annual programme of traffic calming and speed reduction works, including the development of <i>Greenways</i> and <i>Shared Zones</i> .	Traffic calming and speed reduction works will be undertaken as part of Council's business as usual roading programme. Council will undertake a District-wide speed review. The review will include the City Centre and urban residential areas. Safe crossing points for pedestrians and cyclists will be included as part of ongoing road upgrades, with priority for State Highways and arterial roads.	BAU
Construct footpaths on at least one side of all existing urban roads where appropriate.		
Provide safe crossing points for pedestrians and cyclists on arterial roads, and busy roads, including island refuges.		
Monitor and enforce motor vehicle speed limits.		
Review the levels of service of existing pedestrian network and prepare funding proposals for identified gaps.		
1.3 Urban arterial routes are causing severance issues for communities		
Identify and map locations for key pedestrian and cycle crossings of arterial routes and busy roads, including within the City Centre and State Highways.	Key crossings will be identified during shared path route selection and design. Community severance will form part of the decision-making process when funding new footpaths and crossings using the <i>Footpath Prioritisation Matrix</i> . Urban design, including walkability zones, interconnectivity will be developed as part of the on-going review the <i>District Plan</i> and other planning documents.	Key crossing Identification is a short-term priority. Community severance and urban design is a BAU Priority.
Where practicable, community severance issues will be provided for in urban roading projects.		
Promote urban design and development that creates environments sympathetic to pedestrians and cyclists, supporting community connectivity, particularly in the City Centre.		
1.4 The population of Whangarei District is aging		
Consider walking accessibility for older age groups when reviewing <i>Environmental Engineering Standards</i> , including provision for mobility scooters, path widths and grading on new or upgraded paths.	In addition to <i>Engineering Standards</i> , accessibility for an aging population will be a factor when reviewing bylaws and planning documents (including structure plans).	BAU
1.5 There is a lack of end to end walking and cycling facilities		
Promote facilities such as bike storage and changing facilities with local businesses.	This Action will be implemented through advocacy.	BAU

Goal 2: A destination where walking and cycling is a lifestyle

ACTION	IMPLEMENTATION	PRIORITY
2.1 There is a lack of end to end walking and cycling facilities		
Enable cyclists to also utilise the public bus network by providing bicycle racks on all buses.	To enable cyclists to also utilise the bus network for part of their journey, public bus contracts will incorporate <i>Bike on Bus</i> facilities on all busses. Transport assessments will be promoted through the District planning process and through Council’s transport strategies. Improved business-led cycle facilities will be promoted through advocacy, with Council reporting on options.	<i>Bikes on Bus</i> Short-term Priority. Cycle facilities and transport assessments - BAU
Develop and promote Integrated Transport Assessments for new developments.		
Promote the provision of walking and cycling facilities by businesses for their staff, including safe cycle storage, changing facilities and showers.		
Promote safe and secure cycle storage at retail centres and other places where people frequent.		
2.2 Urban, rural and regional destinations of interest are not connected by well-defined walking and cycling routes		
Prepare detailed route options and business plans to complete key strategic route connections.	Business plans and options will be funded through the LTP and partnerships with other agencies like NZTA, MBIE and community groups. Council’s <i>Walking and Cycling Reference Group</i> will promote a regional branding collaboration.	Short-term priority
Develop and support a regional approach to walking and cycling branding through a single agency; covering promotion, signage and grading.		
Actively seek, and support communities that seek to expand our network.		
2.3 Walkers and cyclists have a wide range of skill, abilities and disabilities		
Support the development of a 'Cycle Hub' as part of the Pohe Island development plan, including: <ul style="list-style-type: none">• A ride track• Pump track• Learn to ride• Mountain Bike Skills Track• Educational facilities and buildings	A <i>Cycle Hub</i> and <i>Safe to Ride</i> areas will be supported through a range of funding and planning documents, including: <ul style="list-style-type: none">• LTP for ongoing funding• Pohe Island Reserve Management Plan• Recreation Strategy• Blue/Green Strategy Delivery of <i>Learn to Ride</i> , <i>Bikes in Schools</i> and other walking and cycling events will be delivered by a range of community organisations, including Bike Northland and Council.	Identification and development - short-term priority Ongoing support and consultation - BAU
Identify <i>Safe to Ride</i> areas throughout the urban area, and promote cycle events and training programmes in those areas.		
Consult and liaise with Council’s Disability Reference Group to identify relevant issues and to involve that group in the identification, prioritisation and design of pedestrian projects.		
2.4 There are a range of local community groups that wish to develop walking and cycling opportunities in their area.		
Identify local community resources and partners to develop key connections within and between rural and urban communities.	Identification of community resources will be undertaken through wider community consultation, and Council’s <i>Walking and Cycling Reference Group</i> .	BAU / grants
Develop and promote partnership projects with local communities.		

Goal 3: More people walking and cycling, more often

ACTION	IMPLEMENTATION	PRIORITY
3.1 The community perception of cycling is that it is unsafe, unattractive and inconvenient		
Develop and deliver a Lets-go-Community walking and cycling initiative to promote positive behaviour change.	LTP funding will include the delivery of behavioural change programs and education initiatives and events. Council will identify options for a dedicated resource to deliver these programmes.	BAU and short-term priority
Promote consistent and positive walking and cycling messaging and travel planning through a single branding agency.		
3.2 Many parents are risk averse and are unwilling to allow young people to walk or cycle to school		
Promote and increase cycle and pedestrian awareness through the Share the Road education initiative.	The delivery of educational and promotional activities will be led by different partner agencies: • Bikes in Schools – Bike Northland • Bike training activities and events – Bike Northland • Share the Road campaign – NZTA • School Travel Planning – Council.	BAU
Support and promote the Bikes in Schools programme.		
Develop and promote School Travel Planning.		
Promote family-based walking and cycling activities and events, including walking busses.		
3.3 Bike parking and a lack of appropriate Infrastructure is a significant barrier to encouraging more people to walk and cycle		
Provide secure bike storage facilities at recreational and community centres.	The identification and prioritisation of bike storage facilities will be undertaken in consultation with the Walking and Cycling Reference Group. The District Plan and consent process will be utilised to develop bike storage facilities. This may require plan changes to achieve.	Short-term priority
Co-ordinate and partner with other agencies, for example DOC, to develop and provide appropriate walking and cycling infrastructure, including bike parking.		
Encourage secure bike storage and travel planning as part of consented developments.		
3.4 Additional infrastructure is required to make routes truly accessible.		
Include the provision of rest stops, seating, shade, water, bike storage, way finding, cultural experiences and accommodation as part of the design and route selection process.	LTP and other funding applications for route development will include funding for additional infrastructure where practicable.	BAU
3.5 Restrictive bylaws can be an impediment to cycle participation, as well as other alternative transport modes such as scooters and skateboards.		
Safe cycle, scooter and skateboard access and use as a mode of transport will be a consideration when reviewing bylaws and other relevant Council policy.	Review of bylaws, planning documents and Council policy will be undertaken within the normal review timeframes and processes.	BAU

Goal 4: A walking and cycling network that connects with a regional network through significant locations in our District

ACTION	IMPLEMENTATION	PRIORITY
4.1 Land ownership varies along the length of rural routes		
Identify and prepare options for detailed strategic rural tourism and recreational routes.	Identification of options and community engagement will be supported by the <i>Walking and Cycling Reference Group</i> .	Short-term priority
Develop an on-going community engagement plan for each route stage, with a focus on engaging with landowners.		
4.2 The development and completion of regionally connected routes will require Council to partner with other funding agencies		
Support and maintain the <i>Walking and Cycling Reference Group</i> as a key stakeholder consultation group.	Funding will initially be provided through the LTP process, along with funding applications to other agencies.	Short-term priority
Develop full business cases and options for each stage of the <i>Strategic Regional Network</i> .	A specific project group, reporting to the <i>Walking and Cycling Reference Group</i> will be required to develop partnerships with stakeholders, community groups and other funding providers.	
Identify potential funding partners for stages of the <i>Strategic Regional Network</i> .		
Identify, develop and support partnerships with community groups and organisations that wish to develop portions of the wider network, particularly the District-wide routes connecting to the north and south.		
4.3 There is an opportunity to leverage rural cycle route development as part of major upgrades to the state highway Network.		
Promote the inclusion of a cycle route connecting the proposed <i>Limeburners Urban Route</i> with Ruakaka and Waipu, south of Whangarei as a component of the Whangarei to Port Marsden four-laning project.	Council will actively advocate for a cycling connection to be included as part of future developments of SH1 between Whangarei and the Brynderwyns.	BAU
4.4 The development and marketing of a regional walking and cycling network requires strategic direction on a region wide basis		
Develop and promote a regionally consistent approach to a regional cycle network, including branding, priorities and co-ordination between districts.	In collaboration with other Northland Council's, including NRC and Northland Inc, identify and assist with the funding of a single organisation to promote and develop branding for cycleways in Northland.	Short-term Priority
Programme business cases for cycling in Northland.		
Support the development of a Northland wide strategy.		

How do we set our priorities?

SETTING PRIORITIES

Our priorities for walking and cycling are set around the 3-year review cycles of the LTP. The LTP sets out the direction of Council and the funding needed over a 10-year period. The LTP is reviewed every three years.

In setting the walking and cycling priorities to the LTP cycle, we ensure that projects and infrastructure requirements coincide with Council's major funding rounds.

PRIORITY	WHAT WE MEAN
Short-term	A priority that we are aiming to implement or complete within the next cycle of the LTP (2018-2021).
Medium-term	We are not expecting to have this action fully implemented until the second cycle of the LTP (2021-2025).
Long-term	Implementation is expected to commence within the 10-year horizon of the LTP (most likely 2025-2028).
BAU	This is an on-going Action that is implemented as part of Council's normal annual work programmes.

PRIORITY WORK-STREAMS

The implementation of the *Walking and Cycling Strategy* can be divided into three work-streams:

- *Urban Shared Pathways*
- *Tourism and Recreational Routes*
- *Safety and Participation Programme*

The *Urban Shared Pathways* work-stream focusses on delivering the infrastructure necessary to develop an accessible walking and cycling network throughout the urban areas. These shared pathways will connect our communities by linking the places that people live, work, play and learn.

The *Tourism and Recreational Route* work-stream focusses on regional connections to Far North District and Kaipara District. The core backbone routes will be constructed to a *Heartland* or *Great Ride* standard. The long-term priority will be to include optional byways that cater for a varied technical or fitness levels.

The District-wide strategic routes will connect our smaller rural communities and coastal areas. They will provide opportunity for smaller rural communities to leverage economic opportunities from the routes.

The *Safety and Participation* work-stream focusses on the delivery of improved cycle and pedestrian safety through *LetsGo*, *Bikes in Schools*, travel planning and promotional activities.

The flagship of the *Safety and Participation* work-stream is the *Pohe Island Bike-Hub*. This facility will provide practical road safety and cycle safety education to all age ranges and abilities.



Kamo Shared Path



Twin Coast Cycleway

How do we implement this Strategy?

COLLABORATIVE APPROACH

The implementation of the *Walking and Cycling Strategy* requires co-ordination and collaboration across Council infrastructure activities (roading and recreation), planning (*District Plan* and other development plans), key funding agencies and the community.

A *Walking and Cycling Reference Group* has been established to guide and promote the coordination and collaboration required. The Reference Group has a diverse membership, representing specific projects, users, advocacy groups and agencies. The Reference Group includes Councillor representation and key Council staff.

The *Walking and Cycling Reference Group* is integral to the successful implementation of this Strategy.

The *Walking and Cycling Reference Group* will:

- be managed in accordance with an agreed *Terms of Reference*
- meet on a regular basis
- review progress on the implementation of the *Walking and Cycling Strategy*
- provide feedback to Council, and other agencies on walking and cycling projects and relevant planning issues
- lobby for improved walking and cycling facilities.

LEVERAGING FUNDING

Council will actively seek additional funding, either as subsidies, financial grants or 'in kind' assistance; to maximise the potential community outcomes for walking and cycling projects that are consistent with the strategic direction provided in this Strategy.

Where an appropriate third party is seeking Council assistance for a walking and cycling project. Council will consider:

- the project in relation to the priorities of the *Walking and Cycling Strategy*
- a range of options for assistance, including both financial and non-financial assistance.

COUNCIL FUNDING

Council's primary funding mechanism is the LTP. The LTP provides long-term direction and priorities for Council funding, and identifies key projects.

Funding from Council is critical in the delivery of walking and cycling infrastructure, as well as in supporting programmes to promote uptake of walking and cycling, particularly to increase the number of school children walking or cycling to school, and the number of walking and cycling commuters.

Council will prioritise its walking and cycling funding where that funding:

- contributes to the completion of the core urban and rural tourism and recreational routes identified in this Strategy
- promotes participation and uptake of walking and cycling
- Council funding can be used to leverage improved walking and cycling outcomes through third parties such as NZTA.

ADVOCACY

Council will advocate for the development of strategic urban and rural routes, utilising existing or planned infrastructure, including the appropriate use of rail corridors and as part of State Highway upgrades. Although there is a focus on shared paths, it is expected that a variety of pathway types will be utilised to suit the route, location and expected use.

Council will also advocate for improved walking and cycling outcomes at the regional and national level by actively contributing to public debate and consultations.

What are the risks?

IMPLEMENTATION RISKS

Insufficient funding including local, regional and national programmes

This risk is addressed by:

- providing long-term funding direction by identifying walking and cycling projects, and funding within Council's LTP
- ensuring that evidence based participation and uptake forecasts are utilised to support funding and policy decisions
- actively participating in the development of walking and cycling policy and strategy at a regional and national level.

Insufficient public support

Public support is critical for on-going funding of walking and cycling infrastructure and networks. Evidence shows that there is significant public uptake once there is a true network of options available. The Hatea Loop is a local example of significant uptake.

This risk is addressed by:

- developing and promoting uptake of walking and cycling options across all levels of ability
- promoting the real benefits of walking and cycling through events
- ensuring that major routes are designed to suit the specific needs of the community it is serving.

Lack of co-ordination

This risk is addressed by:

- supporting and maintaining the *Walking and Cycling Reference Group*
- establishing a regional governance group like the NTA.

Inability to gain access

Gaining access includes negotiating access to rail corridors, road reserves, coastal properties with private riparian rights or purchasing private property for access corridors.

WHAT IF WE DON'T IMPLEMENT THIS STRATEGY?

Council is working toward Whangarei being a vibrant, attractive and thriving District. A key community outcome is 'Proud to be Local'. This Strategy is about creating a District that people want to live in; where there are a range of lifestyle opportunities. If we do not implement this Strategy:

- Council's *Vision* and *Community Outcomes* may not be fully realised
- there will be an inability to fully leverage central government resources and funding to build a better community
- there will be missed opportunity to improve the health and well-being of our people
- there will be missed opportunity to reduce cars on our roads, reduce congestion and reduce pressure on limited carparking resources.
- an opportunity to reduce the environmental and carbon 'footprint' of Whangarei District will be lost.



Waipu Cycleway

Developing participation

HOLISTIC APPROACH

Achieving a goal of 'more people walking and cycling more often' requires a holistic approach to improving walking and cycling participation.

The key reasons for a lack of participation needs to be addressed through a holistic approach that includes skills development, safety and participation programmes in addition to the provision of physical infrastructure.

There has been a steady decline in active cycle participation by young people, with the average time spent biking by 5-12-year olds each week reducing from 28 minutes to 4 minutes between 1990 and 2014. Only 14% of New Zealanders aged 10-14yrs receive formal safe cycling training in real road situations. Only 2% of kids cycle to school, down from 12% in 1990.

Yet, 97% of New Zealand children want to cycle.

The reasons for the decline in participation by young people are complex, but include:

- a perception that cycling to school on the road is dangerous
- an increase in risk averse parenting (resulting in an inclination to drop school children at the school gate)
- skills and confidence

The provision of skills, confidence and safety training will address some of these barriers to participation, particularly where parents can also be involved.

Within the active adult population, there is a reluctance to choose walking or cycling as an alternative method of transport, particularly when commuting to work. The reasons vary, but include:

- a perception of high personal risk
- a lack of secure bike storage, changing facilities and showers in many businesses
- weather.

Our less active adult population, and the older generation may have physical impediments to participating in cycling. However, other aspects may reduce participation in walking activities, including:

- a lack of infrastructure such as resting areas, shade and other conveniences
- isolation.

Promoting socially active programmes for walking for older age groups will assist in reducing social isolation. Ensuring that bylaws, and the design of infrastructure that enables the use of mobility scooters and other mobility aids will encourage greater participation in the older age groups, and by less active adults.

BIKES IN SCHOOLS

Bikes in Schools is our flagship participation and safety programme, targeting primary and intermediate age school children.

This programme has been delivered to 15 Schools, reaching 3,400 students. *Bike in Schools* includes the installation of a bike track, secure storage, bikes and helmets for all students. Cycle skills and safety training is delivered to a Level 2 standard.

Bike Northland delivers *Bikes in Schools* with funding from Council, NZTA and other partners.

The continuation of this programme is a priority to address skills and confidence in young people, and to increase parents' confidence in their children to be able to cycle to school.

Bikes in Schools is targeted at a long-term increase in participation.

POHE ISLAND BIKE HUB

The development of the *Pohe Island Bike Hub* is the second strand of our participation programme. This facility is expected to be of regional significance in the provision of cycling skills, safety and confidence to all ages.

The Hub will provide a variety of tracks, from which formal training and events can be held. In addition, it will provide a safe environment for young learner cyclists to gain experience, either with their parents, or with loose supervision of their parents.

The *Pohe Island Bike Hub* will provide cycle skills and safety programmes for all ages, increasing the number of adults that receive formal training.

SAFE TO RIDE AREAS

Safe to Ride areas will be identified where smaller community skills-based cycling events can be delivered, encouraging greater participation for those that may have difficulty accessing a central bike hub.

BUSINESS PARTICIPATION

Increasing uptake of walking and cycling as a commuter option will require businesses to provide facilities for their staff to store bikes, change and if necessary, shower. It is recognised that not all businesses are able to provide these facilities. However, Council is committed to working with businesses on options to encourage uptake of walking and cycling.

Our walking network

Whangarei District has a wide range of walking opportunities and infrastructure to cater for all levels of fitness and ability. These opportunities can generally be categorised as:

- Urban footpaths
- Pedestrian friendly zones
- Urban area walking tracks
- Rural walkways

Within these categories, walking infrastructure is developed and maintained to different standards, depending on the location, purpose and target users. Standards range from footpaths and paths in the urban environment through to tramping tracks and routes in the rural backcountry environment.

Urban area walking infrastructure, including footpaths and shared paths are developed and maintained by Council, with a primary purpose of providing for the commuting walker. Recreational walking infrastructure includes 54km of tracks maintained by Council, with significant additional tracks developed and maintained by DOC.

URBAN WALKING PRIORITIES

The completion of the urban backbone shared path routes is the focus of this Strategy. These routes will provide walking opportunities for all ages, abilities and fitness groups, as well as connecting our urban communities. The primary purpose of a shared path route is to provide for urban commuters and connections with places where people frequent, for example, shopping centres and recreational hubs.

Our overall walking priorities include:

- developing and promoting a range of accessible walking opportunities
- constructing a footpath on at least one side of all urban roads in the District
- reducing social severance
- utilising a *Footpath Prioritisation Matrix* that gives an emphasis on people outcomes such as personal safety and access for vulnerable people; as well as site-specific, physical criteria and wider catchment issues such as traffic volumes and activity nodes
- speed limit reviews, that encompass highly pedestrianised areas such as the City Centre
- further develop 'Walkability Zones', where urban design, policy and traffic calming combine to create a walking-friendly environment.

RECREATIONAL AND RURAL WALKING PRIORITIES

Our rural and recreational walking network includes walks and tracks that provide a non-urban experience, including tracks that are easily accessed from the urban area. The primary purpose of these tracks is to provide for a recreational walking experience to both residents and visitors.

Our coastal and eastern walks are under increasing pressure from users. The numbers utilising these tracks have the un-intended impact of reducing the remote, or bush experience that the walk provides. At the same time, many of our inland and western walkways are under-utilised.

Our overall rural and recreational walking priorities include:

- development of inland walking opportunities and related infrastructure, to encourage use of under-utilised walking tracks, including:
 - Pukenui Forest
 - Tangihua Ranges
 - Otaika Valley
 - Western Hills
- investigate options for the control of Kauri Dieback Disease
- co-ordinate the development and upgrade of tracks and related infrastructure such as car-parking, toilet facilities and signage with DOC
- consistent signage and promotional material that provides information on grade, distance or time, destinations, history and experiences on walking routes or tracks
- the collection of data on walkways throughout the District to determine usage and other key parameters.

LEVERAGING WALKING EXPERIENCES

Whangarei District has an extensive network of walking experiences, catering for all levels of fitness, experience and ability. It is this diversity of experience that Council will utilise to leverage economic opportunity as a *destination where walking and cycling is a lifestyle*. Flagship walks will be utilised as a drawcard to promote the wider walking experience in Whangarei District.

TE ARAROA – NEW ZEALAND’S TRAIL

Te Araroa - New Zealand's Trail is a continuous 3,000 km walking track from Cape Reinga to Bluff. The trail passes through the Whangarei District along the east coast. The trail takes in many small coastal communities and provides opportunity for those communities to supply accommodation, supplies and local experiences.

TE WHARA GREAT WALK

The Te Whara track follows an ancient Māori trail from Ocean Beach to Urquharts Bay and is at least 700 years old.

The track passes through some of the best coastal forest in the North Island, and incorporates historic WWII defence station ruins. The track provides panoramic views of the Whangarei coastline, from Cape Brett (Motukokako) in the north to Cape Rodney (Tawharanui) in the south, including views to the offshore islands.

MOUNT MANAIA GREAT SHORT WALK

Mount Manaia is the ancestor and chief of Ngātiwai and the many hapū (sub-tribes) of Whangarei. Mount Manaia is a sacred place for Ngātiwai and hapū of the Whangarei area.

The track leads the walker on a steady climb toward the summit (420m), with breath-taking views of the dramatic entrance to Whangarei Harbour. Nīkau palms, kauri stands, northern rātā and pōhutukawa feature on this walk.

HATEA RIVER FLAGSHIP WALK

The Hatea River Walk connects the Town Basin with Whangarei Falls – Otuihau. The walk is easily accessible from multiple locations within the urban Whangarei area.

There are connections to AH Reed Kauri Park and Canopy Walk, Parihaka lookou and a potential further connection to Abbey Caves.



Canopy Bridge, Hatea Loop



Mount Manaia, Whangarei Heads



Hatea River Walkway

Developing our urban shared path network

Our *Urban Network* is made up of five key shared path routes that form the backbone of the network. The Network also includes a *Bike-Hub* located centrally at Pohe Island. The Bike-hub provides facilities to deliver cycle education to all levels of participants.

The key backbone routes connect our main communities with the City Centre. In developing these routes our priorities are:

ROUTE	PRIORITY
Kamo	Short-term
Onerahi	Short-term
Pohe Island Bike-Hub	Short-term
Raumanga	Medium-term
Tikipunga	Medium-term
City Centre	Medium-term
Blue/Green Strategy	Medium-term
Maunu	Long-term
Limeburners/Port Nikau	Long-term
Hatea Loop	BAU

In addition to the key backbone routes, Council is partnering with the NZTA to provide upgraded walking and cycling pathways as part of current and future upgrades of the urban sections of SH1 from the intersection of SH1 and Kamo Road in the north, to the Bluegoose in the south; and SH14 from the Maunu Lights to Te Hape.

As these routes are developed, further work will be undertaken to develop a network of off-road and on-road connections to schools and education institutions, active playgrounds, important recreational hubs and other key destinations within the urban area.

The priorities for the urban network development are:

1. completion of key off-road backbone routes that enable shared use, and is accessible to all ages and abilities
2. development and promotion of connections from the backbone route to schools and other educational institutions
3. develop connections with recreational hubs, with an initial focus on areas that have a high recreational sporting use
4. identify and develop walking and cycling connections to important destinations where people frequent, including shopping centres, social hubs and local tourist destinations.



Pohe Island, Hatea Loop



Town Basin, Hatea Loop

How will our urban network look?



THE KAMO ROUTE

The 6.5km off-road walking and cycling route connects the Whangarei City Centre with the Auckland University Campus, Kengsington Park through to Kamo and the *Kamo Walkability Environment*. The route provides safe walking and cycling access for over 6,000 students who attend schools within 500m of the route. The route will reduce the number of serious accidents and injuries by separating pedestrians and cyclists from high volume arterial roads where most accidents occur. The route also provides for walking and cycling commuters between Kamo and the City Centre, and will reduce pressure on SH1 and Kamo Road.



