

Strategy, Planning and Development Committee Agenda

Date: Thursday, 18 April, 2024

Time: 9:00 am

Location: Civic Centre, Te Iwitahi, 9 Rust Avenue

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

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

| | |
|--|----|
| 1. Declarations of Interest / Take Whaipānga | |
| 2. Apologies / Kore Tae Mai | |
| 3. Confirmation of Minutes of Previous Strategy, Planning and Development Committee Meeting / Whakatau Meneti | |
| 3.1 Minutes Strategy, Planning and Development Committee 21 March 2024 | 7 |
| 4. Decision Reports / Whakatau Rīpoata | |
| 4.1 New Private Access – RMA Consents – Habitat for Humanity – SL2200031 | 13 |
| 5. Information Reports / Ngā Pūrongo Kōrero | |
| 5.1 Operational Report – Strategy, Planning and Development March 2024 | 21 |
| 6. Public Excluded Business / Rāhui Tangata | |
| 6.1 Confidential Minutes Strategy, Planning and Development Committee 21 March 2024 | |
| 6.2 Marina Updates | |
| 7. Closure of Meeting / Te katinga o te Hui | |

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

Please refer to minutes for resolutions.

Strategy, Planning and Development Committee – Terms of Reference

Membership

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

Meetings Monthly

Quorum 7

Purpose

To oversee planning, monitoring, education and enforcement activities, and guide the economic and physical development and growth of Whangarei District.

Key responsibilities

- Regulatory and compliance
 - Environmental health
 - General bylaw administration
 - Animal (dog and stock control)
 - Hazardous substances and new organism control
 - Parking enforcement (vehicles registrations and warrant of fitness)
 - Noise control
 - Food Act
- Building Control
 - Property Information and Land Information Memoranda
 - Consents and inspections
 - Monitoring and compliance
- Resource Consents
 - Subdivision, land use and development control
 - Development contributions
 - Monitoring and compliance
- District Plan
 - Plan changes
 - District Plan administration

- Strategic Planning
 - Place based strategies (city centre), functional strategies (climate change)
 - Climate Adaptation
 - Growth planning
 - Urban design
 - Strategic alignment of infrastructure
 - Reporting strategic trends and analysis
- Economic Development
 - District marketing and promotions
 - Developer engagement
- Marinas
- Airport
- Forestry
- Operational accountability of performance including:
 - Health and Safety
 - Regular reporting on service delivery
 - Compliance
 - Sustainability
 - Finance
- Reporting on capital projects.
- Operational reporting for the Strategy and Democracy and Planning and Development groups within Council where their functions are not covered by other Committees.
- Procurement – general procurement relating to the areas of business of this committee, within delegations.
- Shared Services – investigate opportunities for Shared Services for recommendation to council.
- Council Controlled Organisations (CCOs) – monitoring the financial and non-financial performance of CCOs whose functions would otherwise fall under the scope of this committee. Includes trading CCOs (CCTOs) and those CCOs exempted under the LGA. Responsibilities include:
 - advising on the content of annual Statement of Expectations to CCOs
 - agreement of the Statement of Intent
 - monitoring against the Statement of Intent
 - for exempted CCOs, monitoring and reporting as agreed between Council and the organisation
 - quarterly reporting on