RAUMANGA / MAUNU ROUTE

The *Raumanga/Maunu Route* is a shared 5km route designed for pedestrians and cyclists. The cyclway/ walkway is designed to provide a safer route for people travelling between Whangarei's western suburbs and the city. The mainly off-road route which runs through Carruth and Tarewa parks will also provide access to the Whangarei Hospital, NorthTec and recreational areas such as Tarewa Park and Cafler Park in the city.

A pedestrian/cycle underpass under Otaika Road (at the end of Tarewa Park) is planned (2018-19) to enable walkers and cyclists to avoid the risk of crossing State Highway 1 (Otaika Road) and to reduce community severance.



TIKIPUNGA ROUTE

The proposed *Tikipunga Route* is a shared off-road route connecting the fast growing northern end of the Tikipunga residential community, Tikipunga High School, shopping centre and Whangarei Falls.

The route is also a key component of the *Tutukaka Coast Tourism and Recreational Route*, catering for the cycle tourist seeking to cycle from Whangarei City Centre through the Tutukaka Coast, Ngunguru, Whananaki and on to the Bay of Islands. This route also connects with a network of shared paths being developed through subdivisions (including Totara Park).



ONERAHI ROUTE

The *Onerahi Route* is a 6km off-road shared path route that connects the Hatea Loop and Whangarei's City Centre to Onerahi. There is a planned future extension of the route to Waikaraka Beach.

The route will provide a natural extension of the Hatea Loop, taking in saltwater wetlands, the historic Waimahunga Wetland and Onerahi Beach Road. The route caters for both commuter and recreational cyclists and walkers.



LIMEBURNERS

The *Limeburners Route* is a future route planned to cater for a planned residential development in the Port Nikau area. The Route connects to the City Centre. In addition, it will connect across to Raumanga, providing an alternative route from the southern Raumanga catchment to the Port Road area and the City Centre.

The route will also provide the primary link south as part of the tourism and recreational route to Waipu, Mangawhai and on to Auckland.



CENTRAL CITY

Central City routes include the existing Hatea Loop. Central City routes are being considered as options that will be developed through the *Central City Development Plan*. Central City routes are focussed on providing safe routes that connect through the City Centre onto other urban routes.

POHE ISLAND BIKE HUB

The Pohe Island Bike Park is a cycle training and education facility that provides a range of tracks and facilities to enable the delivery of cycle education, with a focus on schools. Training will be delivered by Bike Northland as a partner organisation to Whangarei District Council.

Facilities will include a range of *Learn to Ride* and skills tracks with *Junior Learn to Ride*, *Level 2 Learn to Ride* and *Mountain Bike Skills Tracks*.

It is expected that the facility will deliver *Learn to Ride* programmes on a regional basis to primary and intermediate aged children, and skills programmes for an adult market.

Regional connection north to Northern Regional routes

16°



LEGEND

Whangarei Urban Network Overall

- Raumanga existing route
- Raumanga committed route
- Raumanga future route
- Raumanga options route
- Kamo existing route
- Kamo committed route
- Kamo future route
- Limeburners future route
- Onerahi existing route
- Onerahi future route
- Tikipunga existing route
- Tikipunga committed route
- Tikipunga future route
- Tikipunga options route
- Hatea Loop (Huarahi o te Whai)
- State Highways
- SH1/14 committed route
- SH1/14 future route
- SH1/14 existing route
- Walking track
- MARAE
- SCHOOL
- SCENIC
- MOUNTAIN BIKE
- PLAYGROUNDS AND PARKS

Regional connection to Ngunguru and BOI

S.H.1 NZTA partnership project

S.H.14 NZTA partnership project

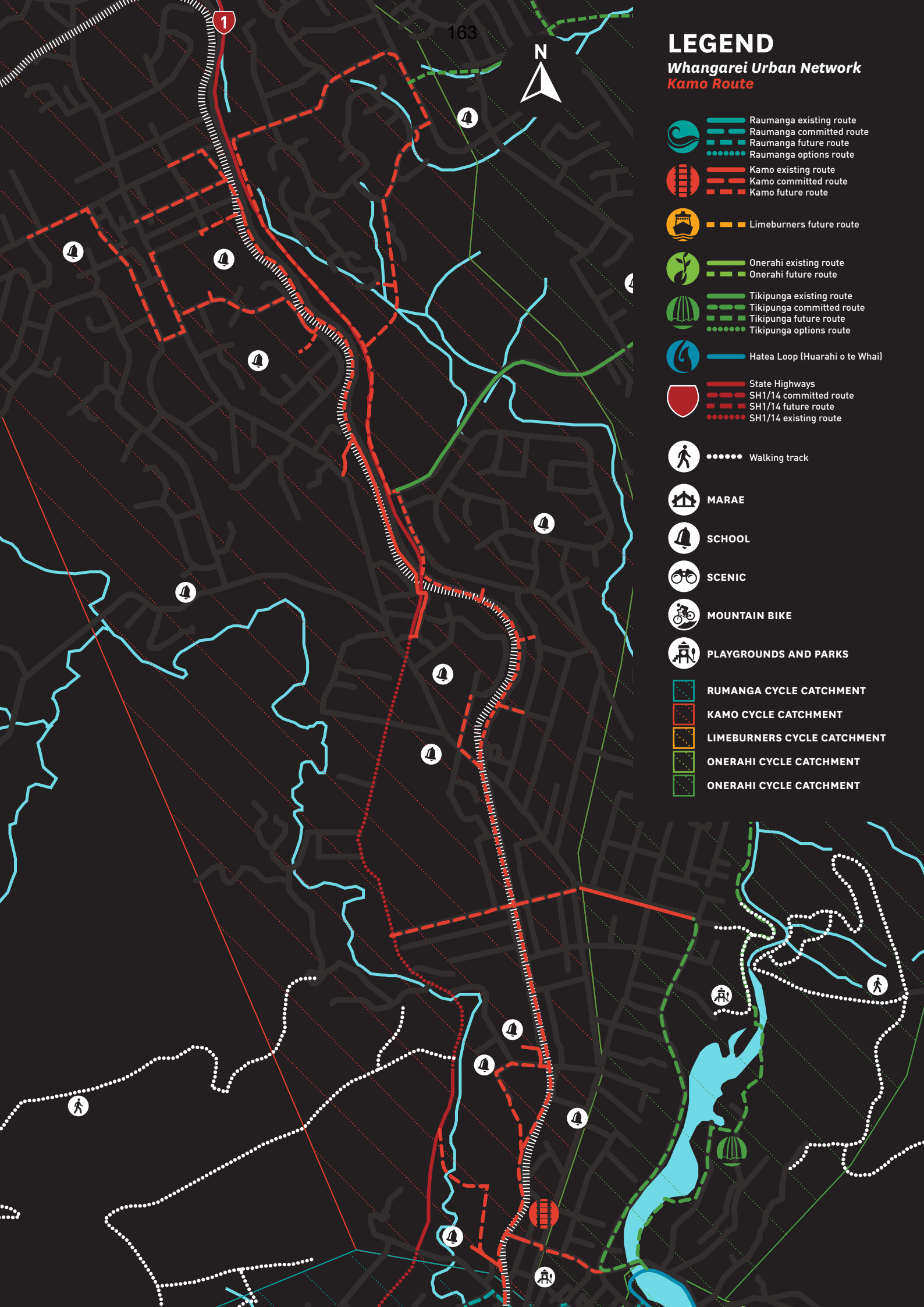
Regional connection south to Mangawhai and Auckland



LEGEND

Whangarei Urban Network
CBD to Pohe Island

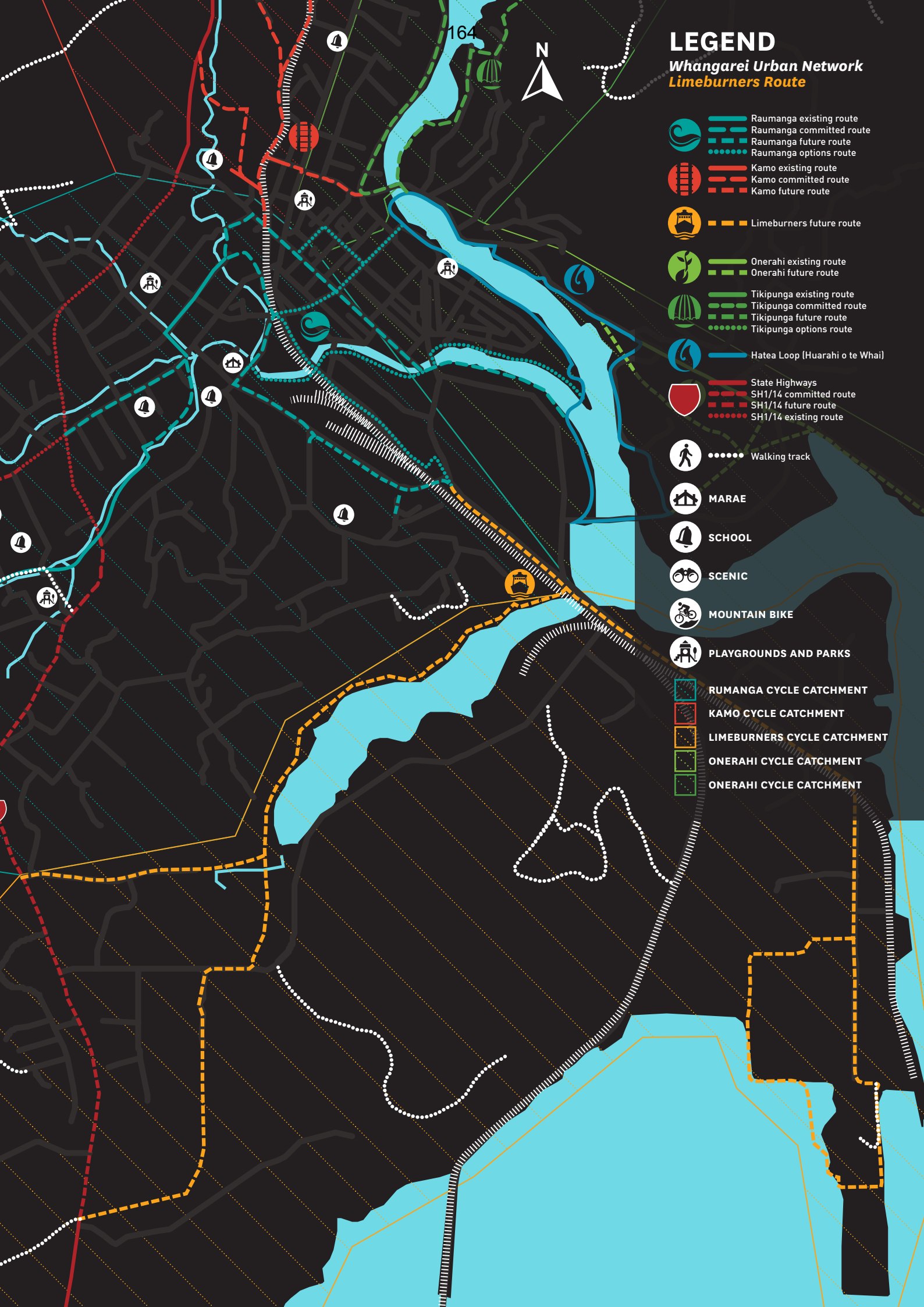
-  Raumanga existing route
-  Raumanga committed route
-  Raumanga future route
-  Raumanga options route
-  Kamo existing route
-  Kamo committed route
-  Kamo future route
-  Limeburners future route
-  Onerahi existing route
-  Onerahi future route
-  Tikipunga existing route
-  Tikipunga committed route
-  Tikipunga future route
-  Tikipunga options route
-  Hatea Loop (Huarahi o te Whai)
-  State Highways
-  SH1/14 committed route
-  SH1/14 future route
-  SH1/14 existing route
-  Walking track
-  MARAE
-  SCHOOL
-  SCENIC
-  MOUNTAIN BIKE
-  PLAYGROUNDS AND PARKS
-  RUMANGA CYCLE CATCHMENT
-  KAMO CYCLE CATCHMENT
-  LIMEBURNERS CYCLE CATCHMENT
-  ONERAHI CYCLE CATCHMENT
-  ONERAHI CYCLE CATCHMENT



LEGEND












Whangarei Urban Network Kamo Route

-  Raumanga existing route
-  Raumanga committed route
-  Raumanga future route
-  Raumanga options route
-  Kamo existing route
-  Kamo committed route
-  Kamo future route
-  Limeburners future route
-  Onerahi existing route
-  Onerahi future route
-  Tikipunga existing route
-  Tikipunga committed route
-  Tikipunga future route
-  Tikipunga options route
-  Hatea Loop (Huarahi o te Whai)
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-  SH1/14 committed route
-  SH1/14 future route
-  SH1/14 existing route
-  Walking track
-  MARAE
-  SCHOOL
-  SCENIC
-  MOUNTAIN BIKE
-  PLAYGROUNDS AND PARKS
-  RUMANGA CYCLE CATCHMENT
-  KAMO CYCLE CATCHMENT
-  LIMEBURNERS CYCLE CATCHMENT
-  ONERAHI CYCLE CATCHMENT
-  ONERAHI CYCLE CATCHMENT



LEGEND

Whangarei Urban Network Limeburners Route






























-  Raumanga existing route
-  Raumanga committed route
-  Raumanga future route
-  Raumanga options route
-  Kamo existing route
-  Kamo committed route
-  Kamo future route
-  Limeburners future route
-  Onerahi existing route
-  Onerahi future route
-  Tikipunga existing route
-  Tikipunga committed route
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-  SH1/14 existing route
-  Walking track
-  MARAE
-  SCHOOL
-  SCENIC
-  MOUNTAIN BIKE
-  PLAYGROUNDS AND PARKS
-  RUMANGA CYCLE CATCHMENT
-  KAMO CYCLE CATCHMENT
-  LIMEBURNERS CYCLE CATCHMENT
-  ONERAHI CYCLE CATCHMENT
-  ONERAHI CYCLE CATCHMENT

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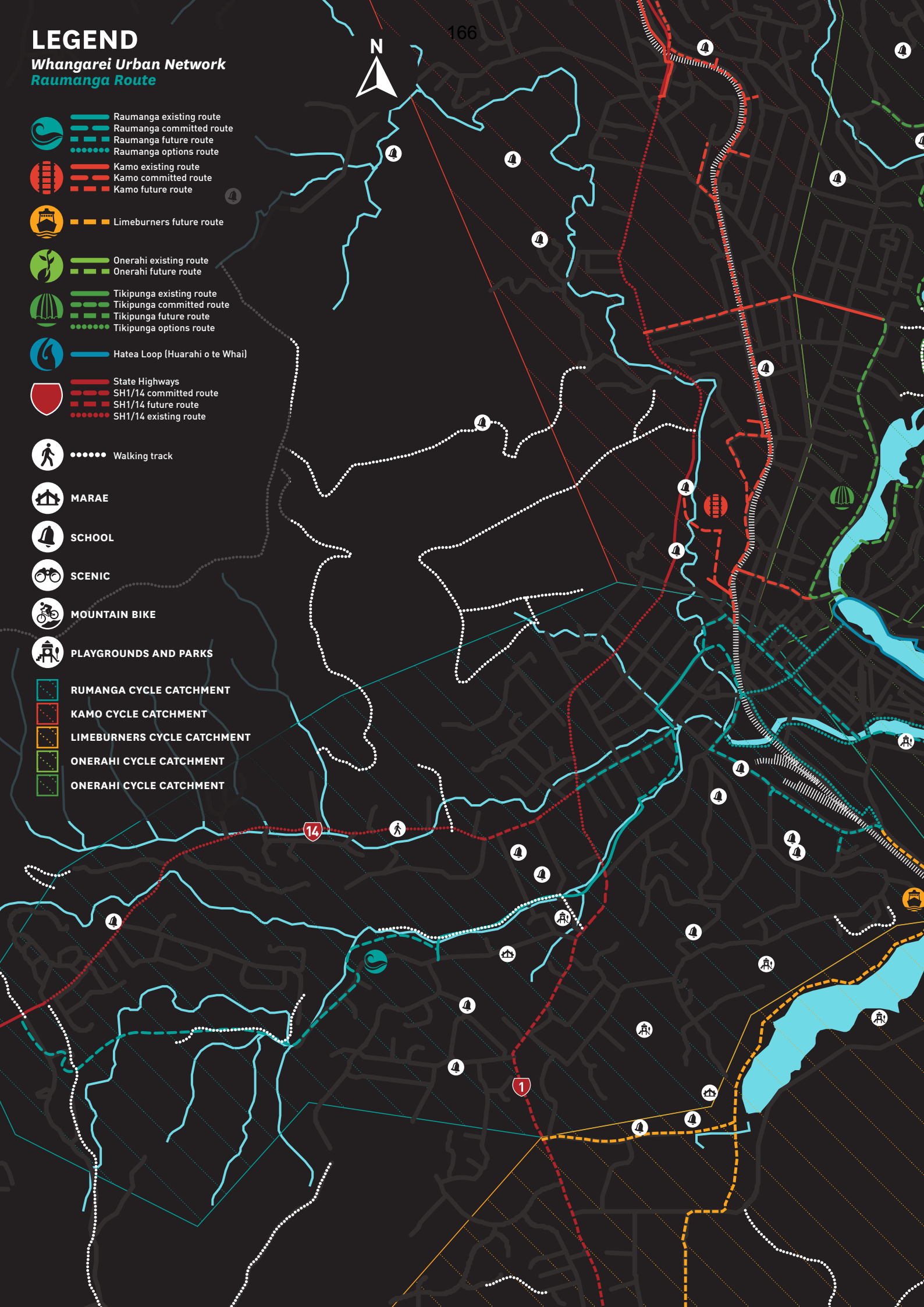
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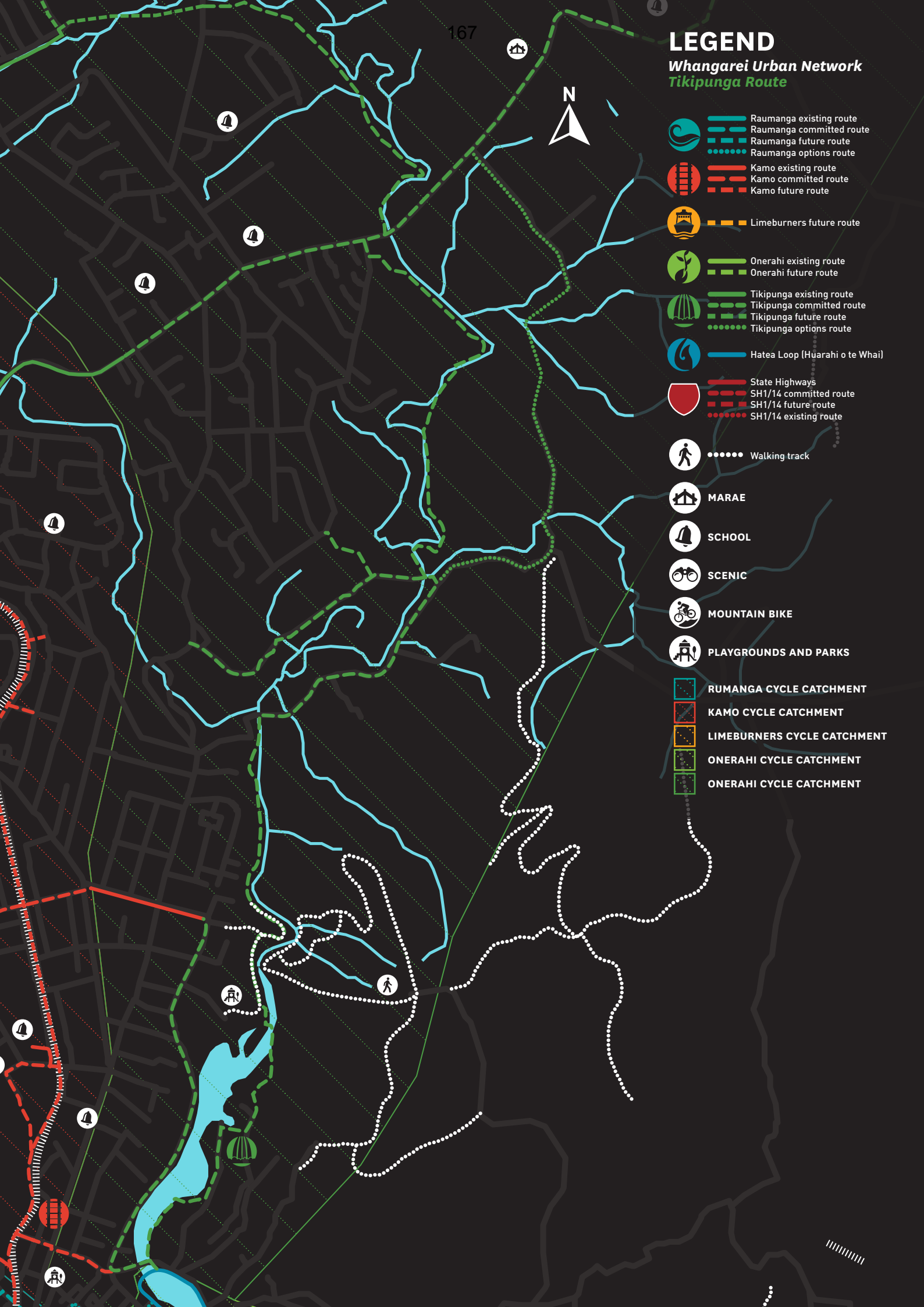
Whangarei Urban Network
Onerahi Route

-  Raumanga existing route
-  Raumanga committed route
-  Raumanga future route
-  Raumanga options route
-  Kamo existing route
-  Kamo committed route
-  Kamo future route
-  Limeburners future route
-  Onerahi existing route
-  Onerahi future route
-  Tikipunga existing route
-  Tikipunga committed route
-  Tikipunga future route
-  Tikipunga options route
-  Hatea Loop (Huarahi o te Whai)
-  State Highways
-  SH1/14 committed route
-  SH1/14 future route
-  SH1/14 existing route
-  Walking track
-  MARAE
-  SCHOOL
-  SCENIC
-  MOUNTAIN BIKE
-  PLAYGROUNDS AND PARKS
-  RUMANGA CYCLE CATCHMENT
-  KAMO CYCLE CATCHMENT
-  LIMEBURNERS CYCLE CATCHMENT
-  ONERAHI CYCLE CATCHMENT
-  ONERAHI CYCLE CATCHMENT

LEGEND
Whangarei Urban Network
Raumanga Route

-  Raumanga existing route
-  Raumanga committed route
-  Raumanga future route
-  Raumanga options route
-  Kamo existing route
-  Kamo committed route
-  Kamo future route
-  Limeburners future route
-  Onerahi existing route
-  Onerahi future route
-  Tikipunga existing route
-  Tikipunga committed route
-  Tikipunga future route
-  Tikipunga options route
-  Hatea Loop (Huarahi o te Whai)
-  State Highways
-  SH1/14 committed route
-  SH1/14 future route
-  SH1/14 existing route
-  Walking track
-  MARAE
-  SCHOOL
-  SCENIC
-  MOUNTAIN BIKE
-  PLAYGROUNDS AND PARKS
-  RUMANGA CYCLE CATCHMENT
-  KAMO CYCLE CATCHMENT
-  LIMEBURNERS CYCLE CATCHMENT
-  ONERAHI CYCLE CATCHMENT
-  ONERAHI CYCLE CATCHMENT





LEGEND

Whangarei Urban Network
Tikipunga Route

- Raumanga existing route
- Raumanga committed route
- Raumanga future route
- Raumanga options route
- Kamo existing route
- Kamo committed route
- Kamo future route

- Limeburners future route

- Onerahi existing route
- Onerahi future route

- Tikipunga existing route
- Tikipunga committed route
- Tikipunga future route
- Tikipunga options route

- Hatea Loop (Huarahi o te Whai)

- State Highways
- SH1/14 committed route
- SH1/14 future route
- SH1/14 existing route

- Walking track

- MARAE

- SCHOOL

- SCENIC

- MOUNTAIN BIKE

- PLAYGROUNDS AND PARKS

- RUMANGA CYCLE CATCHMENT

- KAMO CYCLE CATCHMENT

- LIMEBURNERS CYCLE CATCHMENT

- ONERAHI CYCLE CATCHMENT

- ONERAHI CYCLE CATCHMENT

LEGEND

Pohe Island Bike Park Overall concept plan

- 1 Existing rugby field
- 2 Left only exit onto Riverside Drive
- 3 Bus parking area
- 4 One way car parking
- 5 Overflow parking
- 6 Multi-use trail connection to rugby fields and beyond
- 7 Future recreation activity
- 8 Pedestrian crossings over Dave Culham Drive
- 9 Vehicle entrance into Bike Park
- 10 Vehicle parking at Bike Hub
- 11 Bike Hub building based on existing ex Re-Sort facility
- 12 Junior learn to ride track
- 13 Vegetation screening
- 14 Realigned fence around BMX track
- 15 Pump track, single lane
- 16 Level 2 Learn to Ride track
- 17 Existing dog park
- 18 Multi use trail connection to Te Matau a Pohe
- 19 Ride track, connection to Bike Hub activities
- 20 Mountain bike skills track
- 21 Existing toilets



Developing our Tourism and Recreational Routes

Our *Tourism and Recreational Routes* provide a cycling connection from Auckland to the Bay of Islands through Whangarei City. A western connection will also be developed to connect with the Kauri Coast and Missing Link Cycleways that Kaipara District are developing. The completion of these routes will connect our smaller communities with the cycling equivalent of the *Twin Coast Discovery Highway*.

The development of *Tourism and Recreational Routes* in our rural areas will enable our smaller communities to leverage economic benefit from a growing cycle tourism market, through the provision of accommodation, food, tourist opportunities and cycle-related services.

THE NORTHERN CONNECTION

The *Northern Connection* will connect Whangarei with the Bay of Islands and the *Twin Coast Great Ride* from Bay of Islands to the Hokianga Harbour.

The preferred route takes advantage of Whangarei District's stunning coastal areas and small coastal communities. The Route leaves the Whangarei urban area at Tikipunga and takes the cyclist to Ngunguru and along the Tutukaka Coast, north to the Bay of Islands. This preferred route compliments the existing *Te Araroa - New Zealand's Trail*.

An option to provide an additional route north, following the *North Auckland Rail Corridor*, is also being considered. This additional route would provide an easier grade and prove easier to construct, but would not take in Whangarei Districts coastal areas.

THE SOUTHERN CONNECTION

The *Southern Connection* will connect Whangarei with Mangawhai and on to Auckland. The route will enable cycle tourists to cycle from Auckland through to Whangarei. The completion of this route, alongside the *Northern Connection* is expected to encourage cyclists to stay in the Whangarei District for an additional 3-5 days.

The preferred route is expected to include a byway to One Tree Point / Marsden Cove / Ruakaka area. A potential ferry crossing from Marsden Cove to the northern side of the Harbour will enable cyclist to take in the Whangarei Heads / Ocean Beach area.

THE WESTERN CONNECTION

The *Western Connection* will connect Whangarei with Kaipara District toward Dargaville. Some potential routes have been identified and will be further investigated; these include

- the *North Auckland Rail Corridor*
- a route via SH1, connecting Waipu to Maungaturoto via the proposed new SH1 realignment.

The western route will connect with Kaipara District's Kauri Coast and Missing Link routes.

CONNECTING OUTSTANDING LANDSCAPES

The *Whangarei District Plan* identifies *Notable and Outstanding Landscapes*. As a long-term priority, Council will seek to develop either on-road or off-road cycle routes that enable cyclists to experience our outstanding landscapes and other notable features in the District.

ZONED DEVELOPMENT

The rural tourism and recreational network will utilise a combination of quiet back-roads, riparian areas, paper roads and upgraded walkways.

The preferred network has been divided into zone 1-4. Each zone provides a significant connection from one destination to another. Council will seek to develop projects and connections within all zones as the opportunity arises and where there is community support. However, Council will actively seek external funding to complete major connections with Zone 1 areas being prioritised over Zone 4.

In addition to the preferred network, Council has identified some byway connections. These byways seek to provide additional connections from the main route, to significant locations and destinations.

NORTHERN CONNECTION ZONES

There are four zones and a byway as part of the *Northern Connection*.

Zone 1 connects the *Whangarei Urban Network* with Ngunguru. This provides a cycling connection to Ngunguru and the start of the Tutukaka Coast, as a significant destination for activities such as diving and other coastal based activities.

Zone 2 continues the Ngunguru connection through to Whananaki. The combined Zone 1 and 2 will form a ride that will conform to a *Heartland Ride* standard, and can be marketed as such.

Zone 3 connects Whananaki with Oakura and takes the cyclist to the edge of the Russell Forest. There are existing roads that connect this zone with the Bay of Islands.

Zone 4 is the final connection from Oakura through to the Bay of Islands and the *Twin Coast Cycle Trail*. This zone has only a short distance within the Whangarei District, and will require co-ordination and timing with a corresponding development within the Far North District.

A **byway** is proposed to link the Zone 1 Whangarei to Ngunguru route with the Whangarei Heads. There are several options being considered for this byway, including via Pataua.

SOUTHERN CONNECTION ZONES

There are two zones and a byway as part of the *Southern Connection*.

Zone 1 links Ruakaka south through Waipu, Waipu Cove and Langs Beach. There is an existing shared path cycleway partially connecting Waipu and Waipu Cove, with significant community support and resources for continuing the development of this route section.

Zone 2 links Whangarei from the proposed *Limeburners Urban Route* through to Ruakaka. The development of this Zone 2 link is expected to be developed in conjunction with the upgrade of State Highway 1. When Zone 1 nears completion, it is expected that the need for a connection with Whangarei will be a high priority.

A **byway** is proposed to link the main southern connection with One Tree Point. This is expected to provide a connection between the fast growing One Tree Point community and Ruakaka. If a future ferry service were to be developed between Marsden Point and McCleods Bay, then an alternative route to Whangarei would be possible.

OTHER PRIORITIES

The completion of the rural tourism and recreational network is a long-term project, with both the *Northern and Southern Connections* being the highest priority.

The following short-term priorities will ensure consistent progress toward realizing this network:

- support the completion of the Waipoki Coastal Trail (Ngunguru to Scows Landing)
- prepare business case for a connection to the *Twin Coast Trail*, including route options for a coastal route and an inland route following the rail corridor
- Complete Waipu to Langs Beach
- prepare funding applications for Zone 1 (*Southern Connection*) from Ruakaka to Waipu Cove
- co-ordinate with Kaipara District Council to identify route options from Langs Beach to Mangawhai
- investigate a partnership agreement with NZTA for the inclusion of a rural cycle route connecting Ruakaka with Whangarei as part of SH1 upgrades.



Waipu Cycleway



Wild Kiwi multi-sport event, Whangarei Heads

TOURISM AND RECREATIONAL ROUTE MAPS

Our *Tourism and Recreational Route Maps* identify preferred routes and options for the development of rural cycle routes. The routes provide opportunity for our smaller rural communities to leverage economic benefit from the routes.

There is a wide range of experiences on offer along our *Tourism and Recreational Routes*, making each route more attractive as a multi-day journey.

Facilities

The maps identify areas where there are existing facilities for the cyclist utilising the route. Facilities may include:

- a variety of accommodation options, including camping
- toilet facilities
- retail, including general supplies
- information.

Marae

Northland, and the Whangarei District have a rich cultural heritage. There are a number of Marae in our coastal communities, providing a focal point for local Hapū. Marae located in proximity to the route are identified.

There may be opportunity for Marae to provide cultural experiences or other services for cyclists utilising the route.

Marine

Whangarei has a spectacular and diverse coastal environment, with experiences including diving at the world famous Poor Knights Islands. All of our coastline provides opportunities for fishing and swimming, and there are a number of surf beaches.

Areas identified as having a marine experience may include experiences such as:

- scuba diving or snorkelling through an established commercial operator
- game fishing, or small boat fishing charters
- kayaking
- high profile beaches.

Mountain Biking

Whangarei District has well established mountain bike parks and existing mountain bike trails. The most well-known area is the Glenburnie Forest Park. Our recreational routes offer the opportunity for mountain bikers to incorporate a variety of tracks into their journey along a main *Tourism and Recreational Route*.

Scenic

Whangarei has some outstanding scenery and landscapes, including the Whangarei Heads, coastal vistas and our secluded sandy beaches. Scenic experiences include areas where there are special views, or you experience being within the landscape.

Walking

Te Araroa - New Zealand's Trail takes in our coastal areas. There are places where our *Tourism and Recreational Routes* coincide with the *Te Araroa Trail*. There are also other numerous opportunities to include a walking experience as part of the route.



LEGEND

Northern connection
Rail Corridor Option

ZONE 1

ZONE 2

ZONE 3

ZONE 4

BYWAY

BYWAY OPTION

ALTERNATIVE OPTION NORTH

VIA RAILWAY

STATE HIGHWAYS



MARAE



MARINE



SCENIC



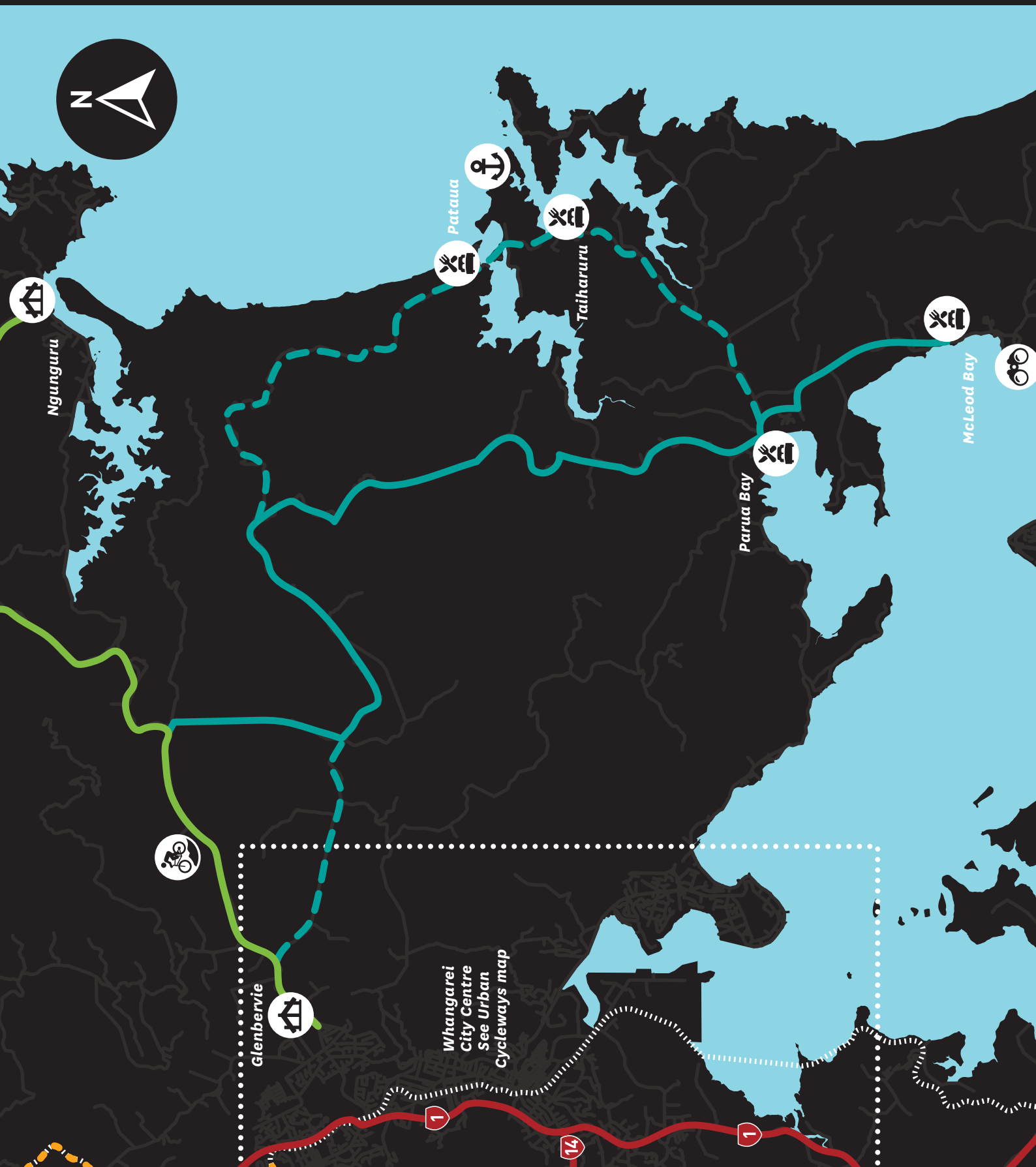
WALKING



MOUNTAIN BIKE



FACILITIES



LEGEND

Northern connection
Rail Corridor Option

ZONE 1

ZONE 2

ZONE 3

ZONE 4

BYWAY

BYWAY OPTION

ALTERNATIVE OPTION NORTH

VIA RAILWAY

STATE HIGHWAYS



MARAE



MARINE



SCENIC



WALKING



MOUNTAIN BIKE



FACILITIES



LEGEND

Northern connection
Rail Corridor Option

ZONE 1

ZONE 2

ZONE 3

ZONE 4

BYWAY

BYWAY OPTION

ALTERNATIVE OPTION NORTH

VIA RAILWAY

STATE HIGHWAYS



MARAE



MARINE



SCENIC



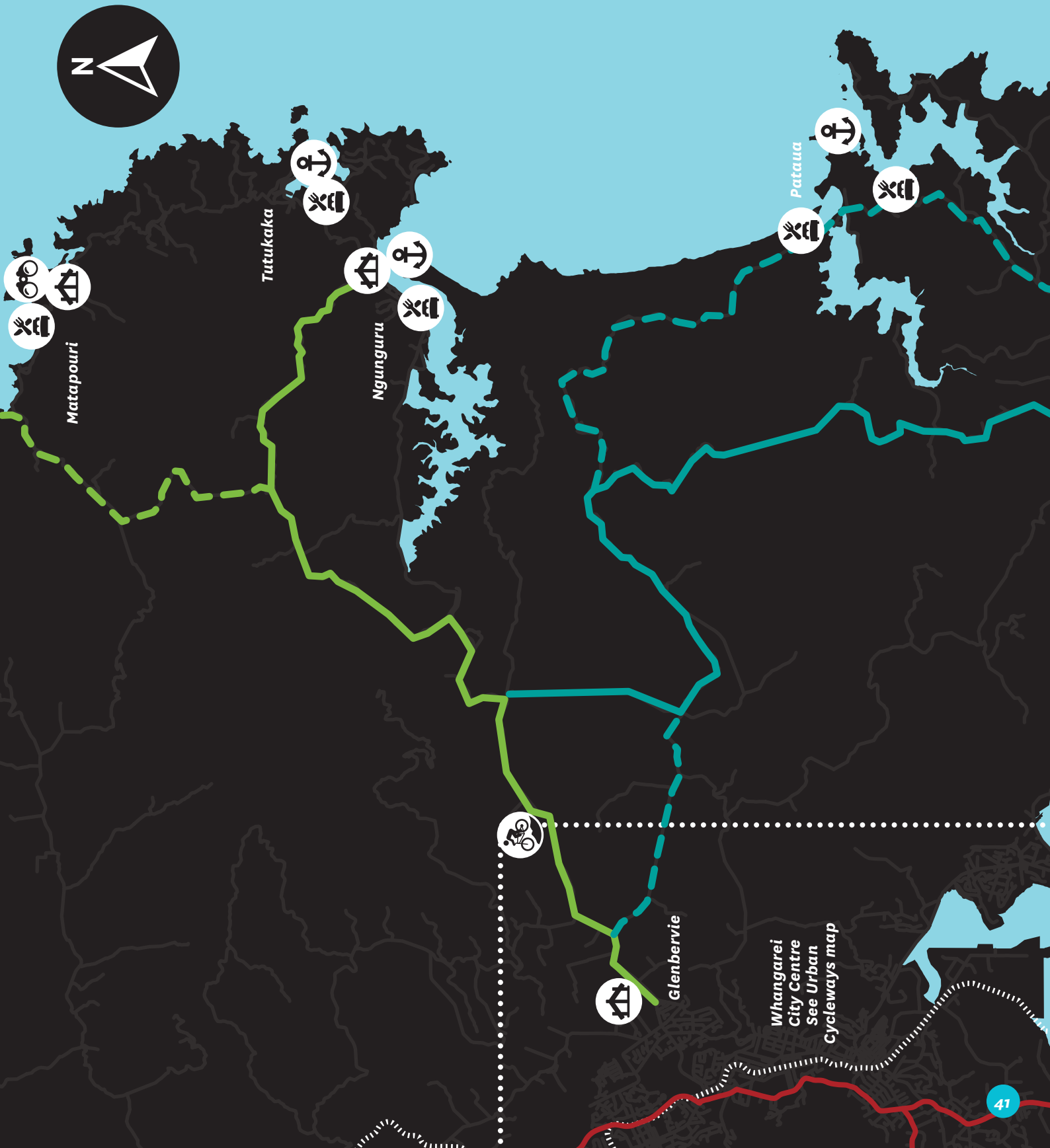
WALKING



MOUNTAIN BIKE



FACILITIES





LEGEND

Northern Connection Ngunguru to Whananaki

ZONE 1

ZONE 2

ZONE 3

ZONE 4

BYWAY

BYWAY OPTION

ALTERNATIVE OPTION NORTH VIA RAILWAY

STATE HIGHWAYS



MARAE



MARINE



SCENIC



WALKING



MOUNTAIN BIKE



FACILITIES

Whangaruru

Oakura

Helena Bay

Whananaki

Whananaki
South

Matapouri



LEGEND

Northern Connection Ngunguru to Whananaki

ZONE 1



ZONE 2



ZONE 3



ZONE 4



BYWAY



BYWAY OPTION



ALTERNATIVE OPTION NORTH VIA RAILWAY



STATE HIGHWAYS



MARAE



MARINE



SCENIC



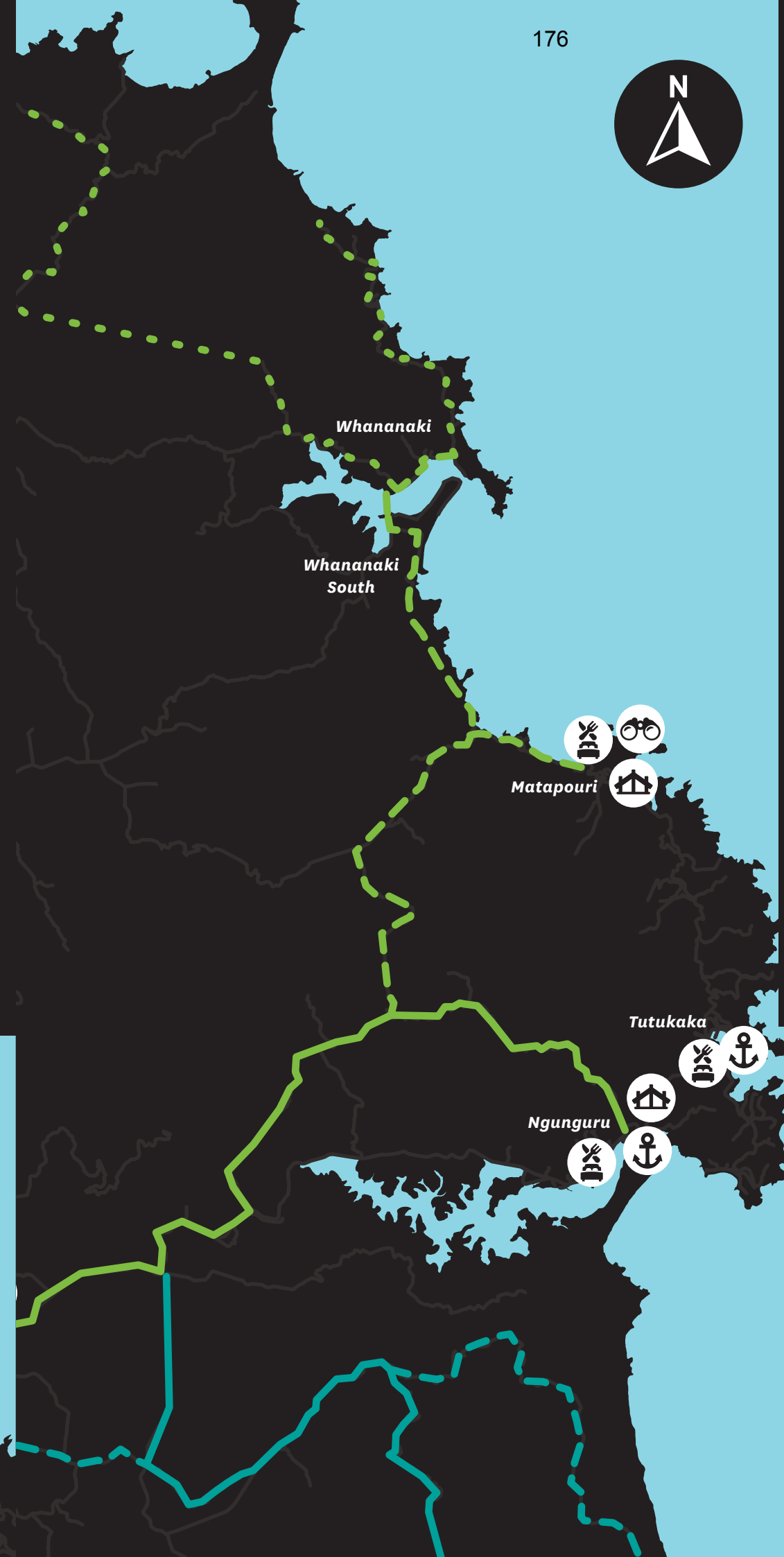
WALKING



MOUNTAIN BIKE



FACILITIES



LEGEND

Western Connection
Option (follows rail)

WESTERN CONNECTION

STATE HIGHWAYS



MARAE



MARINE



SCENIC



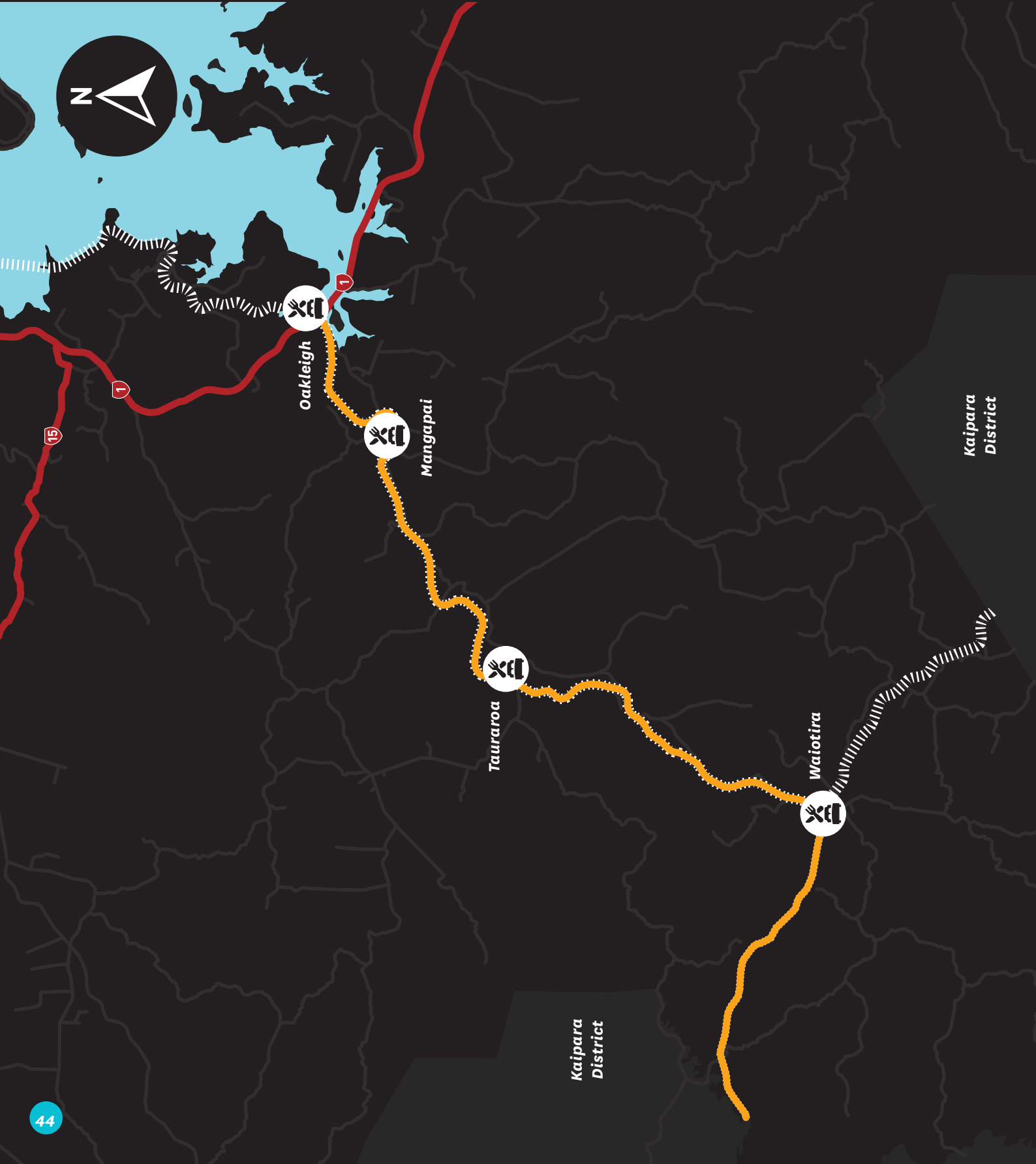
WALKING



MOUNTAIN BIKE



FACILITIES



LEGEND

Western Connection
SH1 Realignment

WESTERN CONNECTION

STATE HIGHWAYS



MARAE



MARINE



SCENIC



WALKING



MOUNTAIN BIKE



FACILITIES



Waipua

Kaipara District

LEGEND

Southern Connection
Ruakaka to Waipoua

ZONE 1



ZONE 2



MARSDEN BYWAY



STATE HIGHWAYS



MARAE



MARINE



SCENIC



WALKING



MOUNTAIN BIKE



FACILITIES



LEGEND

Southern Connection
Waipu to Mangawhai

ZONE 1



ZONE 2



MARSDEN BYWAY



STATE HIGHWAYS



MARAE



MARINE



SCENIC



WALKING



MOUNTAIN BIKE



FACILITIES



Kaipara
District

LEGEND

Southern Connection
Waipu to Mangawhai

ZONE 1



ZONE 2



MARSDEN BYWAY



ZONE 2 OPTION



WESTERN OPTION



STATE HIGHWAYS



MARAE



MARINE



SCENIC



WALKING



MOUNTAIN BIKE



FACILITIES



How will we monitor and review this Strategy?

Enabling us to see how we are progressing and what need to change.

MONITORING AND REVIEW

Monitoring and review forms an important part of this Strategy.

Monitoring uptake and participation will enable Council to identify overall walking and cycling trends, predict future trends and provide evidence based funding applications. We will do this by:

- undertaking bi-annual surveys of cyclist and pedestrians utilising new and/or existing routes, including the number of users, routes being taken and demographic information
- bi-annual reviews of *Bikes in Schools* and education activities at the *Pohe Island Bike-hub*, including the number of programmes delivered and the number of participants.

Monitoring cycle and pedestrian safety as part of providing a safe and connected network will be undertaken by:

- reviewing cycle and pedestrian crash rates in conjunction with Council's crash reduction studies
- reviewing the number of hospital discharges due to pedestrian and cyclist injuries.

Implementation of identified actions will be monitored. With progress regularly reported through to the *Walking and Cycling Reference Group*.

REPORTING

Progress, and major monitoring information will be reported through the *Walking and Cycling Reference Group*, as and when that information is available.

A brief overall Annual Report on progress in the implementation of the Strategy will be prepared as part of Council's overall annual reporting.

REVIEW AND UPDATING THIS STRATEGY

The *Walking and Cycling Strategy* will be reviewed every 5 years.

Action and Implementation Plans will be reviewed on a three-year cycle coinciding with Council's LTP. This review cycle will reflect the need to maintain alignment with the national funding programmes and related regional and local projects.



HWM Sheryl Mai attends the opening of Kotuitui Whitinga bridge, Hatea Loop



Mair Park, Hatea River Walkway

Glossary of terms

GLOSSARY

Byway

A secondary rural cycle route, on sign posted quiet rural roads, or off-road, connecting the main strategic route with other destinations of interest.

Community severance

Community severance occurs when transport infrastructure or motorised traffic divides space and people, causing greater isolation of communities and individuals.

Community Outcomes

The outcomes that a local authority aims to achieve in meeting the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions.

CPTED

Crime Prevention Through Environmental Design. Ensuring that the built environment reduces the risk of crime by considering aspects such as lighting, sight distances and isolation.

DOC

Department of Conservation

End to End Planning

Ensuring that all aspects of a journey are considered, including the journey itself, cycle storage facilities, changing and showering facilities at the end of the journey, and alternative transport to return if required (eg: buses with cycle carrying facilities).

Great Ride

A *Great Ride* is the core component of *Nga Haerenga, The New Zealand Cycle Trail*.

Heartland Ride

Heartland Rides aim to encourage cyclists away from busy state highways and onto scenic, quiet, back-country roads where they will experience heartland New Zealand. Sections of a *Heartland Ride* may be either on-road, or off-road. *Heartland Rides* are also used to connect with *Great Rides*.

Long-Term Plan (LTP)

The LTP outlines the activities and priorities for Council over the next ten years, providing a long-term focus for decision-making. It also explains how Council's work will be scheduled and funded. The LTP is Council's primary funding document.

New Zealand Transport Agency (NZTA)

A government department that is responsible for all aspects of transport, including safety, research and funding.

Tourism and Recreational Route

A cycling route that may include off-road or on-road sections, targeted at the cycle tourist and the more experienced, confident local cyclist.

Urban Route

A walking and cycling route through the Whangarei urban area. Generally, these routes connect one community with another via a shared path, that is off-road wherever practicable.

Walking and Cycling Reference Group

A consultative group of key walking and cycling stakeholders, and Councillors, that provide direction to Council on walking and cycling issues.





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6.6 Recommendation from the Community Funding Committee

Meeting: Whangarei District Council
Date of meeting: 31 May 2018
Reporting officer: C Brindle (Senior Democracy Adviser)

1 Purpose

To consider a recommendation made by the Community Funding Committee on 9 May 2018.

2 Recommendation

That having considered the recommendation of the Community Funding Committee on 9 May 2018; Council

1. Approves an interest-free community loan of \$30,000 to the Ngunguru Sports and Recreation Society for carpark sealing.

3 Background

At their meeting on 9 May 2018, the Community Funding Committee considered an interest free loan request from the Ngunguru Sports and Recreation Society. Any recommendations outside of the Committee's delegation are reported to council for decision making.

The amount requested is above the Committee's financial delegation.

The recommendation to council from the committee was:

"That the Community Funding Committee recommends to Council to approve an interest free community loan of \$30,000 to the Ngunguru Sports and Recreation Society for carpark sealing."

4 Significance and engagement

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

5 Attachments

Item 4.2 Community loan request – Ngunguru Sports and Recreation Society

4.2 Community loan request – Ngunguru Sports and Recreation Society

Meeting: Community Funding Committee
Date of meeting: 9 May 2018
Reporting officer: Cindy Velthuisen (Community Funding Officer)

1 Purpose

For consideration of a community loan allocation for the Ngunguru Sports and Recreation Society.

2 Recommendation

That the Community Funding Committee recommends to Council to approve an interest-free community loan of \$30,000 to the Ngunguru Sports and Recreation Society for carpark sealing.

3 Background

The Ngunguru Sports and Recreation Society has applied for a \$30,000 interest free community loan to go towards the sealing of their car park. The total project cost has been estimated at \$60,000 and an engineer's estimate and plan of works is attached (attachment 1).

The Infrastructure Committee has given its endorsement to this application at its update meeting on 10 April 2018. The amount requested is above the financial delegation of the Community Funding Committee, therefore it will need to go to Council for approval.

4 Discussion

The Ngunguru Sports and Recreation Society is a registered incorporated society that owns and manages the Ngunguru Sports and Recreation complex on Kopipi Crescent, Ngunguru. The sports complex is sited on Council land being Lot 7 on DP 135338 (7.5443 hectares) and Lot 1 on DP 90198 (6.3170 hectares). They have a grounds lease agreement with Council for this land for the term of 44 years commencing 23 October 2003. The lease allows for the ongoing maintenance of the carpark to be the responsibility of the Society.

The sports complex site comprises of; a main clubroom building with bar and restaurant facilities, lockable Gaming Room, men's and women's shower and toilet facilities; a hall which is situated at the southern end of the main complex building; community fitness gym, tennis courts, golf course, sports field, and an outdoor bowling green and clubrooms owned by the Ngunguru Bowling Club. The complex site also has a 2-bedroom cottage currently tenanted to an on-site caretaker.

The complex has seven associated clubs football, golf, tennis, bowling, badminton, pool, and fishing clubs. They aim to have a membership of 900 by 2021. They now employ a contractor to organise, co-ordinate and oversee one-off events such as Queens/King banquet, Vegas Night, Halloween dress up party.

4.1 Financial/budget considerations

The Ngunguru Sports and Recreation Society has requested a loan of \$30,000.

They currently have an existing loan of \$45,000 for a term of 8 years which has a balance owing of \$19,687.50 and expiry date 1 September 2021. This is re-paid in quarterly instalments of \$1,406.25.

Income for the organisation is mainly through bar revenue, rent, member subscriptions, and gaming revenue.

It should be noted that the Society has run at a loss in recent years.

The Society has current cash assets of \$160,605 and accumulated funds of \$772,089.

4.2 Policy

The purpose of Council's community loans is to provide assistance with developing community assets for recreation purposes on Council-owned land. Funding will generally be approved on a percentage basis. The funding limit for loans above \$15,000 is 50%. The interest free nature of the loans is generally reserved for the first \$100,000. Council's Grants, Concessions and Loans Policy and the community funding guide outline the funding conditions of these loans.

4.3 Other matters

The Society has provided their financial statements for the year ended 31 March 2017, but needs to update this on their incorporate societies' register.

A community loan application form was not completed; however, their letter and attachments provide most of the necessary information. Information to come includes:

- A cashflow statement for the term of the loan showing that the society can service the loan; and
- The names of 5 members of the Society willing to sign personal loan guarantees.

5 Significance and engagement

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

6 Attachments

1. Engineer's Plan and Estimate of works
2. Letter of Application and financial statements



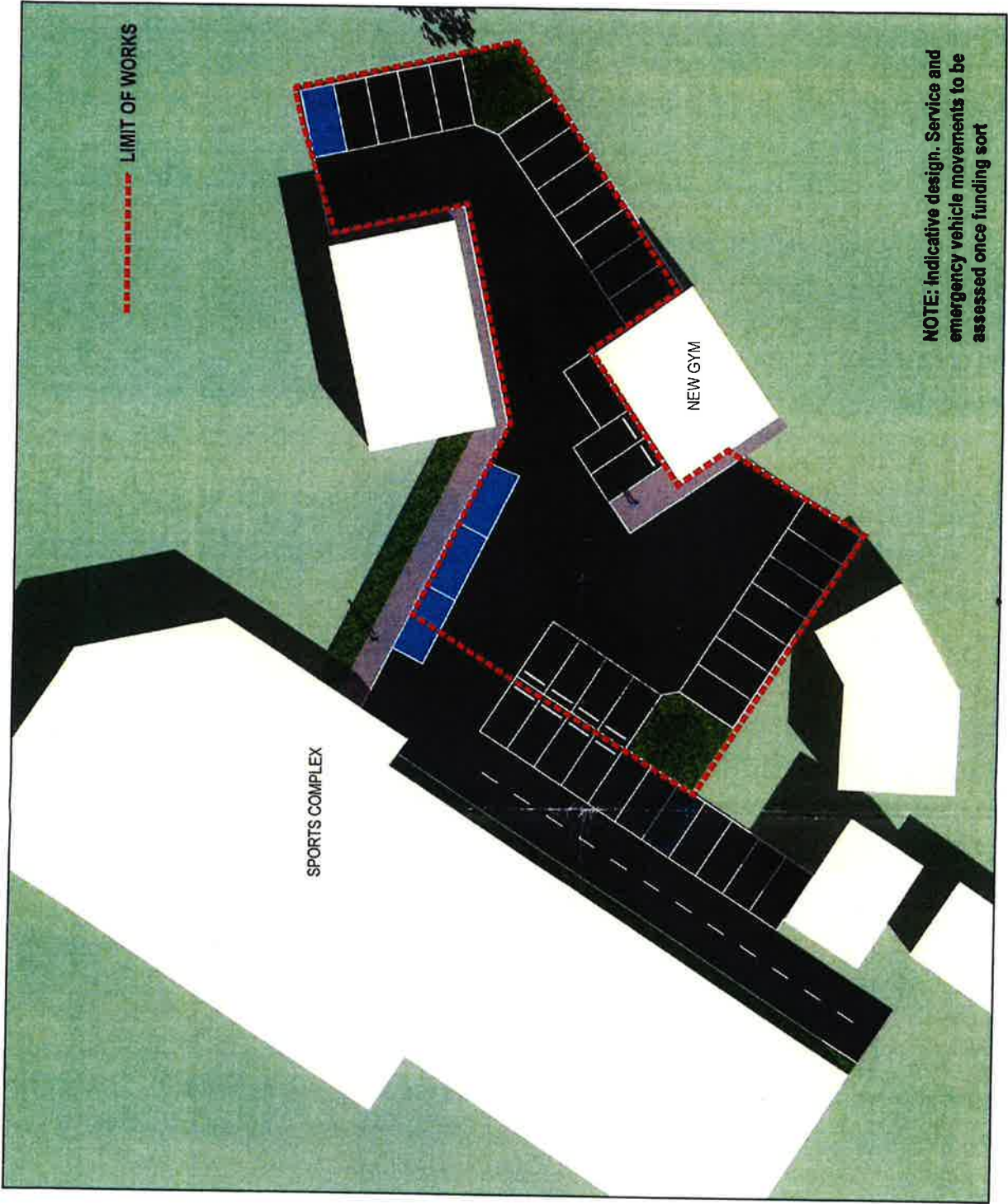
SITE LOCATION

ENGINEERS ESTIMATE

ESTABLISHMENT	
SITE SURVEY	\$ 2,500
GEO TECH	\$ 2,500
DESIGN CONSULTANT FEES	\$ 15,000
TOTAL \$ 20,000	
CONSTRUCTION	
PAVEMENT MAKEUP METAL	\$ 7,000
MACHINERY/LABOUR	\$ 8,000
STABILISATION/REPAIRS	\$ 20,000
CHIPSEAL SURFACING \$5M2 (CURRENT WDC RATE, WILL CHANGE IN JULY)	
- SITE AREA 1000M2	\$ 5,000
TOTAL \$ 40,000	

TOTAL PROJECT ESTIMATE \$ 60,000

NOTE: Construction Estimate taken from WDC contract rates. If the work is Tendered the price will increase





Ngunguru Sports and Recreation Society Inc.

Kopipi Crescent,
PO Box 403099,
Ngunguru 0154

Phone 09 434 3997

Email: ngungurusports@xtra.co.nz

Find us on Facebook

26th March 2018

Whangarei District Council
Private Bag 9023
WHANGAREI

Attention: Simon Weston
Sue Hodge

Dear Sir/Madam

Re: Car parking upgrade at Ngunguru Sports Complex

We wish to make an application to the Council for assistance with an upgrade to parking at the Complex.

Parking at the Complex has increasingly become a significant issue in recent years. This is primarily because of a rapid growth in membership. We currently have 7 (seven) adjunct Clubs – Golf, Bowls, Tennis, Fishing, Pool, Badminton and Football. In the last month a new Gymnasium has opened on our grounds. Furthermore, the complex facilities are being used by a very wide range of community groups (Attachment 1).

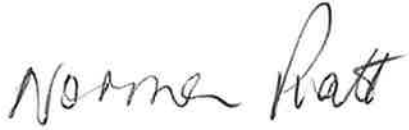
One of our key targets in our Strategic Plan, is to grow our membership to 900 by 2021.

Please find attached copies of the two options that have been prepared for us by Council Staff (Attachment 2). Given that we have a long term three stage parking plan, our preferred option at this stage is Option 1. However, as funding is a key factor for us, we will work with Option 2 in order to make progress with the long term in mind. We would like to submit to Council a funding proposal that would enable us to complete Option 2.

We currently have an interest free loan from Council which was used for the new floor in the Hall. The initial loan of \$45,000 was for a term of 8 years, and now has a balance owing of \$19687.50. Our request is for Council to refinance this loan. If this is agreed, then the Complex would fund the remaining funds required from our own term investment. We believe we can contribute \$30,000. For the Councils information, we have attached a copy of our most recent audited financial report (see Attachment 3).

We are most appreciative of the assistance we have had in progressing the plans to this point. We are very happy to meet with the Council and to provide any additional information they may require.

Yours faithfully

A handwritten signature in cursive script, appearing to read "Norman Pratt".

Norman Pratt
PRESIDENT

cc – Cr. Greg Martin
Cr. Anna Murphy

Attachment 1

Ngunguru Sports Complex (Car Parking Demands) March 2018

The Sports Complex at Ngunguru has become the focal point of the wider Tutukaka Coast community.

With an ever increasing population growth the demands on use of the Sports Complex facilities is increasing every year.

The following is an illustration of the demands being placed on the car parking facilities at the Sports Complex.

- Delivery vehicles / trucks using the Complex as a permanent drop off point to deliver goods to other commercial businesses in Ngunguru.(as a result of limited parking space available on the main Ngunguru Road)
- Patrons to "Salt Air" Café using Complex parking facilities, often delaying the lock-up of the Complex at night. **(non Complex members)**
- Staff at other commercial operations in Ngunguru using Complex parking spaces at the Complex for their vehicles. **(non Complex members)**
- Sunday market days: all parking spaces taken up.**(non Complex members)**
- Ngunguru School events / productions: increasing every year as school facilities unable to keep pace with growth in school roll **(non Complex Members)**
- Soccer (school age): every Sat morning and twice weekly practice sessions during soccer season. All car parking spaces taken up. **(non Complex members)**
- Soccer (adults): Every 2nd Sat afternoon during the soccer season additional demands on our car parking spaces from players and supporters **(non Complex members)**
- Touch rugby: weekly Nov/ Dec: All car parking spaces taken up **(non Complex members)**

- Coastal ANZAC service: All car parking spaces taken up **(non Complex Members)**
- Children's "Roller Disco" in Complex Hall: high use of parking spaces by parents **(non Complex Members)**
- School age netball: now being played at the Complex: Parents **(non Complex members)** needing to use Complex parking facilities.
- Increasing demand for use of Sports Complex Hall for Weddings, Funerals, resulting in all car parking spaces being taken up **(non Complex members)**
- New Gymnasium at the Sports Complex: casual users of the Gym requiring car parking spaces **(non Complex members)**
- Other volunteer groups making regular use of Complex parking facilities include Lions, Coastal Care, Coastal Gardening Club etc **(non Complex members)**

Performance Report

Ngunguru Sports and Recreation Society Inc
For the year ended 31 March 2017

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Entity Information

Ngunguru Sports and Recreation Society Inc For the year ended 31 March 2017

'Who are we?', 'Why do we exist?'

Legal Name of Entity

Ngunguru Sports and Recreation Society Incorporated

Entity Type and Legal Basis

Incorporated Society

Registration Number

224569

Entity's Purpose or Mission

To act as a unifying organisation for the purpose of promoting amateur sports and to foster, encourage, maintain and assist sporting, recreational or community activities in the Society's area.

Entity Structure

The members of the Committee shall be elected at each AGM and consist of the President, Treasurer, Secretary and not more than eleven or less than eight other members of the Society and the Riding member.

Main Sources of Entity's Cash and Resources

Membership Subscriptions

Bar Revenue

Gaming Revenue

Donations

Cottage Rental

Main Methods Used by Entity to Raise Funds

Raffles

Hire of hall for private functions

Membership sponsorship

Special events (Halloween, New Years Eve etc.)

Entity's Reliance on Volunteers and Donated Goods or Services

Committee members volunteer their time as needed throughout the year.



Entity Information

Contact Details

Physical Address: Kopipi Crescent, Ngunguru, New Zealand, 0173

Postal Address: PO Box 403099, Ngunguru, 0154

Phone: 09 434 3997

Email: ngungurusports@xtra.co.nz

Facebook: NgunguruSportsComplex



Approval of Financial Report

Ngunguru Sports and Recreation Society Inc For the year ended 31 March 2017


The Committee is pleased to present the approved financial report including the historical financial statements of Ngunguru Sports and Recreation Society Inc for year ended 31 March 2017.

APPROVED



Committee Member

Date 9/6/2017



Committee Member

Date 9/6/2017



Statement of Service Performance

Ngunguru Sports and Recreation Society Inc
For the year ended 31 March 2017

'What did we do?', 'When did we do it?'

Description and Quantification of the Entity's Outputs

Description of our Outcomes:	Description and Quantification of our Outputs:	Specifically
1) Update and install new "point of sale" operation hardware and software	New BEpoz "point of sale" operation hardware and software purchased and installed in September 2016	
2) Continue with the upgrade our Bar and Restaurant facilities for the enjoyment of our members and guests	Essential Bar and Kitchen equipment replaced / upgraded as required	Bar and Restaurant Improvements: additional EFTPOS terminal installed, new shelving installed, new water cooler installed, new Glycol machine installed, bar lounge and restaurant lighting upgraded, bar fridges repaired, new glass washer installed, new Bain Marie purchased, outside seating area beautified and sound system improved
3) Appoint a Contractor to organise, co-ordinate and oversee one-off events for the benefit of the Sports Complex and it's membership	Contractor appointed July 2016 and an Events Calendar finalised through to 31st March 2017	Events held during the 2016/17 year were: Queens/Kings banquet dinner, Vegas night, Halloween dress up party, Rock n Roll gig, 16 team touch rugby tournament, New Years Eve celebration party and St Pats Day celebration. The Live Vintage event scheduled for Anniversary Day 2017 was regrettably cancelled due to lack of organising support.
4) Complete essential maintenance and upgrading of the Complex Facilities	Essential R & M work has been completed as deemed necessary by the Maintenance Sub-Committee. Upgrading projects approved by the Board have either been completed or are currently in progress.	Maintenance and upgrading of Complex facilities during the 2016/17 year included: complete upgrade of women's main toilet, addition of a baby change table, repaint of restaurant toilets, upgrade of Complex's security system, upgrade of the Complex's water supply system, insect control treatment, lifting lights in hall, addition of a secure lock up storage area in the hall, revamp of the administrators office including installation of a heat pump and new PC and monitor and commencement of replacing ageing copper water pipes throughout the Complex.



Statement of Service Performance

Descriptions of our Outcomes:	Description and Quantification of our Outputs:	Specifically
5) Continue with the program of planting out our Complex gardens	Garden planting out program for 2016/17 completed	
6) Continue to promote our facilities to our wider community	Complex facilities and events promoted via our newsletters, facebook, the Coastie pamphlet and the main road public notice board	
7) Invest in our Employees and Board Members providing them with development opportunities	Complex Employees and Board Members have attended a range of training programs appropriate to their needs	Training undertaken in respect of: Health and Safety, First Aid, Customer Service, Frontline Bar operations and BEpoz point of sale training. Venue Manager and Complex Administration also attended a Gaming related workshop hosted by the Department of Internal Affairs in Wellington
8) Complex to enter into a formal working partnership arrangement with Lion Breweries	Formal contract signed with Lion Breweries in November 2016 for a period of 3 years	
9) Increase new membership by 60 in the year to 31st March 2017	73 new members joined the Sports Complex this financial year	



Statement of Financial Performance

Ngunguru Sports and Recreation Society Inc
For the year ended 31 March 2017

'How was it funded?' and 'What did it cost?'

	NOTES	2017	2016
Revenue			
Donations, fundraising and other similar revenue	1	52,082	57,513
Fees, subscriptions and other revenue from members	1	28,316	27,044
Revenue from providing goods or services	1	311,511	301,578
Interest, dividends and other investment revenue	1	1,760	4,518
Other revenue	1	11,574	7,544
Gaming	3	133,399	146,099
Total Revenue		538,642	544,295
Expenses			
Volunteer and employee related costs	2	158,597	129,896
Costs related to providing goods or service	2	208,693	186,096
Grants and donations made	2	2,000	2,330
Other expenses	2	90,401	89,198
Gaming	3	137,677	147,738
Total Expenses		597,368	555,259
Surplus/(Deficit) for the Year		(58,726)	(10,964)

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This statement is to be read in conjunction with the attached Statement of Accounting Policies and Notes to the Performance Report

Statement of Financial Position

Ngunguru Sports and Recreation Society Inc
As at 31 March 2017

'What the entity owns?' and 'What the entity owes?'

	NOTES	31 MAR 2017	31 MAR 2016
Assets			
Current Assets			
Bank accounts and cash	5	147,202	180,878
Debtors and prepayments	5	-	526
Inventory	5	13,403	9,654
Total Current Assets		160,605	191,058
Non-Current Assets			
Property, Plant and Equipment	7	690,348	730,749
Total Non-Current Assets		690,348	730,749
Total Assets		850,954	921,807
Liabilities			
Current Liabilities			
Creditors and accrued expenses	6	46,514	53,673
Employee costs payable	6	7,039	6,120
Other current liabilities	6	5,625	5,886
Total Current Liabilities		59,177	65,679
Non-Current Liabilities			
Loans	6	19,688	25,313
Total Non-Current Liabilities		19,688	25,313
Total Liabilities		78,865	90,991
Total Assets less Total Liabilities (Net Assets)		772,089	830,815
Accumulated Funds			
Accumulated surpluses or (deficits)	8	772,089	830,815
Total Accumulated Funds		772,089	830,815

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This statement is to be read in conjunction with the attached Statement of Accounting Policies and Notes to the Performance Report

Statement of Cash Flows

Ngunguru Sports and Recreation Society Inc
For the year ended 31 March 2017

	2017	2016
Statement of Cash Flows		
Cash Flows from Operating Activities		
Cash was received from		
Donations, fundraising and other similar receipts	52,082	57,513
Fees, subscriptions and other receipts from members	21,794	25,305
Receipts from providing goods or services	311,250	305,486
Interest, dividends and other investment receipts	1,760	4,518
Cash receipts from other operating activities	11,574	7,231
GST	(119)	4,215
Gaming	133,399	146,099
Total Cash was received from	531,740	550,366
Cash was applied to		
Payments to suppliers and employees	(535,709)	(488,937)
Donations or grants paid	(2,000)	(19,966)
Total Cash was applied to	(537,709)	(508,903)
Total Cash Flows from Operating Activities	(5,969)	41,464
Cash Flows from Investing and Financing Activities		
Cash was applied to		
Payments to acquire property, plant and equipment	(22,081)	(54,099)
Repayments of loans borrowed from other parties	(5,625)	(5,625)
Total Cash was applied to	(27,706)	(59,724)
Total Cash Flows from Investing and Financing Activities	(27,706)	(59,724)
Net Increase/(Decrease) in Cash	(33,676)	(18,261)
Cash and cash equivalent at beginning of period		
Bank accounts and cash	180,878	199,138
Cash and cash equivalent at end of period	147,202	180,877
Bank Accounts and Cash	147,202	180,878



This statement is to be read in conjunction with the attached Statement of Accounting Policies and Notes to the Performance Report.

Statement of Accounting Policies

Ngunguru Sports and Recreation Society Inc For the year ended 31 March 2017

'How did we do our accounting?'

Basis of Preparation

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

No income tax liability has been provided for in the financial statements as the entity, being an amateur sports promoter, is exempt from all income tax pursuant to section CW 46 of the Income Tax Act 2007.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Fixed Assets

Fixed Assets are stated at cost less accumulated depreciation.

Depreciation is charged using rates that reflect their estimated useful life as follows:

Land is not depreciated	
Improvements	2.5% - 3.0% SL & 10% - 13% DV
Bar Equipment	10.00% - 20% DV
Plant & Equipment	9.0% - 67% DV
Gaming Equipment	10% - 20% DV
Restaurant	10% - 48% DV

Donations, Fundraising and Other Similar Revenue

Donations, Fundraising and Other Similar Revenue is recorded on receipt provided there is no "use or return" conditions attached. Where "use or return" conditions are attached the revenue is initially recorded as a liability, with revenue recognised as the conditions are met.

Fees, Subscriptions and Other Revenue From Members

Fees, Subscriptions and Other Revenue From Members is recorded evenly over the period in which the items are provided to members.

Revenue From Providing Goods or Services

Revenue From Providing Goods or Services is recorded when the goods are sold or the service is performed.



Interest, Dividends and Other Investment Revenue

Interest, Dividends and Other Investment Revenue is recorded when earned.

Other Revenue

Other Revenue is recorded when receivable. In the case of a gain on sale of an asset revenue is recorded when control of the asset transfers to the new owner.

Gaming

Gaming proceeds and interest are recorded when earned.

Volunteer and Employee Related Costs

Volunteer and Employee Related Costs are recorded when staff provide services and become entitled to wages, salaries and leave.

Costs Relating to Providing Goods or Service

Inventory is recorded when the goods are sold or distributed.

Other costs relating to provided goods or services are recorded when incurred.

Grants and Donations Made

Grants and Donations Made are recorded when approved and the recipient advised.

Other Expenses

Depreciation is recorded as stated in the Fixed Assets policy above.

Other costs are recorded when incurred.

Gaming

Wages are recorded when staff provide services and become entitled to wages and leave.

Depreciation is recorded as stated in the Fixed Assets policy above.

Distributions are recorded when approved and the recipient advised.

Other costs are recorded when incurred.

Stock on Hand

Stock on Hand is recorded at the lower of cost or net realisable value on a first in first out basis.

Debtors

Debtors are stated at estimated realisable value. Amounts not considered recoverable have been written off during the year.

Creditors and Accrued Expenses

Creditors and Accrued Expenses are recorded when an invoice has been received. Where goods have been received by the Society or services performed for the Society but no invoice has yet been received, an estimate of the amount to be paid has been accrued.

Employee Costs Payable

Employee Costs Payable are recorded as employees have earned the entitlement or the Society has withheld amounts from wages and salaries already paid.



Statement of Accounting Policies

Loans

Loans are recorded when the amount borrowed is received. Principal repayments during the period are deducted from the loan balance. Any interest owing at balance date but not yet paid is added the loan balance.

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.



Notes to the Performance Report

Ngunguru Sports and Recreation Society Inc For the year ended 31 March 2017

	2017	2016
1. Analysis of Revenue		
Donations, fundraising and other similar revenue		
Donations Income	3,836	1,617
Grant Received - Gaming Division - Assets/Expenses	41,872	46,000
Grant Received - Whangarei District Council - Lawn Mowing	2,000	2,000
Raffle Income	4,373	3,487
Vintage Classic Day	-	4,410
Total Donations, fundraising and other similar revenue	52,082	57,513
Fees, subscriptions and other revenue from members		
Subscriptions	28,316	27,044
Total Fees, subscriptions and other revenue from members	28,316	27,044
Revenue from providing goods or services		
Bar	298,035	287,636
Hall Hire	1,952	3,202
Pool Tables	874	859
Rent - Cottage	9,880	9,880
Rock n Roll	770	-
Total Revenue from providing goods or services	311,511	301,578
Interest, dividends and other investment revenue		
Interest Received (complex investment)	1,760	4,518
Total Interest, dividends and other investment revenue	1,760	4,518
Other revenue		
Insurance Payout	8,723	-
Insurance Recovered	-	3,762
Jackpot Sponsorship	2,765	2,922
Sundry Income	86	860
Total Other revenue	11,574	7,544

2016: The society received a grant of \$35,000 from the ASB Charitable Trust during the year ended 31 March 2016 towards the completion of the Tennis Court project which was started last year. In addition \$17,636 recorded as unspent grants as at 31 March 2015 has been spent on this project during the 2016 financial year. This was not recognized as either income or expenditure within the financial statements of the society on the basis that the society applied for the funding on behalf of the sporting adjunct and hence has been treated as an agency based transaction within the financial statements.



	2017	2016
2. Analysis of Expenses		
Volunteer and employee related costs		
Wages		
Administration Wages	79,891	67,946
Bar Wages	78,705	61,950
Total Wages	158,597	129,896
Total Volunteer and employee related costs	158,597	129,896
Costs related to providing goods or services		
Bar Gas Charges	1,428	1,060
Bar Purchases	120,959	112,563
EFTPOS Rental	879	629
GST Adjustment - Prior Year	2,757	-
Ice Purchases	1,047	964
Insurance & ACC Levies	15,373	15,704
Licences	1,481	905
Members Rewards	1,960	2,085
Membership - Jackpots	3,160	4,240
Plant Hire	-	4
Printing, Stationery & Postage	307	-
Raffle Expenses	2,569	1,919
Repairs & Maintenance - Beer Lines	1,477	1,345
Repairs & Maintenance - BEPOZ contract	1,335	-
Repairs & Maintenance - Buildings	26,353	18,354
Repairs & Maintenance - Glassware	628	695
Repairs & Maintenance - Grounds	2,497	6,596
Repairs & Maintenance - Plant	10,975	6,503
Repairs & Maintenance - Quest Contract	161	387
Repairs & Maintenance - Rubbish	2,435	2,529
Rock n Roll expense	1,800	-
Security Services	1,018	941
Seminars & Conferences	750	-
Sky Television	3,729	3,664
Telephone	3,222	3,084
Training	391	357
Vintage Classic Day Expenses	-	1,569
Total Costs related to providing goods or services	208,693	186,096
Grants and donations made		
Donations Expense	-	330
Grants - Lawn mowing	2,000	2,000
Total Grants and donations made	2,000	2,330
Other expenses		
Accounting Fees	2,370	3,500
Administration	5,695	5,042
Advertising	2,325	1,929
Audit Fees	3,788	5,280

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Notes to the Performance Report

	2017	2016
Bank Charges	1,157	902
Cleaning - Supplies	6,442	5,235
Depreciation	41,278	38,336
Electricity	19,835	19,463
Entertainment	4,198	3,930
Freight	348	546
General	2,394	988
Loss/(Gain) on disposal of Assets	570	4,048
Total Other expenses	90,401	89,198

	2017	2016
3. Gaming Trading Statement		
Income		
Gaming - Proceeds (Gaming)	133,333	145,924
Interest on Gaming Machine Funds	66	175
Total Income	133,399	146,099
Less Expenses		
Direct Gaming Costs		
Accounting Fees	1,173	1,500
Administration	-	634
Audit Fees	2,200	3,000
Electricity	1,500	3,000
EMS - Administration costs	9,157	6,671
Gaming Machine Duty	30,665	33,562
Insurance	500	842
Licences	10,132	6,379
Problem Gambling Levy	1,991	2,198
Publications	539	-
Repairs & Maintenance	10,995	11,415
Gaming - Software	2,367	2,367
Wages	1,200	1,260
Total Direct Gaming Costs	72,417	72,829
Indirect Gaming Costs		
Depreciation - Gambling Equipment	20,633	21,719
Total Indirect Gaming Costs	20,633	21,719
Total Less Expenses	93,050	94,548
Undistributed Surplus Prior to Distribution	40,349	51,551
Distributions Made During Year		
Ngunguru Fishing Club	548	200
Ngunguru Bowls Club	334	1,147
Ngunguru Football Club	-	750
Ngunguru Golf Club	1,872	3,720
Ngunguru Sports & Recreation Complex - Assets/Expenses	41,872	46,000



Notes to the Performance Report

	2017	2016
Ngunguru Tennis Club	-	1,373
Total Distributions Made During Year	44,627	53,190
Total Gaming Expenses	137,677	147,738
Net Surplus / (Deficit) For Year	(4,278)	(1,639)

The gaming deficit has been met from brought forward undistributed funds. Refer to note 14.

	2017	2016
4. Bar Trading Statement		
Income	295,692	286,731
Less Cost of Sales		
Purchases	120,632	112,190
Total Less Cost of Sales	120,632	112,190
Gross Surplus for Year	175,060	174,540
Less Expenses		
Bar Gas Charges	1,428	1,060
Ice Purchases	1,047	964
Repairs & Maintenance - Beer Lines	1,477	1,345
Repairs & Maintenance - Glassware	628	695
Bar Wages	78,705	61,950
Total Less Expenses	83,285	66,014
Net Surplus for Year	91,774	108,526
	2017	2016

5. Analysis of Assets

Bank accounts and cash		
Cash on Hand/Floats	13,865	15,065
Complex 00 (General Cheque)	19,109	27,692
Complex 53 (Saver Plus)	86,062	102,919
Complex 54 (Fast Saver)	3,500	23,235
Gaming 00 (General Cheque)	1,553	2,462
Gaming 50 (Accelerator)	23,112	9,506
Total Bank accounts and cash	147,202	180,878
Debtors and prepayments		
Debtors	-	526
Total Debtors and prepayments	-	526
Inventory		
Stock on Hand	13,403	9,654
Total Inventory	13,403	9,654

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	2017	2016
6. Analysis of Liabilities		
Creditors and accrued expenses		
Creditors	29,134	30,003
Goods & Services Tax	3,249	3,017
Subscriptions in Advance	14,131	20,653
Total Creditors and accrued expenses	46,514	53,673
Employee costs payable		
Employee Entitlements	7,039	6,120
Total Employee costs payable	7,039	6,120
Other current liabilities		
Hall hire in Advance	-	261
Term Loan - Current Portion WDC	5,625	5,625
Total Other current liabilities	5,625	5,886
Loans		
Loan - WDC	19,688	25,313
Total Loans	19,688	25,313

Loan - WDC

An interest free loan of \$45,000 was secured from the Whangarei District Council. This principal amount is repayable in quarterly installments of \$1,406.25. The expiry date of this loan is 1 September 2021. A general security agreement has been entered into against the society property and all other property to the maximum priority sum of \$45,000.

	2017	2016
7. Property, Plant and Equipment		
Land		
Opening Balance	14,280	14,280
Total Land	14,280	14,280
Buildings		
Opening Balance	557,793	584,720
Depreciation	(26,849)	(26,927)
Total Buildings	530,944	557,793
Gaming		
Opening Balance	93,345	99,719
Additions	5,000	15,345
Depreciation	(20,633)	(21,719)
Total Gaming	77,711	93,345
Bar		
Opening Balance	9,080	6,288
Additions	3,169	6,830
Disposals	-	(2,654)
Depreciation	(1,643)	(1,384)
Total Bar	10,607	9,080

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Plant and Equipment

Opening Balance	40,012	25,902
Additions	11,531	22,129
Disposals	(569)	(244)
Depreciation	(9,979)	(7,775)
Total Plant and Equipment	40,995	40,012

Restaurant

Opening Balance	16,240	9,844
Additions	2,400	9,795
Disposals	(21)	(1,150)
Depreciation	(2,807)	(2,250)
Total Restaurant	15,811	16,239

Total Property, Plant and Equipment	690,348	730,748
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2017 2016

8. Accumulated Funds**General Equity**

Opening Balance	821,930	831,256
Accumulated surpluses or (deficits)	(54,448)	(9,325)
Total General Equity	767,482	821,930

Gaming Equity

Opening Balance	8,885	10,524
Accumulated surpluses or (deficits)	(4,278)	(1,639)
Total Gaming Equity	4,607	8,885

Total Accumulated Funds	772,089	830,815
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9. Commitments

There are no commitments as at 31 March 2017. (2016; nil)

10. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 31 March 2017. (2016; nil)

2017 2016

11. Related Parties**Gaming Distributions**

Ngunguru Bowls Club	334	1,147
Ngunguru Fishing Club	548	200
Ngunguru Football Club	-	750
Ngunguru Golf Club	1,872	3,720
Ngunguru Tennis Club	-	1,373
Total Gaming Distributions	2,755	7,190

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There are some Committee members in common between the Society and the sporting adjuncts of the club. From time to time grants are made from the Society to the various sports clubs.

There were no further transactions involving related parties during the financial year.

12. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report.

13. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.

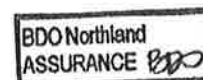
	2017	2016
14. Gaming Accumulated Funds		
Accumulated Funds Prior to Distributions		
Opening Balance	8,885	10,524
Current Year Undistributed Surplus	40,349	51,551
Total Accumulated Funds Prior to Distributions	49,233	62,075
Authorised Purpose Payments	14,627	53,190
Balance Remaining to be Distributed	4,607	8,885

Authorised purpose payments equate to 33.45% of turnover (2016; 36.41%). The Society licence requires at least 37.10% of gaming turnover to be distributed as authorised purpose expenditure (2016; 40%). Therefore the percentage distribution is a technical breach of legislation.

15. Goods or Services Provided to the Entity in Kind

On 18 March 2003 the Society entered into a 44 year lease commencing 23 October 2003 with the Whangarei District Council for approximately 14ha of land that makes up the Ngunguru Sports and Recreation grounds. A nominal lease of \$1 is payable each year for the use of this land provided a number of conditions are met. A summary of the main conditions are listed below.

1. The lease is paid by 1 June each year
2. The Society pays all costs for the land and buildings
3. The Society fences & maintains a fence around the perimeter of the property
4. No buildings are erected without consent of the Council
5. The land is used only for sports and recreation ground cultural activities and community facilities
6. The Society may not sublet the land without the consent of the Council
7. The Council may inspect the land at any time and may carry out works as deemed necessary
8. The Society must not undertake any earthworks
9. The Society must insure all buildings and structures



6.7 Community Funding Proposal

Meeting: Council Meeting
Date of meeting: 31 May 2018
Reporting officer: Jonny Gritt, Manager – Community Development

1 Purpose

To decide Council's approach to Community Funding for implementation from July 2018

2 Recommendation/s

That Council:

- a) adopts the new Funding Principles of Accessibility, Consistency, Diversity, Effectiveness, Efficiency, Equity, Flexibility, Inclusion and Transparency.
- and;**
- b) That Council adopts one of the following options for Community Funding for development from 1 July 2018 in line with the Community Development Framework:
 - a. Option 1: Status Quo; **or**
 - b. Option 2: Enhanced Status Quo, **or**
 - c. Option 3: Alternative Model.

3 Background

The current Community Funding Model is outlined financially below. It has served sectors of the community well for several years. However, scope for further development has been identified in line with the positive growth projections for the District and our growing number of communities of people, place and interest:

Current Funding Model	Value	% of Budget
Annual Operating and Events Fund grants	\$ 1,412,910	90%
Performing Arts Fund	\$ 15,000	1%
Halls Fund	\$ 60,000	4%
R&R Fund	\$ 15,000	1%
Community Fund	\$ 75,000	5%
Totals	\$ 1,577,910	100%

Three Options are presented for consideration and are in line with Council's intent to *"support communities who seek to collectively impact positively upon issues, needs and aspirations identified as important by those communities"*.

The principles which were identified by Councillors as important are: accessibility, consistency, diversity, effectiveness, efficiency, flexibility, inclusion and transparency.

Option 1 – Status Quo. All existing funds are retained alongside current policy, practice and guidance. Any increases in funding levels arising from the Long Term Plan process will be apportioned across these funds as determined by the Community Funding Committee.

Option 2 – Enhanced Status Quo. The current Annual Operating Fund (AOF) continues, but meetings are held bi-monthly to better align with the recipients planning cycles.

The remaining funds continue to be considered individually (i.e. Performing Arts Fund, Halls Fund etc.), but this takes place at the same bi-monthly meetings to support recipient planning cycles and to smooth the annual administrative workload.

New application and impact reporting forms are introduced and the eligibility criteria are made more flexible to enable consideration of modest operational expenses, facility improvements and capital purchases less than \$10k in value.

This option enhances our Community Funding by enabling more groups across the district to gain the opportunity to be considered for funding. It allows Council to transition to a new way of working at a manageable pace that is in line with the Framework's objectives. This Option could be reviewed at the 18 month point once the new elements have been embedded and additional elements added. A move toward Option 3 could be considered at that point.

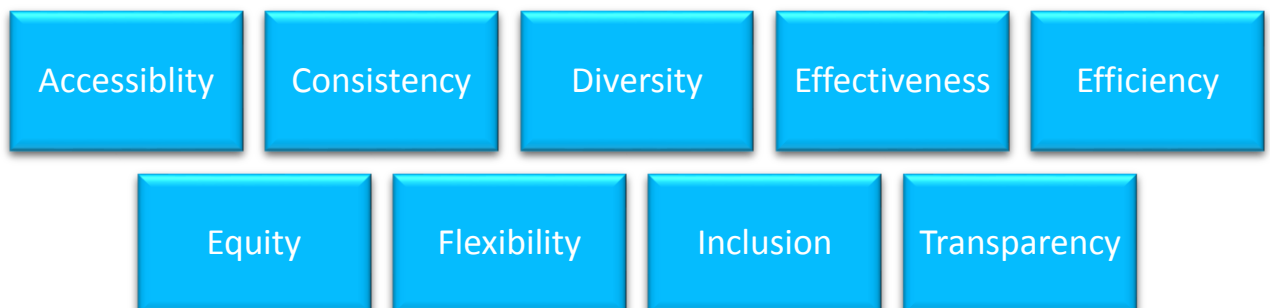
Option 3 – Alternative Funding Model introduced. Funding becomes contestable and open to a wider diversity of community groups except for a Special Grants category for District Amenities (Specifically Whangarei Arts Museum, Creative Northland, Kiwi North and Quarry Gardens Trust).

All other funding pools combine to form a single contestable fund (approximately \$800k). This is assessed and decided at the bi-monthly committee meetings with an indicative budget pre-allocated across the 6 meetings (approximately \$133k each month) split across four newly established Funding Priorities. Any unallocated funds are rolled over from one meeting to the next and are distributed by year end in line with new Funding Priorities.

All the Options are outlined in attachment 1 and are underpinned by new Funding Principles.

3.1 Funding Principles

The Options proposed are based upon the following new principles which are identified as important in moving to simplified, yet structured approach:



4 Discussion

The three Options outlined in attachment 1 are the result of several reviews and workshops undertaken with elected members (Dec 2017 - April 2018), following adoption of the Community Development Framework (The Framework) in October 2017 and contained within the draft report for presentation to Council – Community Funding Proposal April 2018. See attachment 2.

It was agreed that a more creative approach was needed, but within a structured and easily understood model. It was agreed that greater flexibility and agility would enhance Council's approach. Equally, population growth, increased demand on services and increasing diversity in requests for support, meant that Council felt a more "hand up, than hand out" approach was desirable. See Review of Grant Workshop - Workshop Notes attachment 3.

It was felt that where recipient groups do not make a demonstrable difference within the community or are unable to show their value and impact, mechanisms should exist for them to cease to receive Council funded support. They may retain access to in-kind services, advice or capability building support, but may have to seek alternative sources of funds.

These discussions also raised the importance of moving forward at an appropriate pace in line with the "readiness" of both community groups and Council. As such Option 1 represents no change to current policy or practice, Option 2 has some enhancements and a move to bi-monthly meetings, and Option 3 contains all of the following elements:

- **Bi-Monthly funding rounds** – Move from specific regimented funding rounds to 6 bi-monthly committee meetings per year. Applicants can apply any time, for a wide range of projects, and the committee is more involved throughout the year.
- **Simplified criteria** – Less emphasis on projects or expenses that will or won't be funded. Instead, criteria will be simplified to enable Councillors to consider support for a greater variety of projects, assessed on merit rather than current policy constraints.
- **Single application form and report form** – In line with a single pool of funds, single application and reporting forms will make it easier for applicants to apply and for administrators to administer funds; acknowledging many applicants are time poor volunteers. It will also provide insights on district volunteering. See attachment 4.
- **Impact reporting** – a strengthened grant report form will provide greater emphasis on data and reporting the impact of funding received by groups. See attachment 5.
- **Discretionary Grants**– This provides the opportunity for Council to provide small quick response grants or take advantage of partnerships or other opportunities as they arise. It is proposed that these are given in exceptional circumstances by the Funding Committee with staff delegated decision-making and reporting.
- **Concessions** – No change, applications for concessions considered on a case by case basis; including rent, parking and resource consent concessions.
- **Community Loans** – No change, but greater promotion and increased ease of access to optimise loans as a means of providing support in some situations.
- **Creative Communities Scheme** – No change. While administered by Council, this scheme is funded by Creative New Zealand; decisions are made by a community assessment committee. This will continue, sitting alongside the preferred option selected. It is not included in the budgeted figures and percentages proposed.
- **Revisions to Policy and Guidelines** (Grants, Concessions and Loans Policy and a revised Community Funding Guide) will align with the preferred Option selected.

4.1 Key Points of Difference with Option 3: Alternative Model

Within this option four over-arching “Funding Priorities” are proposed and their associated “Funding Objectives” are encapsulated as follows:

Funding Priorities	Funding Objectives
Arts & Culture	Provide support that facilitates education and enjoyment of The Arts and Culture for the people in our district
Heritage & Environment	Provide support that preserves and promotes the Heritage of our region and that protects and enhances the Environment in which we live
Recreation & Sport	Provide support that enables participation and engagement in Recreation and Sport for people in our district of all abilities, ages and life stages
Community Connectedness & Well-being	Provide support that strengthens community cohesion and connectedness in ways that cultivate healthy, happy and positive relationships across our district

* Note: It is proposed that four key amenities currently supported from the Annual Operating Fund be managed separately from the new community funding pool. Specifically, **Kiwi North, Creative Northland, Whangarei Quarry Gardens Trust and Whangarei Art Museum**. This option proposes that these four organisations retain their Annual Operating Funds under a Special Operating Grants criteria as they represent significant District Amenities. Currently these groups receive in the region of \$1m annually from the \$1.58m overall community funding pool (63% annually), which excludes concessions and loans. See table and chart below:

Current Funds with special operating grants separated out	Value	% of Total Budget
Special Operating Grants	\$ 1,001,225	63%
Other existing Annual Operating and Events grants	\$ 411,685	26%
Performing Arts Fund	\$ 15,000	1%
Community Halls Fund	\$ 60,000	4%
Resident and Ratepayer Fund	\$ 15,000	1%
Community Fund	\$ 75,000	5%
Totals	\$ 1,577,910	100%

It is proposed that the significant amounts invested in these four District Amenities requires Council to work more closely with these organisations through the performance reporting mechanisms in place to encourage greater diversification of income and their sustainability.

4.2 Option 3: Alternative Model - Percentage Allocations

Option 3 proposes that funds are distributed based on a percentage allocation to each of the Funding Priorities that Councillors have determined are appropriate.

Based on historic data and the nature of funding in past years the following percentages are proposed for discussion, variation and adoption by Council.

The figures in the table below represent the mid-point between amounts allocated annually with and without the four key amenities included. They are a starting point for discussion:

Funding Priorities – percentage options	Arts and Culture[^]	Heritage and Environment	Recreation and Sport *	Community Well-being
Example 1 - Current Funds including all AOF grants	45%	35%	5%	15%
Example 2 - Current Funds excl. WAM, CN, KN, WQGT	27%	20%	13%	40%
Proposed % midpoints of the above	35%	27%	10%	28%

* Excludes Parks financial support for Sport Northland, Aquatic Centre and sports fields/facilities.

[^] Excludes Creative Communities Scheme funded by Creative New Zealand.

The implication of reducing current percentage allocations could mean some organisations see a reduction in funding, others an increase and some no longer receive funds at all, whilst providing a greater level of surety for the four District Amenities.

The percentage allocations and any performance criteria for special grant recipients will be reviewed annually with Councillors and adjustments made in line with progress achieved and to meet the evolving vision of a 'Vibrant, attractive and thriving District' and the associated 'Community Outcomes' Council seeks to achieve.

4.5 Discretionary Funding

Options 2 and 3 contain a Discretionary Funding component that enables modest grants to be actioned that provide agility and quick response solutions or address specific funding gaps when required. They may be used to support a proven initiative or provide an opportunity for collective action with other funding partners.

Discretionary Grants will support activities that meet the overarching vision of creating a vibrant, attractive and thriving district, and contribute to community connectedness. For example, an opportunity may arise to support momentum in a particular community that seeks to foster greater neighbourly connection in a similar way to the "Block Connector" concept practised overseas. Equally, it could be used to support a collaborative endeavour with other Councils or partners around social enterprise development or capacity building for community groups.

It is proposed that these grants are endorsed by the Community Funding Committee and approved by Council staff under the delegated authority of Council with Staff reporting back to the Committee.

This fund would enable support to occur with agility not possible under the current system.

4.6 Community Development Impact - What does success look like?

We currently provide approximately \$1.58m through the 5 funding pools of Annual Operating Fund (\$1.4m), Performing Arts Fund (\$15k), Community Fund (\$75k), Community Halls fund (\$60k) and Resident & Ratepayers fund (\$15k) allocated once annually and at specific times in the year plus concessions of \$456k and loans of between \$500k-\$600K.

All 3 Options will see a comparable \$1.8m available (subject to LTP budget confirmation) for distribution throughout the year (approximately \$133k at each bi-monthly meeting in Options 2 and 3) plus the same concession sums.

LTP allocations to 'Community-Led Projects'; formerly "Village Planning" and, in time, the 'Rural Facilities Development Fund', operate outside of the Community Funding Model. However, these funds will also significantly add to Council's ability to work alongside the district's growing and increasingly diverse communities.

In Options 2 and 3 success will be informed both quantitatively through the framework's indicators and measurement and the new impact reporting template data. This will be enhanced qualitatively through storytelling and anecdotal feedback and the sharing of learning so that other groups can develop their own approach.

External evaluation through survey tools will support confirmation of progress toward the goal of building stronger, more connected and more resilient local communities.

4.7 Financial/budget considerations

District growth will see an increased demand placed upon infrastructure and Council's core services. It is therefore important that Council's approach to Community funding is as supportive as possible to as diverse a community base as practical, whilst remaining robust, efficient and prudent in terms of investment. Options 2 and 3 allow for greater opportunities for funding of community groups without significantly increasing the ratepayer contribution.

If Community Development is implemented effectively, the return on the investment to Council can become significant through the enhanced community endeavour that occurs, the financial participation of partner agencies including government, NGO and private sector in funding terms, and through the more intangible benefits of communities becoming more cohesive.

The 2018-2028 Long Term Plan introduces a new Facilities Partnership Fund. A proposed allocation process for this fund will be presented to Council in June, based on the new funding principles.

4.8 Policy and planning implications

The current Grants, Concessions and Loans Policy has been reviewed and will be aligned with the preferred option selected. This proposal also creates an opportunity across Council departments to identify any interdependencies that might exist from community groups that are not currently recognised, thus allowing for greater transparency, streamlining and recognition of total Council support to the community.

Adoption of the Community Development Framework has led to a review of Council's current policy and practice. The implementation of Options 2 or 3 reinforces the shift in approach from a Community Service to a Community Development approach.

4.9 Risks

Risk	Rationale	Mitigation
Reputational – ceasing of funding for some groups may result in a negative reaction against Council.	<p>Over-reliance on Council funding and historical decisions that need to be reconsidered.</p> <p>The reasons outweigh the risk in terms of the need to address growth in the district, increasing scarcity of resources and fragmentation of effort in certain areas.</p> <p>Establishing priorities for its Community Development investment should enable</p>	<p>Good relationship management, transparency in approach and excellent communication.</p> <p>Transition support for groups that may no longer be funded.</p>

	Council to create more equitable opportunity for communities' district-wide.	
Implementation of any new Community Development approach has a degree of risk as new processes are embedded.	The demographic shift that is already being experienced and the increase in population of the district will result in the emergence of new groups seeking assistance as well as established groups requesting greater levels of support. Similarly, community safety concerns are anticipated to increase for some communities particularly as volunteer levels are not anticipated to rise in parallel to their population growth.	<p>The broader, more open funding model and the funding priority areas proposed in Option 3 will provide fair, transparent opportunities to access funding and more strategy-aligned decision making.</p> <p>Council may need to consider alternative forms of engagement including a mix of a volunteer and paid workforce in certain areas.</p>

5 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy. The public will be informed through a communication plan, Community Development Committee agenda publication as well as Council news and Social Media.

6 Attachments

- 1) Revised Proposal for Community Funding Strategy (April - May 2018)
- 2) Draft Report for presentation to Council - Community Funding Proposal 13 April 2018
- 3) Review of Grants Workshop – Workshop Notes
- 4) Draft Community Funding Application Form
- 5) Draft Community Funding Impact Report Form

Revised proposal for Community Funding strategy (April/May 2018)

Option	Includes	Pros	Cons	Meeting examples
1. Status Quo	<ul style="list-style-type: none"> i. Retain existing Funds (AOF, AEF, PAF, Halls, R&R, C/Fund) (The LTP increase simply distributed over these as determined by the Committee). ii. Existing schedule of 5-6 meetings per year, different meetings for different funds iii. Existing forms and reporting 	<ul style="list-style-type: none"> • Continuity • Familiarity 	<ul style="list-style-type: none"> • Council-centric • Inflexibility of fixed funding rounds and closing dates • Confusion over which fund to apply to • Limitations on criteria and what we can fund • Uneven distribution of workload for staff 	<p>Cycle: Feb, Mar, Apr, Aug, Oct,</p> <ul style="list-style-type: none"> • Feb: Halls, R&R, • Mar: AOF • Apr: AEF, CF R1 • Aug: PAF, annual report • Oct: CF R2
2. Enhanced Status Quo	<ul style="list-style-type: none"> i. Introduce Single Application form for all funds ii. Introduce Impact Reporting iii. Simplify criteria allowing more flexibility in what is funded (allowing consideration of modest operational expenses, facility improvements and capital purchases, less than \$10k in value) iv. Annual Operating and Events Funds considered bi-monthly v. Existing contestable Funds (PAF, Halls, R&R, C/Fund) considered bi-monthly vi. Modest Discretionary Fund established of \$18k-25k (\$3-4k per funding round) under staff delegation and reporting back to Committee 	<ul style="list-style-type: none"> • Simplified application process • Improved reporting to show impact of spend • Greater flexibility for eligibility • Continuity for AOF/AEF • Flexibility for AOF/AEF applications to align with their financial/business planning cycles • Flexibility to work with struggling AOF/AEF applicants to meet requirements outside of a deadline • No closing dates means flexibility for all potential applicants • Improved distribution of workload for staff • Discretionary funding can cater for those situations where the project is excellent but the timeframe doesn't suit 	<ul style="list-style-type: none"> • Confusion over which fund to apply to • Double standards – marae and other non-identified community halls would need to apply to the Community Fund, while existing identified halls apply to the Halls Fund • Need to carefully consider allocations throughout the year – may end up with no budget before end of the year or conversely have been too prudent • Impact reporting may prove difficult for some applicants, but CDA's can provide support 	<p>Cycle: Feb, Apr, Jun, Aug, Oct, Dec</p> <p>Each meeting:</p> <ul style="list-style-type: none"> • AOF • AEF • PAF • Halls • R&R • CF • Discretionary Fund allocations
3. Alternative Model	<ul style="list-style-type: none"> i. Introduce Single Application form ii. Introduce Impact Reporting iii. Simplify criteria allowing more flexibility in what is funded (allowing consideration of modest operational expenses, facility improvements and capital purchases, less than \$10k in value) iv. Special grants fund (approximately \$1m) for WAM, CN, KN and Quarry Gardens with tailored KPIs and enhanced reporting requirements agreed with committee v. Contestable fund (approximately \$800k) split amongst the four funding priority areas: <ul style="list-style-type: none"> • Arts and Culture • Heritage and Environment • Recreation and Sport • Community Connectedness and Well-being vi. Transition plan for other AOF/AEF recipients including indicative funding ringfenced for 2019-20 (2018-19 already committed). vii. Multi-year funding could be considered on a contestable rather than guaranteed basis viii. Discretionary Fund of \$25-50k (\$4-8k per round) under staff delegation and reporting back to Committee 	<ul style="list-style-type: none"> • More Community-centric • Simplified application process • Improved reporting to show impact of spend • Greater flexibility for eligibility • Greater flexibility for decision-making • Greater clarity of community funding reach (without skewed view of the \$1m special grants) • Greater flexibility and responsiveness in funding budget with strategic guidelines rather than budget/fund limits • Continuity for WAM, CN, KN and Quarry Gardens with improved and targeted relationship management • Discretionary funding can cater for those situations where the project is excellent, but the timeframe doesn't suit 	<ul style="list-style-type: none"> • Impact on AOF/AEF of “guaranteed” funding ceasing is difficult to accurately forecast • Represents a significant change in direction that is dependent on questionable “readiness” of Council, systems and Staff to make work. This requires total support from Crs, SLT and Staff in terms of ownership and delivery. • Previously “protected” organisations outside the special grant category face annual competition for funding support with multitude of other competing interests, community groups and projects • Additional workload for staff to prepare status reports bi-monthly on Funding Priority achievement/progress reporting • Requires long lead time to transition AOF/AEF • Requires careful fund management by staff 	<p>Cycle: Feb, Apr, Jun, Aug, Oct, Dec</p> <p>Each meeting:</p> <ul style="list-style-type: none"> • Community Funding (under 4 priority areas) • Discretionary Fund allocations • (Special Grants if any)



Community Funding Proposal

Meeting: Community Development Committee
Date of meeting: 13 April 2018
Reporting officer: Jonny Gritt, Manager- Community Development

1 Purpose

To present Council with a proposed Community Funding Model for implementation into practice by July 2018

2 Recommendation/s

That Council approves implementation of the proposed Community Funding Model with effect 1 July 2018; including:

- a. Adoption of the new Grants, Concessions and Loans Policy and endorsement of the new Community Funding Guidelines
- b. Adoption of four over-arching 'Funding Priorities' and their associated 'Funding Objectives'
- c. Adoption of proposed percentage allocations to each of the Funding Priorities
- d. Introduction of 11 x Monthly Funding Committee Meetings
- e. Introduction of a single application form and corresponding impact reporting template
- f. Introduction of a Discretionary Funding mechanism
- g. Introduction of Participatory Grant making function for Resident & Ratepayer Organisations or those recognised by Council as operating in that role.

3 Executive summary

The current Community Funding model is shown below. It has served sectors of the community very well for several years, but there is scope for further development and enhancement in line with the positive growth of the District and our growing number of communities of people, place and interest:

Current Funding Model	Value	% of Budget
Annual Operating and Events Fund grants	\$ 1,412,910	90%
Performing Arts Fund	\$ 15,000	1%
Halls Fund	\$ 60,000	4%
R&R Fund	\$ 15,000	1%
Community Fund	\$ 75,000	5%
Totals	\$ 1,577,910	100%

A new Community Funding Model is proposed. This includes:

- **A revised Grants, Concessions and Loans Policy** – The primary audience is council staff and elected members. It defines our intent in providing community funding. It applies across Council's grants activity. We are seeking approval of this revised Policy.
- **A revised Community Funding Guide** – The primary audience is the general public. It details how we will deliver grants, concessions and loans from the Community Funding budget only (not whole of council budget). We are seeking endorsement of the revised Guide.

Within the above documents, there are several elements that make up the proposed changes to community funding. In summary, these are:

- **Principles** – Our proposed guiding principles on how community funding should be delivered. These were derived from the grants review workshop in December 2017.
- **5 distinct funds replaced by single pool of funding**, with Funding Priority Areas and percentage of allocations that guide decision making – From multiple pots of funding and limited funding rounds, we are proposing a more flexible single pool of contestable funding. Indicative allocations for each priority area provide guidelines as well as flexibility unlike the current model which is strictly limited by available budget and annual funding rounds.
- **Monthly funding rounds** – We're proposing to move from regimented funding rounds and up to 6 committee meetings per year, to open, flexible funding rounds held and decided upon monthly. Applicants can apply any time, for a wide range of projects, and the committee will be more involved in monthly grant-making decisions.
- **Simplified criteria** – We're proposing less emphasis on projects or expenses that we will and won't fund. The committee will be able to see proposals for funding for a greater variety of projects and assess these on merit rather than on current policy constraints.
- **Single application form and report form** – In line with a single pool of funds, single application and reporting forms will make it easier for applicants to apply and for administrators to administer funds; acknowledging many applicants are time poor volunteers.
- **Impact reporting** – a strengthened grant report form will provide a greater emphasis on data and reporting the impact of the funding received by groups.
- **Annual Operating Fund and Annual Events Fund to cease** – We're proposing to move most of these recipients into our general contestable funding, enabling the committee to assess these based on the agreed Funding Priority Areas and against other applicants' proposals. This will provide for greater flexibility, improved performance management, and address district growth and funding request increases while keeping within budget. Four current recipients are proposed to stay in a Special Grants category; these are Whangarei Art Museum, Whangarei Museum and Heritage Trust, Creative Northland, and Whangarei Quarry Gardens Trust.
- **Participatory Grants (new)** – To strengthen our support to Resident & Ratepayer Associations, funding is proposed that will sit outside of the general contestable funding pool. Recognised associations would receive a \$1,000 grant annually which will formally include funding for their own local grant making initiatives. They currently receive \$700 used by the majority for administration and operating expenses.
- **Discretionary Grants (new)** – This provides the opportunity for Council to provide small quick response grants or take advantage of partnerships or other opportunities as they arise. It is proposed that these are given in exceptional circumstances through the Funding Committee with staff delegated decision-making and reporting.

- **Concessions** – No change, however there exists scope for us to consider applications for concessions on a case by case situation. This includes rent, parking and resource consent concessions.
- **Community Loans** – No change, but greater promotion and increased ease of access to make better use of this as a means of providing support in some situations.
- **Creative Communities Scheme** – No change. While administered by Council, this scheme is funded by Creative New Zealand, with decisions made by a community assessment committee. This will continue, sitting alongside the proposed Community Funding model. It is not included in the budgeted figures and allocation percentages proposed.

4 Background

This report presents a new Community Funding Model for adoption. It is the result of a review undertaken of Council's community funding and follows the grants workshop with elected members and adoption of the Community Development Framework in October 2017.

The Community Development Framework encourages a more community-centric rather than Council-centric approach in the way that we distribute grant funding support to the district. The goal is to be more effective district wide in enabling and equitably supporting our communities to become more self-determining in achieving solutions that impact positively upon the *"issues, needs and aspirations identified as important by those communities"* as per Council's definition of support.

The grant review workshop held with Councillors in December 2017 identified that although many aspects of our current approach to grants, concessions and loans work very well, with good communication between Council and specific stakeholder groups, more can and needs to be achieved. A more flexible approach, open to a wider group of applicants in an easy to action, yet structured application and reporting process was welcomed to support the many and varied volunteers in our community striving to make a difference.

The workshop found that inaccessibility to funding created "road blocks" and "frustration" for certain communities of interest. Additionally, inflexibility, arising out of having a limited number of funding pools created problems for some groups in terms of the timing of applications, their potential eligibility for receipt of funds and the execution of event/projects themselves. A more creative approach was needed, but within a structured and easily understood model. It was agreed that greater flexibility and agility would enhance Council's approach, and with population growth, increased demand on Council services and increasing diversity in requests for support, Council should adopt more of a "hand up than hand out" funding mechanism. See Review of Grant Workshop - Workshop Notes attachment 1.

The below table highlights the key issues from this workshop and how these are addressed in the proposed funding model.

Workshop theme	How addressed in proposed funding model
Inflexible, hard to access	Proposing open funding rounds to be held 11 times a year – apply anytime; Fewer constraints and criteria – each application to be assessed on merit; Proposing funding principles to guide decision making;

	Revised Policy and Guidelines are clear and easy to understand.
Little strategic alignment	Proposing overarching funding priority areas weighted accordingly; Stronger links with Community Outcomes; Strengthened application and impact reporting forms.
Barriers for new applicants	Single application form and open process will make it easier for applicants to apply; Proposed Resident & Ratepayer participatory grants would provide local level opportunities for new groups starting out.
Applicant's capability may be a barrier	Single application form and open process will make it easier for applicants to apply; More emphasis on staff working alongside the applicant and capacity building, particularly our Community Development Advisors who will work with community groups;
Hard to measure and demonstrate impact	Strengthened application and impact reporting forms;
Dependency – create less reliance on Council funding	Proposing to transition majority of current Annual Operating Fund recipients to the general contestable funding pool where each can be measured against the overarching funding priority areas. Capacity building is built into this model, with staff working alongside community groups.
Leverage more	The proposed open nature of the model allows for consideration of all types of funding options including partnerships, for example with FNDC and Manaia PHO's "Kai Ora Fund" supporting food access projects across the region.
Enable R&R Groups to directly support their communities	Proposing participatory grants for resident and ratepayer groups to use within their communities
Grow/expand the Creative Communities Scheme	The proposed model allows for consideration of using some of the Arts and Culture allocation to be added to the Creative Communities Scheme for disbursement.
Do more with Council Loans	Proposing more utilization and raising awareness of this funding mechanism.
Improve agility	Proposing monthly funding rounds, participatory grants for resident and ratepayer groups to disburse, and discretionary 'quick response' grants through delegated authority.

5 Discussion

The elements within the current approach that are working well such as concessions and in-kind support should be retained and strengthened with greater transparency and accessibility. Staff will also encourage groups to consider alternative sources and types of funding and greater use of Council loans for example. The establishment of the role of Community Development Advisers provided under the framework creates opportunities to

support groups in innovative ways with advice and support around capacity building over and beyond simply funding them.

The relatively modest sums Council has available for community funding requires Council to retain a prudent and robust approach yet one that encourages sustainability and less dependency on Council. It was felt that where recipient groups are not making a demonstrable difference within the community or are unable to show the value and impact of their work, mechanisms should exist for them to cease to receive Council funded support. They may retain access to in-kind services, advice or capability building support, but may have to ultimately seek alternative sources of funds.

Staff felt that access and uptake of Council loans was an area that should be expanded and more innovative ways to support groups should be included within Council's funding model where a strong case for their development is clear.

This proposal is focused on establishing a singular Community Funding Model with the existing concessions, in-kind support and the Council loans elements of the current approach retained and operating alongside.

5.1 Principles

The proposal is based upon the following principles which are identified as important in moving to an accessible, flexible, simplified, yet structured approach:



The proposed Model focuses on establishing a single community funding pool that absorbs the current community fund, performing arts fund, community halls fund, annual operating fund (* see note in 5.2 below) and ratepayer and resident administration fund. These funds, whilst effective individually, operate in isolation once or twice a year at most. They are also singularly focused and not flexible enough to always enable consideration of applications from an increasingly diverse community base, time poor volunteers or projects that fall outside their specific criteria.

The ability to provide grants to all these groups will remain within the proposed new Model, but under a contestable approach that reflects Council's priorities around each of 4 overarching priority areas. This will create opportunities for more groups to gain funding support across the district.

The proposed Model responds to key themes discussed at the workshop, wide ranging feedback captured across public meetings, hui, submissions, website surveys and learnings from the community, including, but not limited to:

- 2018-28 Long Term Plan – Early Engagement Results
- Environmental Scan for the 2018-28 LTP
- Growth Model for LTP
- Previous briefings and reports
- Current funding approach.

5.2 The New Approach

This reflects Council's decision to seek to work with communities across the district in line with the refined Community Outcomes objectives agreed.

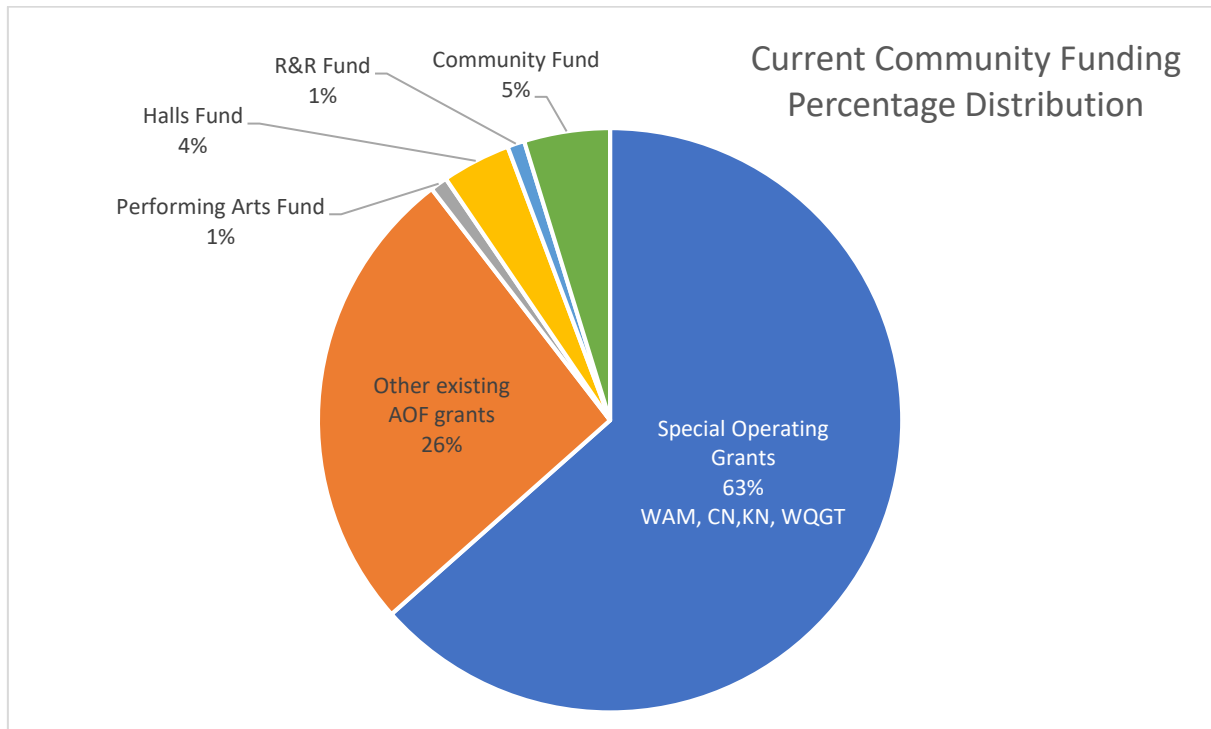
Four over-arching "Funding Priorities" are proposed and their associated "Funding Objectives" are encapsulated as follows:

Funding Priorities	Funding Objectives
Arts & Culture	Provide support that facilitates education and enjoyment of The Arts and Culture for the people in our district
Heritage & Environment	Provide support that preserves and promotes the Heritage of our region and that protects and enhances the Environment in which we live
Recreation & Sport	Provide support that enables participation and engagement in Recreation and Sport for people in our district of all abilities, ages and life stages
Community Connectedness & Well-being	Provide support that strengthens community cohesion and connectedness in ways that cultivate healthy, happy and positive relationships across our district

* Note: It is proposed that four key amenities currently supported from the Annual Operating Fund be managed separately from the new community funding pool. Specifically, **Kiwi North, Creative Northland, Whangarei Quarry Gardens Trust and Whangarei Art Museum.**

The proposal is for these four organisations to retain their Annual Operating Funds under a Special Operating Grants criteria. Currently these groups receive in the region of \$1m annually from the \$1.58m overall community funding pool (63% annually), which excludes concession and loans. See table and chart below:

Current Funds with special operating grants separated out	Value	% of Total Budget
Special Operating Grants	\$ 1,001,225	63%
Other existing Annual Operating and Events grants	\$ 411,685	26%
Performing Arts Fund	\$ 15,000	1%
Community Halls Fund	\$ 60,000	4%
Resident and Ratepayer Fund	\$ 15,000	1%
Community Fund	\$ 75,000	5%
Totals	\$ 1,577,910	100%



It is further proposed that due to the significant amounts of sums invested in these four amenities that Council works more closely with these organisations through the performance reporting mechanism already in place to encourage their sustainability through greater diversification of their income sources.

5.3 Percentage Allocations

The Community Funding Model will distribute funds each year based on a percentage allocation to each of the Funding Priorities that Councillors have determined are appropriate.

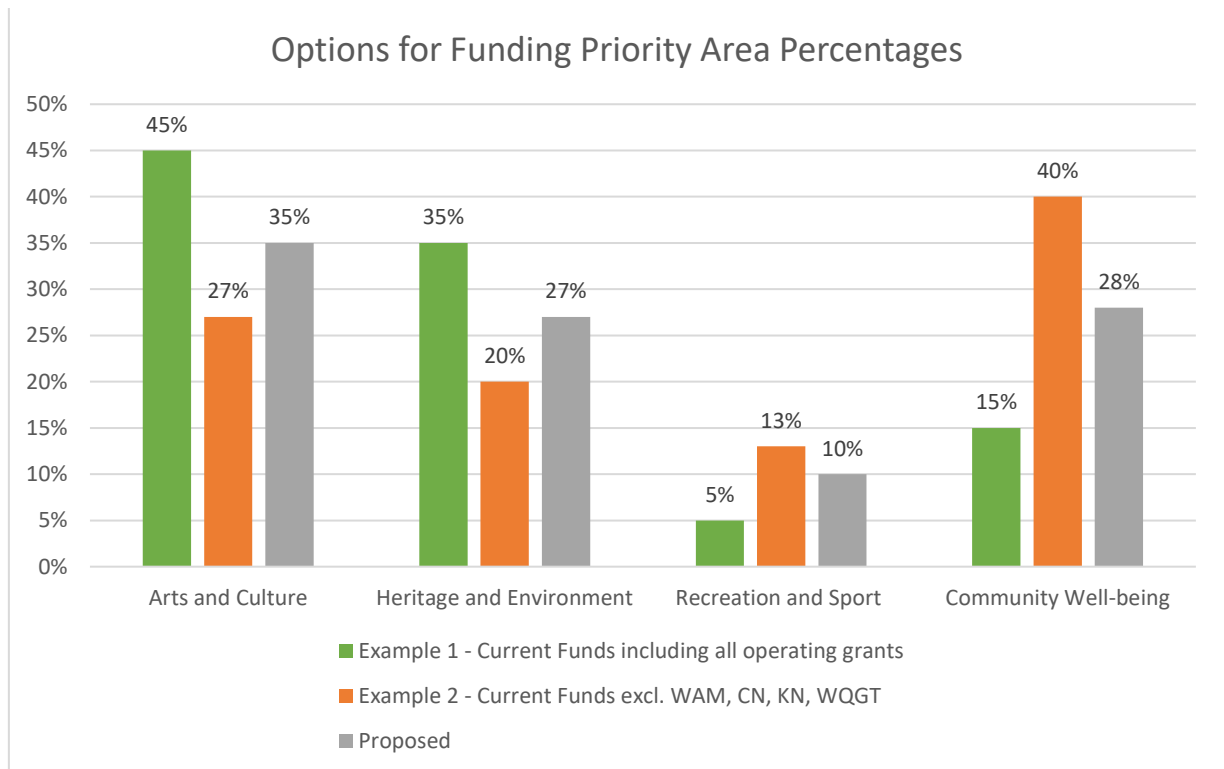
Based on historic data and the nature of funding in past years as indicated by the table above the following percentages are proposed for discussion, variation and adoption by Council. The figures in the table and chart below represent the mid-point between amounts allocated annually with and without the four key amenities funding included. They are a starting point for discussion:

Funding Priorities – percentage options	Arts and Culture[^]	Heritage and Environment	Recreation and Sport *	Community Well-being
Example 1 - Current Funds including all AOF grants	45%	35%	5%	15%
Example 2 - Current Funds excl. WAM, CN, KN, WQGT	27%	20%	13%	40%
Proposed midpoints of the above	35%	27%	10%	28%

* Excludes Parks financial support for Sport Northland, Aquatic Centre and sports fields/facilities.

[^] Excludes Creative Communities Scheme funded by Creative New Zealand.

The implication of reducing current percentage allocations could mean some organisations receiving funds see a reduction or no receive funds or the four amenities see a reduction in the level of funding they receive.



The percentage allocations will be reviewed annually by Councillors and adjustments made in line with progress achieved and to meet the evolving vision of a “Vibrant, attractive and thriving District” and the associated Community Outcomes Council seeks to achieve.

5.4 Proposed Community Funding Process

The proposed new funding model is in line with Council’s intent to *support communities who seek to collectively impact positively upon issues, needs and aspirations identified as important by those communities*. It seeks to make it easier to access support whether financial or in kind.

Monthly funding meetings (except for January) will be held either by the Funding Committee or by the Community Development Committee, depending on financial delegation, with applications from district wide community groups being received and processed on time lines that suit those community organisations best in terms of their own annual planning and budgeting cycles. In exceptional circumstances, some multi-year funding may be considered.

This rolling applications approach will break down barriers created by the existing funding pools and their associated timing windows as applications can be considered in any month in which they are received or if necessary carried forward from one month to the next. For example, if more information is required or an application requires refinement to align more with Council objectives.

Allocation of funds per funding priority will enable the funding committee members to carefully consider all applications in the light of the vision for the district and apportion Council support accordingly. It will of course retain the challenging and unenviable task of deciding where support is given.

The additional funding allocated to community funding from the LTP process will not only enable more groups to be funded, but much greater flexibility and accessibility will be achieved within a clear and easier to understand framework.

Simple to follow guidelines for applicants about the process will be communicated through an annual Community Funding Guide (refer draft attached), and a dedicated communications and transition plan for existing grant recipients (in development).

The Community Funding Guidelines will provide clarity around what can be considered for funding, how funding aligns with Council's Community Outcomes and Vision and how the process will operate. See attachment 3.

The Community Grant Funding A3 Toolkit will assist decision making by providing examples of what activities are likely to be considered for Council support - See Draft Community Grant Funding Toolkit attachment 4.

A simplified single application form and reporting template will be provided so that greater evidence of the potential reach of a project, event or initiative can be considered; and the subsequent actual impact and beneficiaries ascertained. Impact reporting data will assist in evidence-based decision making for future levels of support. See attachments 5 & 6.

5.4.1 Questions that applicants will need to address will be structured, simple and clear, such as

1. How do you know there is a need for your project, programme or service?
2. What difference will your project make?
3. Who and how many people will benefit?
4. What controls and checks do you have in place to manage the funding?
5. How *ready* is your organisation to deliver the project, programme or service?
6. Who will you work with to deliver your project, programme or service?
7. How will you demonstrate value for money and the impact of your work?
8. How does your project, programme or service meet best practice and where relevant is evidence based?

5.5 New mechanisms for Community support

Two new elements are proposed for inclusion within the new Community Funding Model:

Discretionary Funding

These are exceptional one-off small grants (<\$5k per allocation) intended to provide agility and quick response solutions or to address other funding gaps when required. They may be used to support a proven initiative or provide an opportunity for collective action with other funding partners. These grants support activities that meet the overarching vision of creating a vibrant, attractive and thriving district, and contribute to community connectedness. For example, an opportunity may arise to support momentum in a particular community that seeks to foster greater neighbourly connection in a similar way to the "Block Connector" concept practised overseas. Equally, it could be used to support a collaborative endeavour with other Councils or partners around social enterprise development or capacity building for community groups. This fund would enable support to occur with agility not possible under the current system.

It is proposed that these grants are endorsed by the Community Funding Committee and approved by Council staff under the delegated authority of Council.

Participatory Funding

These grants are specifically for Resident and Ratepayer Associations or those entities that are recognised by Council as operating in that capacity.

Local community groups know their local community best; the purpose of this participatory grant mechanism is to enable these local groups of people to formally and actively participate at the community level using these grants to initiate neighbourly connectedness and small scale community projects. The recognised organisation will report on its use of these funds received as part of Council's on-going support to Resident and Ratepayer groups.

Example projects could be a community planting project, a community mural, CCTV cameras, safety and rescue equipment, a neighbourly connection initiative, or other such purpose that the group has identified with its community as beneficial to the local area and that supports community cohesion.

5.6 Community Development Impact - What does success look like?

We currently provide approximately \$1.58m through the 5 funding pools of Annual Operating Fund (\$1.4m), Performing Arts Fund (\$15k), Community Fund (\$75k), Community Halls fund (\$60k) and Resident & Ratepayers fund (\$15k) allocated once annually and at specific times in the year plus concessions of \$456k and loans of between \$500k-\$600K.

The new model will see a comparable \$1.8m available (subject to LTP budget confirmation) for distribution throughout the year (approximately \$55k-60k at each monthly meeting) plus the same concession sums. However, these funds will be open to a more diverse mix of projects, events, programmes and initiatives that the community is seeking to bring to life for the benefit of communities of place, people and interest, district-wide in line with the Community Development Framework's objectives.

In addition, LTP allocations to 'Community-Led Projects'; formerly "Village Planning" which operate outside of the Community Funding Model will also significantly add to Council's ability to work alongside the district's growing and increasingly diverse communities.

Success will be informed both quantitatively through the framework's indicators and measurement and the new impact reporting template data. This will be enhanced qualitatively through storytelling and anecdotal feedback and the sharing of learning so that other groups can develop their own approach. External evaluation through survey tools such as Vital Signs research will support confirmation of progress toward the goal of building stronger, more connected and more resilient local communities.

5.7 Financial/budget considerations

District growth will see an increased demand placed upon infrastructure and Council's core services. It is therefore important that Council's approach to Community funding is as supportive as possible to as diverse a community base as practical, whilst remaining robust, efficient and prudent in terms of allocation of funding. The proposed approach allows for greater opportunity for support to be obtainable to a much wider variety of community organisations without significantly increasing the ratepayer contribution.

If Community Development is implemented effectively the return on the investment required of Council can become significant over time through the enhanced community endeavour that occurs, the financial participation of partner agencies including government, NGO and private sector in funding terms, and through the more intangible benefits of communities becoming more cohesive.

5.8 Policy and planning implications

The current Grants, Concessions and Loans Policy has been reviewed in line with these proposed changes. The proposal creates an opportunity across Council departments to identify any interdependencies that might exist from community groups that are not currently recognised, thus allowing for greater transparency, streamlining and recognition of total Council support to the community. See attachment 7.

Adoption of the Community Development Framework has led to a review of Council's current policy and practice. The development of the proposed new Community Funding Model reinforces the shift in approach from a Community Service to a Community Development approach.

5.9 Risks

Risk	Rationale	Mitigation
Reputational – ceasing of funding for some groups may result in a negative reaction against Council.	<p>Over-reliance on Council funding and historical decisions that need to be reconsidered.</p> <p>The reasons outweigh the risk in terms of the need to address growth in the district, increasing scarcity of resources and fragmentation of effort in certain areas.</p> <p>Establishing priorities for its Community Development investment will enable Council to create more equitable opportunity for communities' district-wide.</p>	<p>Good relationship management, transparency in approach and excellent communication.</p> <p>Transition support for groups that may no longer be funded.</p>
Implementation of any new Community Development approach has a degree of risk as new processes are embedded.	The demographic shift that is already being experienced and the increase in population of the district will result in the emergence of new groups seeking assistance as well as established groups requesting greater levels of support. Similarly, community safety concerns are anticipated to increase for some communities particularly as volunteer levels are not anticipated to rise in parallel to their population growth.	<p>The broader, more open funding model and the funding priority areas proposed will provide fair, transparent opportunities to access funding and more strategy-aligned decision making.</p> <p>Council may need to consider alternative forms of engagement including a mix of a volunteer and paid workforce in certain areas.</p>

6 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy since grant funding is essentially being enhanced in response to community feedback. The public will be informed through a communication plan, Community Development Committee agenda publication as well as Council news and Social Media.

7 Attachments

- 1) Review of Grants Workshop – Workshop Notes
- 2) Historic levels of funding – How it Might Look
- 3) Draft 2018-19 Community Funding Guidelines
- 4) Draft Community Grant Funding A3 Toolkit
- 5) Draft Community Funding application form
- 6) Draft Community Funding impact report form
- 7) Draft Grants, Concessions and Loans Policy

Funding Strategy Workshop – Notes

7 December 2017

Task 1 – How do we see, feel, hear these funds are currently working?

	See	Hear	Feel
Positive	<ul style="list-style-type: none"> • Enabling • The effects are visible • Groups are grateful 	<ul style="list-style-type: none"> • Well thought of • Good communication • Appreciation of small grants – a little goes a long way • Understand funding limitations • Fairness geographically 	<ul style="list-style-type: none"> • Consistency and surety makes a difference to an organization • Clear communication on funding rounds, service from staff is appreciated
Negative	<ul style="list-style-type: none"> • Non-alignment and inflexible • Rationale for historical allocations (AOF) – no strategic alignment • Little ability to support new groups, seed funding • Hard to measure/demonstrate impact 	<ul style="list-style-type: none"> • Limited equality amongst <i>types</i> of recipients • It can be an obstacle if not already funded • Hard to access • Funding rounds not flexible • Slow turn-around time • Awareness still lacking • Made to jump through hoops 	<ul style="list-style-type: none"> • Lack of flexibility • “Charity” not partnership • Alignment of mechanisms vs where we want to go • Not creative enough • “Leg up, not hand out”
Neutral	<ul style="list-style-type: none"> • The capability of organisations makes a difference to success or failure • Rules around who we fund (legal entities) – is it still appropriate? 	<ul style="list-style-type: none"> • An organisation’s abilities/resources can help or hinder fairness 	<ul style="list-style-type: none"> • Need good structure for clarity • Need to build capacity • Relationship between core infrastructure and grants needs to be considered

Task 2 – What could we do to make it easier and more effective?

Core	Adjacent	Transformational
<ul style="list-style-type: none"> • Leverage more • Enable communities to help themselves • Do more with Council loans • Grow Creative Communities Scheme • Increase grant pool by growth and LGCI • Improve clarity of funding parameters e.g. events • No funding for courses • No need to diversify – what we do now is fine • Create less reliance on council funding – build capacity, holistic support to become sustainable • Be more careful with what we fund • No more handouts 	<ul style="list-style-type: none"> • More match funding with other funders, community • Improve funding communication regionally (e.g. forum) • Alignment with other funders • Small grants for community led projects • Provide more structure and make it easy to follow • Seed funding • Bring existing groups together • Creative Communities – expand the model 	<ul style="list-style-type: none"> • “Pay it forward” – surplus goes back into pot • Pool funds/resources e.g. have a place that the community can add funds to and make accessible to the community • Encourage “angel” investors to co-invest • Be strategic – develop strategy and criteria e.g. national/regional/local events, set funding levels • Change the model • Clear slate • Region-wide funders forum • Develop co-funding models • Have frequent funding rounds • Delegate decisions to staff • Accountability reports to Council • More for salary funding • Short form videos teaching how to fill out forms • Discretionary fund (filed under Core) • Be more agile for fast response, open window

Task 3 – Appetite for risk

Person	Risk level	Comments
A	9	Happy to trial social investment on a small scale Small discretionary fund PLUS handling all Community Halls funding and R&R grants Would like to see us give 3-year subsidy funding e.g. \$30k x 3 years for salary subsidy
B	5	Possibly discretionary funding depending on criteria
C	5	Keep it as is
D	5-8	Yes to collective funding pools, but unsure about discretionary fund and delegated authority
E	?	Would like an 80/20 model where 20% is from 6-10. Would appreciate hearing from Cindy if she would love the opportunity for some discretionary funding for herself – based on her experience.
F	5	If pooling funds from different locations then no issues, however when dealing with ratepayers' money we must be very careful.
G	5	
H	?	Happy to pilot small examples of some/all of the models at the higher end of risk. Need to trial to assess the success or otherwise of new models/ways of achieving the outcomes we are seeking (community engagement/ownership)
I	7+	Definite yes on discretionary funding and delegated authority Not sure about collective funding, would consider participatory grants, and need to know more about social enterprise investment
MISSING ONE		

General comments

Overarching areas and open model welcomed – yes let's do this. Need a good system.

Delegated authority – not so much

Let the experts deliver for us, e.g. heritage trail

Loop walkway breaks model of 80/20, hard/soft

Ability for applicants to resubmit

Community Funding Application Form

Application summary

Organisation name	
Amount requested	\$
Project name	

Section 1: Applicant Details

Tell us about your organization/group

Group's postal address		
Postcode		
Group's bank account name:		
Group's bank account number:		
Group's GST number		
Describe your group's purpose (e.g. "to provide mobility aids for the disabled in Northland")		
Who are your group's main contact(s) for this funding application?		
Primary contact's name		
Position in group		
Email		
Daytime phone number(s)		
Second contact's name		
Position in group		
Email		
Daytime phone number(s)		

Section 2: Eligibility

Have you received funding from Whangarei District Council in the last three years?

☐ No

☐ Yes – if yes, ensure you have completed your grant reports and have met your grant obligations.

Does your group have a legal status?

☐ Yes – please provide:

- Your incorporated society or charitable trust registration number:
- A copy of your latest statement of financial performance
- Evidence of your bank account details.

☐ No* – you will need to either:

- Gain legal status (see <http://www.societies.govt.nz/cms/customer-support/faqs>), or
- Apply under the umbrella of a group that does (refer below).

*Umbrella Group Guarantee

Applicants that are not a registered charitable trust or incorporated society must apply under an umbrella group that is.

An umbrella group knows the applicant well and is willing to vouch for them and their project, and are prepared to accept legal liability and responsibility.

Grants are paid to the umbrella group for disbursement to the applicant in accordance with the grant agreement.

If the grant conditions are not met, Council may request the grant monies to be returned and/or may place restrictions on granting funds to the applicant and the umbrella organisation in future.

The following section is to be completed by a member of the umbrella group's management team.

Umbrella group name	
Society or trust number:	
Contact person	
Email	
Daytime phone number(s)	
GST number (or n/a)	


I confirm that our organisation is willing to guarantee and receive any monies granted to:

Applicant organisation:

Project name:

Signature

Date

 **Attach** evidence of umbrella group's bank account details and a copy of your latest statement of financial performance.

Section 3: The Project

Tell us what you want to do – Who, What, When, Where, Why, How

Describe your project in terms of the following:

Name of project	
Amount requested	\$
When will this take place?	
Where will this take place?	
Who and how many people will benefit?	

Ethnicities of likely beneficiaries of this project – *tick as appropriate and include a percentage estimate for each that you think will benefit from this project:*

<input type="checkbox"/> NZ European	Estimate %:
<input type="checkbox"/> Maori	Estimate %:
<input type="checkbox"/> Pacific Peoples	Estimate %:
<input type="checkbox"/> Other European	Estimate %:
<input type="checkbox"/> Asian	Estimate %:
<input type="checkbox"/> Middle Eastern/Latin American/African	Estimate %:
<input type="checkbox"/> Other ethnicity	<i>Please specify:</i> _____ Estimate %:

Funding criteria

Which of the following four criteria are you applying under? If your project meets more than one criteria, choose the one that is the project's main focus.

- ☐ **Arts and Culture** – Projects and activities that facilitate education and enjoyment of the arts and of culture for the people of our District.
- ☐ **Heritage and Environment** – Projects and activities that preserve and promote the heritage of our District and that protect and enhance the environment in which we live.
- ☐ **Recreation and Sport** – Projects and activities that enable participation and engagement in recreation and sport for people in our district of all abilities, ages and life stages.
- ☐ **Community Connectedness and Wellbeing** – Projects and activities that strengthen community cohesion and connectedness in ways that cultivate healthy, happy and positive relationships across our District.

Tell us about your request in the following questions. Be succinct and clear.

The Idea – Briefly explain what it is that you want to do:

The Need – How do you know there is a need for your project, programme or service?

The Impact – What difference will your project make?

Your Readiness – What controls and checks do you have in place to manage the funding?

Your Readiness – How ready is your organisation to deliver the project, programme or service?

Collaboration – Who will you work with to deliver your project, programme or service?
Your Approach – How will you demonstrate value for money and the impact of your work?
Your Approach – How does your project, programme or service meet best practice and is it evidence based?

Section 4: Project Budget

Provide a full list of your project income, fundraising and expenses. If your budget is detailed, provide a summary below and attach your budget separately.

Are you registered for GST?	<input type="checkbox"/>	No – your budget figures must <u>include</u> GST where applicable
	<input type="checkbox"/>	Yes – your budget figures must <u>exclude</u> GST where applicable
GST number		
Project income e.g. ticket sales 50 x \$10 = \$500.	Amount	
	\$	
	\$	
	\$	
	\$	
Total of other grants and donations	\$	
Own contribution / fundraising	\$	
(A) Total income expected		\$
In-kind support – please list e.g. volunteer numbers, estimated hours work, plus any donated materials, equipment		
Volunteer Numbers:	Estimated Hours Work:	
Total project costs Include <u>all</u> your project costs. e.g. materials, venue hire, promotion, equipment hire, personnel costs. If you have quotes, please attach them. You may be requested to provide quotes as evidence of some costs.		
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
(B) Total expenses expected		\$
(C) Income less expenses		\$

Section 6: Declaration

I declare that the information supplied here is correct. If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within one month of being advised of the grant for the event
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by the Community Funding Committee
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

I will submit an Impact Report within two months of the completion of the project to Whangarei District Council attaching copies of all invoices and/or receipts accounting for the full amount of the grant. We understand that failure to do so will affect future funding applications

I consent to the Whangarei District Council recording the personal contact details provided in this application, retaining and using this information to send me relevant Council information.

I undertake that I have obtained the consent of the group/organisation to provide these details.

I understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

I am aware that I have the right to have access to this information held by Council.

This consent is given under the Privacy Act 1993.

Name	
Signature *	
Position in Group	
Date	

* We prefer to receive applications by email (send to mailroom@wdc.govt.nz, attention Community Funding). To include your signature, print and sign this page then attach a scan or photo of it to your application email. Alternatively, you can post or deliver the printed form to us or pop in to sign it.

Final check – make sure you have:

- ☐ Completed all sections and signed the declaration
- ☐ Checked that the budget balances and have accounted for GST
- ☐ Attached quotes
- ☐ Attached your group's (or the umbrella group's) bank account details e.g. Bank Deposit Slip
- ☐ Attached your group's (and the umbrella group's) most recent set of financial accounts
- ☐ Kept a copy of this application for your records.

Community Funding

Feedback Form

To assist us in ensuring that your experience when obtaining information about and applying to Whangarei District Council's community funding is simple and successful, we would appreciate your feedback by answering the following questions:

1. How did you find out about Council's community funding?

☐ Whangarei Leader

☐ Council staff

☐ Previously applied

☐ Council's website

☐ Community noticeboard / newsletter

☐ Other (*please specify*)

2. Have you visited the Funding and Grants page on Council's website?

☐ Yes

☐ No

If Yes, how user friendly was it?

Poor 1 2 3 4 5 Great

☐ ☐ ☐ ☐ ☐ ☐

What could we change or do better?

3. Did you find this application form easy to understand and complete?

☐ Yes

☐ No

What could we change or do better?

Thank you!

Community Funding Impact Report Form

Complete this at the end of your project and within one year of receiving the grant and return to mailroom@wdc.govt.nz attention Community Funding.

Name of applicant	
Project name	
Contact name	
Address	
Phone number(s)	
Email address	
Date(s) of project	
Location of project	

How much was the grant you received from us?	\$
Which Funding Round was this from and in what year?	
What was your total project income?	\$
What was your total project expenditure?	\$

Attach a breakdown of your project's income and expenditure	<input type="checkbox"/>
Attach copies of receipts	<input type="checkbox"/>
Attach photos (5 max) <i>If you have any photos of the event/project, we'd love to see them. You can attach photocopies to this report or email them to us with a description.</i> <i>Do not send originals or USB flash drives.</i>	<input type="checkbox"/>

Tell us how your project, programme or service went with the following questions.

Did the project meet expectations (of organisers, participants, audience)?

What difference did your project make?

What worked well?

What didn't work so well?

Which of the following areas would you strengthen if undertaking this work again, and why?

- ☐ Leadership:
- ☐ Communications:
- ☐ Capacity building (skill development):
- ☐ Fundraising:
- ☐ Financial management:
- ☐ Planning and organisation:
- ☐ Equipment
- ☐ Resources:
- ☐ Facilities:
- ☐ Other:

Who and how many people were involved? How did they benefit?

Volunteer Numbers: Hours worked:

Who did you work with to deliver your project, programme or service?
Demonstrate the impact of your project, programme or service and the value for money for Whangarei's ratepayers.

What have you learnt through the work and what would you do differently if you did this again?

Any other comments?

This report was completed by:

Name

Signature

Position in group

Date

Thank you for contributing to your community and helping Whangarei to be a great place to live, work and play.

6.8 Request for Private Development Contributions Agreement by Mr Fred Morgan

Meeting: Council

Date of meeting: 31 May 2018

Reporting officer: Sue Hodge (Manager: Parks & Recreation) and Lynne Dahl (Development Contributions Co-ordinator)

1 Purpose

This item seeks a decision on a request by Fred Morgan (the applicant) to enter into a Private Development Agreement. The applicant seeks to offset the payment of all development contributions for 54 lots by vesting an esplanade reserve with Council.

2 Recommendation/s

1. That the Council declines the offer to enter into a Private Development Agreement with Mr Morgan to offset \$1,200,000 of development contributions against the vesting of a 20m esplanade reserve on the western side of the Hatea River for the following reasons:
 - a. Only a small component of the development contributions payable is for parks or parks development;
 - b. The District Plan esplanade reserve designation has lapsed and is not being reinstated;
 - c. Development of a walkway/cycleway is a long-term project and not funded in the draft 2018-2028 Long Term Plan.
 - d. Should a further subdivision of the balance lot be approved Council will acquire the esplanade at no cost.
2. That Mr Morgan be advised of the reasons stated in Recommendation 1(a)-(d) above in accordance with the requirements of the Local Government Act 2002.

3 Background

Consent was granted on 14/12/2017 to Mr Fred Morgan for subdivision of the land at 2 Boundary Road Tikipunga into 32 residential lots leaving a balance lot of approximately 4.87 hectares along the Hatea River boundary of the property. The balance lot is above the 4.0ha threshold requiring the setting aside of an esplanade reserve without compensation.

Development contributions of \$732,712.00 plus GST have been assessed on the 33-lot subdivision (SD1700132) made up of the following activities:

Activity	HUEs	Costs	Total
Roading - Whangarei City	32.00	\$ 6,080	\$ 194,560.00
Library - Whangarei City	32.00	\$ 571	\$ 18,272.00
Parks & Reserve Land - District Wide	32.00	\$ 1,680	\$ 53,760.00
Parks Development - Urban	32.00	\$ 1,566	\$ 50,112.00
Wastewater - Whangarei	32.00	\$ 7,188	\$ 230,016.00
Water - Whangarei	32.00	\$ 5,531	\$ 176,992.00
Total (GST excl.)			\$ 723,712.00
GST (15%)			\$ 108,556.80
Total (GST incl.)			\$ 832,268.80

It is understood that the balance lot is capable of subdivision into another 22 lots and development contributions would be:

Activity	HUEs	Costs	Total
Roading - Whangarei City	21.00	\$ 6,080	\$ 127,680.00
Library - Whangarei City	21.00	\$ 571	\$ 11,991.00
Parks & Reserve Land - District Wide	21.00	\$ 1,680	\$ 35,280.00
Parks Development - Urban	21.00	\$ 1,566	\$ 32,886.00
Wastewater - Whangarei	21.00	\$ 7,188	\$ 150,948.00
Water - Whangarei	21.00	\$ 5,531	\$ 116,151.00
Total (GST excl.)			\$ 474,936.00
GST (15%)			\$ 71,240.40
Total (GST incl.)			\$ 546,176.40

The total development contributions would be approximately \$1.2 million plus GST, with only \$172,038 relating to reserves activities under the 2015 Development Contributions Policy.

Mr Morgan is seeking a Private Development Agreement (PDA) with Council to off-set all development contributions both current and future estimated to be \$1.2 million in exchange for a 20m wide esplanade reserve approximately 1ha in size.

S.207A requires Council to consider the request without undue delay and allows Council to accept, accept in part or decline the request. Council must provide written notice to the developer including reasons for the decision.

Council staff made an assessment and advised Mr Morgan that the recommendation by staff would be to decline the offer. Mr Morgan was offered the opportunity to provide additional information. Mr Morgan requested that the offer be put to Council as originally submitted. The request is therefore being put to Council to consider.

4 Discussion

Council had signalled, through a designation in the District Plan, that it would like to acquire an esplanade reserve along this stretch of the Hatea River to achieve continuous public access along the western bank. This designation has lapsed and there is no plan to reinstate it due to the lack of priority and funding for acquisition of this land within the next 5 years and the potential for acquisition of an esplanade reserve via future subdivision.

There is also a proposal in Council's Walking and Cycling Strategy to develop a cycleway from the City to Springs Flat along the Hatea River (western side). However, this is a long-term project and no funding is set aside in the draft 2018-2028 Long Term Plan.

The Resource Management Act 1991 states that where any allotment of less than 4 hectares is created when land is subdivided, an esplanade reserve 20 metres in width shall be set aside from that allotment along the bank of any river and further that no compensation shall be payable.

In terms of Mr Morgan's request three options were considered:

Option 1 Purchase land outright

Advantages:

This would mean the land is available now for any cycleway/walkway project.

Disadvantages:

Not a current priority

No funding available either for purchase or development in the draft 2018-2028 LTP

Diverts funding from other priorities

Council would purchase land that may vest at no cost through a future subdivision

Option 2 Acquire the land through a Private Development Agreement

Advantages:

This would mean the land is available now for any cycleway/walkway project.

Disadvantages:

No funding available either for purchase or development

Only \$172,038 of development contributions charged can be used to offset the reserve

purchase and \$1,027,962 of other funding would be needed to offset the full development contributions payable by the applicant.

Potential to acquire the land at no cost through future subdivision.

Option 3 Do nothing

Advantages:

Possible to acquire the land through any future subdivision of balance 4.87ha allotment (any lot under 4 hectares would be required to provide a 20m wide esplanade reserve under the District Plan rules).

No expenditure required

Disadvantages:

Uncertain timeframes, no application has been lodged for further subdivision.

The land may not ever be acquired using this process unless a future subdivision takes place.

Based on this assessment it is recommended Council does not enter into a PDA and waits to acquire the esplanade reserve through any future subdivision at no cost.

4.1 Financial/budget considerations

Development Contributions have been estimated at \$1.2m for the existing and proposed subdivisions. Only a small portion can be offset against any reserve purchase.

No specific funding is provided in the draft 2018-2028 LTP for purchasing of esplanade reserves.

4.2 Policy and Planning Implications

The Development Contributions policy states:

Esplanade reserves for the purpose set out in section 229(a) of the Resource Management Act 1991 and drainage reserves are not considered by Council to be within the ambit of Reserves for development contributions. Esplanade reserves for this purpose and drainage reserves will continue to be dealt with under the RMA, as they are at present and will not be discounted against development contributions for Reserves in any way.

The decision to pay for an 'Esplanade Reserve' would be inconsistent with the Development Contributions Policy. However, the provisions of S207A of the LGA 2002 for development agreements would enable this without changing the Policy.

The land that is offered was subject to a designation for 'Proposed Esplanade Reserve' which has now lapsed. It is not proposed to reinstate this designation as Council must give effect to designations within a 5-year period and no funding has been allocated in the draft LTP for esplanade purchases. There is an alternative mechanism to acquire this land through conditions on any future subdivision.

4.3 Risks

The risk of this decision is that development occurs on this land without a subdivision and Council does not achieve public access along the western bank of the Hatea River. Although any development will need to be set back 27m from the river bank.

Although a Notice of Requirement to create a new designation land can be pursued in the future if funding has become available and there is a desire to pursue acquisition.

5 Significance and engagement

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

6.9 Strategic Brand Recommendation

Meeting: Whangarei District Council
Date of meeting: 31 May
Reporting officer: Tim Conn (Communications Manager)

1 Purpose

To present the key outcomes from the Brand Elevation project and incorporate them in the updated Communications Strategy, which will be presented to Council in June.

2 Recommendations

1. That recommendations arising from the Brand Elevation project, including changes to the branding of Whangarei District Council are incorporated into the draft Communications Strategy.
2. That the draft Communications Strategy is returned to Council for consideration within two months.

3 Background

In 2017 Council requested work be undertaken to develop a formal communications strategy and to review our branding.

The 'Brand Elevation Project' was initiated, with Big Fish Creative contracted to provide specialist expertise and to leverage their knowledge of the 'Love it Here' campaign that they were engaged to develop. The project scope, as reported to Council in a workshop on 23 November 2017, was to investigate:

- Rationalising the current stable of brands
- Establish cohesive brand architecture and future development roadmap - including definition of primary vs secondary brands
- Retain and leverage collective value of existing brand family
- Create an authentic identity with key brand messages and communicate them effectively
- Drive 'brand preference' for primary and secondary council brands.

Initial investigations by staff had identified a number of weaknesses with our overall approach to our branding.

- There is no obvious 'parent' brand
- There is no defined and functional brand architecture to guide the creation, development and usage of sub-brands
- There are more than 40 council sub-brands in current usage; most of which have no visible connection to the parent brand

- As a result there is considerable inconsistency in the way branding is executed.
- Whether by accident or design, the parent WDC brand is more commonly associated with the legislative and regulatory functions we perform, while sub-brands have been created to position more positive aspects of our operations
- As a result of these issues we are losing opportunities to build positive affinity with WDC overall, leverage positive experiences and demonstrate the full extent of facilities and services our ratepayers fund

After discussion of these issues at the workshop, direction was given that the project should:

- focus on the Council brand, rather than Whangarei District as a whole
- talk to the people of our District' to quantify the brand disconnect
- integrate the approach with visionary documents e.g. the Whangarei City Centre Plan
- align the way we speak and interact with our customers with our values?
- consider whether a name change (for branding purposes) was appropriate

4 Discussion

Since this date staff have reported back to Elected Members (EM's) on several occasions through briefings and workshops. Proposed changes to the Whangarei District Council (WDC) brand and associated sub-brands have evolved based on feedback received from EM's and various stakeholders, including a sample of community members, hapu representatives, and Te Karearea.

Key findings from this engagement are:

- There is a strong desire for Council to utilise digital media to engage public
- Everyone loves our events but two thirds of people could not recall a positive Council brand experience
- Over 70% of people surveyed said that the thing they loved most about the District is the outdoors and beach lifestyle
- Doing 'the good' is three times more important to the public than Council performing its legislative and legal functions
- Almost half the people surveyed feel out of touch with Council
- Two thirds of the people couldn't recall what the Council was responsible for and just over half believe Council spends well.
- We should connect the city and the communities together and nurture the community to have a sense of ownership
- We should create an emotional connection for people, and develop a relationship to ensure there is buy-in to the brand and organisation
- We should connect the people and move the relationship towards a more and more meaningful partnership.

After summarising project findings at the April 2018 Council Briefing possible solutions were outlined via a proposed brand strategy. This included:

- introducing a cohesive and aligned brand architecture that clearly identifies the connection of all sub-brands to Council

- using consistent fonts, colour palettes and other design elements to present a unified brand family
- developing a new 'logo' that was representative of Whangarei District
- adding a Māori translation
- developing brand values that would be used in all communications to reinforce key messages
- removing the word 'council' from our logo.

The removal of 'council' from the logo allows a more streamlined design to be developed that is much simpler to incorporate across the wide variety of 'touchpoints' we use, including signage, brochures, forms and letterhead. It will not affect the 'official name' of Council; rather it removes a word from the logo that is self-evident and not needed for our residents, ratepayers or visitors to associate with the organisation.

Many other organisations have taken a similar approach e.g.

- ASB dropped 'Bank' from their logo several years ago
- Vodafone New Zealand Limited simply use 'Vodafone' and don't add 'Telecommunications' or something similar
- Tauranga City have removed 'council' from their logo.

4.1 Financial/budget considerations

A total budget of \$171,000 from existing communication operational budgets was allocated to the project. So far this financial year \$79,000 has been spent or committed on the strategic review.

The remaining \$92,000 is expected to be spread over the coming two years and is in line with usual expenditure on brand maintenance.

It is not intended to take a 'big bang' approach to rebranding all collateral (should the recommendations be approved). Instead, the new brand treatment will be rolled out in existing functional budgets across Council as the natural replacement of existing collateral (vehicles, signage, stationary etc.) is required.

4.2 Risks

The main risks associated with changes to any organisation's branding are related to reputation and the perceived value of any work in this space. While some people recognise that brands should evolve over time and recognise their intangible value, others regard any expenditure in this space as low priority because the brand is 'fine as it is'. Both perspectives are evident in community feedback received to date.

Some of the negative perspectives may be alleviated once the proposed artwork is released.

4.3 Next steps

Creation of a new logo has involved extensive consultation with hapu representatives who now have a strong emotional and cultural connection to the proposed artwork. To ensure this is honoured through appropriate cultural practices, there will be a Tuku ceremony to officially gift any final artwork associated with the brand.

Development of a draft Communications Strategy has been progresses in in parallel with the Brand Elevation project, and will provide the execution blueprint for future brand execution.

This draft strategy will be presented to a Council Workshop for consideration and feedback before being presented to Council for adoption within the next two months. Decisions arising from this agenda item will be incorporated into the draft strategy.

5 Recommendations

Our recommended next steps are to roll-out the strategic recommendations via

- An official gifting ceremony of the eventual logo theme and design by hapu
- Completing the draft Communications Strategy for consideration by Council
- Creating a Brand Book that outlines the Brand Story; Values and Positioning Brand Architecture; Font and Colours; Stationery Set; Key Templates; Example signs – enforcement vs interpretive / visual (i.e. parks, walkways); Basic staff greetings; and Tone of Voice in written communications (aligned to the Communications Strategy 2018-2021)
- Introduce the new branding through a small number of low- cost initiatives that have a high ‘footprint’
 - Branding new Council vehicles (approximately six to be bought next year) with the new logo, with others rebranded as/when they would normally require a re-skin
 - Using WDC’s stationary set and key templates, including business cards; a signature file; letterhead; compliments slip; envelopes; and ID cards. Many of these are printed on a ‘just in time’ basis or are created electronically, with costs already included in operating budgets
 - Creating a short video that will be used as an induction and recruitment tool. over time it can also be used as a promotional tool to build public affinity with the new brand.

6 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council’s Significance and Engagement Policy, and the public will be informed via regular communications channels including agenda publication on the website and notification in Council News.

7 Attachments

Brand Elevation Project Report.

Strategic Direction Recommendation



Whangārei District Council
Brand Elevation Project 2017/18

Background

The Whangārei District is growing and thriving.

It has become an attractive place to live and do business. Council has recognised this as an opportune time to mobilise, and leverage this new sense of positivity to improve the brand image of Council as well as the District as a whole.

Project Objectives

The overarching objective of the project is to nurture ratepayer affinity with the Whangārei District Council.

Specific Project Objectives:

- Rationalise the current stable of brands
 - Establish cohesive brand architecture roadmap
 - Retain and leverage collective value of existing brand family
 - Create an authentic identity with key brand messages and communicate them effectively
 - Drive brand preference for primary, secondary and Whangārei District Council brands
-

Stakeholder Engagement to date

- | | |
|------------------------------------------------------------------------------|------------------------------------------|
| • Street video vox pops (4 November) | • WorkshopKey Stakeholders (7 November) |
| • Workshop EMs (6 December) | • Public survey (Jan/Feb) |
| • All staff presentation (2 February) | • Ongoing communication with Tohunga |
| • Council workshop (28 March) | • Council briefing (public, 12 April) |
| • Coverage by Advocate and Leader | • Presentation to Te Karearea (18 April) |
| • Publicity generated by Council staff (via Council News, Facebook, Website) | • All Staff presentation (22 May) |

Key Findings

Elected Members

You insightfully asked ‘Is this about Council or the District?’.

You asked us to ‘talk to the people of our District’ to quantify the brand disconnect or the problem.

You asked us to look at the visionary documents. eg: the Whangārei City Centre Plan.

You asked us to align how we speak and interact with our customers with our values.

You also suggested or challenged us on a name change.

Whether an employee, or a sworn Councillor, we all exist to serve the **‘Whangārei District’**.

‘We’re here to serve the District and to make Whangārei District even better’.

The People

There is a strong desire for Council to utilise digital media to engage public.

Everyone loves our events but two thirds of people could not recall a positive Council brand experience.

Over 70% of people surveyed said that the thing they loved most about the District is the outdoors and beach lifestyle.

Doing ‘the good’ is three times more important to the public than Council performing its legislative and legal functions.

Almost half the people surveyed feel out of touch with Council.

Two thirds of the people couldn’t recall what the Council was responsible for.

Just over half the people believe Council spend well.

Mana Whenua / Tohunga

We need to connect the city and the communities together and nurture the community to have a sense of ownership.

We need to create an emotional connection for people, and develop a relationship to ensure there is buy-in to the brand and organisation.

We need to connect the people and move the relationship towards a more and more meaningful partnership.

Project Findings

We have brand reputation.

It's a mixed bag and always will be, but we're still carrying some perception baggage from the past. The negative brand reputation is relatively retrospective.

We're gaining street cred.

Our natural beauty is being enjoyed more. We are no longer a hidden gem, we are growing, and people are happily relocating here.

We are maturing.

Our markets bustle. We walk our tracks and loop for leisure. International teams and great bands play here. We have diversity in dining, and you can find good coffee on all corners and we can safely ride to work.

Proposed Brand Strategy

Proposed Brand Name:

We can elevate the brand most effectively by leaving the perception baggage of the word 'Council' behind. It is mainly associated with 'the necessary' or legislative functions of Council.

Our market research has revealed successful case studies of other Councils doing this successfully: City of Melbourne, City of Gold Coast, Tauranga City.

Proposed Written Brand:

Whangārei District - The font is executed in title case. Eg: Whangārei District with a macron over the second 'a'.

We can still refer to ourselves in writing as Whangārei District Council - as and when required. Eg: Whangārei District Council Chief Executive Rob Forlong said the new initiative was..."

There is provision within the architecture for internal 'teams' to identify themselves to customers without needing an individual brand eg: They will always support the 'Whangārei District' brand. Eg: "Kia ora, thank you for contacting Whangārei District Customer Services Team - How can I help you?"

Proposed Brand Device:

We brand the beauty that everyone loves, aligning to the origins of our place and our reason for being. We develop a modern, inclusive brand that tells our story.

The recommended visual theme for this device is Reipae and Reitu: Twin sisters from the Waikato whose lives intertwined with the story of Whangārei.

Given Reipae and Reitu is a story we cannot own, it has been suggested by Tohuna the new brand (when finalised) be gifted to the residents of Whangārei in a Tuku Ceremony.

Proposed Maori translation:

Whangārei Takiwha.

Proposed Brand Strategy

Proposed Voice:

We integrate the new 'Whangārei District' brand with a communications strategy that positively changes the way we deliver our communication.

We give our District a voice and carry on our good work, accentuating the positive aspects of what Council already does, what it provides and has plans in place for - but from the perspective of the District. This not only includes the members of the District in the brand - over time it will add to the sense of inclusive pride that Love it Here has created.

Proposed Colour Palette and Font:

A diverse and vibrant colour palette which takes inspiration from our coast, bush and rural landscape.

Proposed Brand Values:

If the Whangārei District was human, we'd certainly have some quirks. But we would also be measured by our values which are woven into our brand.

A brand is more than a logo, it is our personality and what we stand for, how we speak, respond to emails and greet our customers. Our brand speaks to the hearts and minds of our community and the custodians of this place.

We are real - a warm and welcoming bunch of characters who put people first.

We value lifestyle - yet we have a 'can do' attitude.

We are connected - we are connected by community, coastline, farmland and bush.

We are respectful - we are respectful of our environment and love this place.

We are proud - to strive and thrive here and support things moving ahead.

We are ambitious - but prefer to let our actions talk for us.

Proposed Brand Architecture:

The wording 'Whangārei District' is added to the many (40+) sub-brands to deliver a clear association and develop affinity over time.

There is only one sub-brand of Council - for Governance - Whangārei District Councillors.

The new Forum North branding is adopted.

'Here to Where' branding is tweaked to be more forward looking than 'retro'.

Venues and Events brand is no longer continued to be used.

Proposed Brand Architecture

MASTER BRAND

New brand device

WHANGAREI DISTRICT

Whangārei Takiwaha

GOVERNANCE

WHANGAREI DISTRICT Councillors

Whangārei District Council

OWNED AND ENDORSED BRANDS

District Promotions

WHANGAREI DISTRICT
LOVE IT HERE!

WHANGAREI TAKIWA
AROHATIA!

WHANGAREI DISTRICT
WHAT'S IT WORTH?

WHANGAREI DISTRICT
SITE

THE HUB
WHANGAREI DISTRICT

Events

fritter
WHANGAREI DISTRICT
FOOD, DRINK, MUSIC, ARTS & CRAFTS

WHANGAREI DISTRICT
ENDLESS SUMMER FESTIVAL

WHANGAREI DISTRICT
Christmas festival

Matariki Festival
WHANGAREI DISTRICT

Matariki Whanau Festival
WHANGAREI DISTRICT

WHANGAREI DISTRICT
FESTIVAL OF MOTORSPORT
15-30 APRIL 2017

Community Groups

CITY SAFE
WHANGAREI DISTRICT

WHANGAREI DISTRICT
creative COMMUNITIES

WHANGAREI DISTRICT
community funding

HIDE LOCK REPORT
IT GET IT PAID
SUPPORT GROUP BEHAVIOUR CHANGE IN PROGRESS

WHANGAREI DISTRICT
YOUTH ADVISORY GROUP

WHANGAREI DISTRICT
POSITIVE AGEING ADVISORY GROUP

WHANGAREI DISTRICT
DAG DISABILITY ADVISORY GROUP

Community Assets

Owned
WHANGAREI DISTRICT
LIBRARIES
WHANGAREI DISTRICT LIBRARY

BOTANICA
WHANGAREI DISTRICT

CLAPHAM'S
NATIONAL CLOCK MUSEUM
WHANGAREI DISTRICT

FORUM NORTH
WHANGAREI DISTRICT

Re:Sort
WHANGAREI DISTRICT

Community Engagement

New brand device
HERE TO WHERE?
WHANGAREI DISTRICT

WHANGAREI DISTRICT
MOMENTUM

WHANGAREI DISTRICT
YOUTH AWARDS

Internal Brands

BE SAFE
HOME SAFE
WHANGAREI DISTRICT

WHANGAREI DISTRICT
TRILOGY
Transforming the way we work

KETE
WHANGAREI DISTRICT

WHANGAREI DISTRICT
SOCIAL CLUB
SINCE 2016

Co-Branded Contractors

WHANGAREI DISTRICT
CONTRACTORS

WHANGAREI DISTRICT
CONTRACTORS

WHANGAREI DISTRICT
CONTRACTORS

WHANGAREI DISTRICT
CONTRACTORS

WHANGAREI DISTRICT
CONTRACTORS

WHANGAREI DISTRICT
CONTRACTORS

WHANGAREI DISTRICT
CONTRACTORS

WHANGAREI DISTRICT
CONTRACTORS

NORTHLAND TRANSPORTATION ALLIANCE

7.1 Correction to Council decision – Annual Operating Fund

Meeting: Council
Date of meeting: 31 May 2018
Reporting officer: C Brindle (Senior Democracy Adviser)

1 Purpose

To correct a decision of council.

2 Recommendation/s

That Council note the decision made on 26 April 2018, to increase funding to the Jack Morgan Museum Inc and Whangarei District Brass Band Inc; is not valid.

3 Background

The Community Funding Committee approves grants to the value of \$15,000 or less. Grants over \$15,000 are referred to council for decision making.

At the 26 April Council meeting council considered the recommendations from the Community Funding Committee on the allocation of grants from the 2018-19 Annual Operating Fund.

Council resolved to approve the recommended funding allocations as well as an increase in funding to the Jack Morgan Museum Inc (\$5,060), Whangarei District Brass Band Inc (\$1015) and the Mangakahia Sports Ground Society Inc (27,955).

4 Discussion

The funding allocations to the Jack Morgan Museum Inc and the Whangarei District Brass Band Inc were within the Community Funding Committee's financial delegation (\$15,000).

Council's Standing Orders (Section 6.4) and the Local Government Act (cl.30(6) Schedule 7), state that decisions made under delegated authority cannot be rescinded or amended.

Council cannot overturn the decision of the Community Funding Committee.

Therefore the resolution to increase the funding to the Jack Morgan Museum and Whangarei Brass Band is not valid. The decision made by the Community Funding Committee on 11 April, to allocate funding of \$4,000 to the Jack Morgan Museum and \$800 to the Whangarei District Brass Inc, is deemed to be correct.

5 Significance and engagement

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

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:

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	Minutes Whangarei District Council 26 April 2018	Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
1.2	Parking Charges – Whangarei District Airport		
1.3	Whangarei Aquatic Centre Management		
1.4	Trustee Appointment – Whangarei Art Museum		

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 the Council to carry on without prejudice or disadvantage negotiations (including commercial and industrial negotiations).	Section 7(2)(i)
1.2	To enable the Council to carry on without prejudice or disadvantage negotiations (including commercial and industrial negotiations).	Section 7(2)(i)
1.3	To protect the privacy of natural persons including that of a deceased person.	Section 7(2)(a)

Resolution to allow members of the public to remain

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

Move/Second

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

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

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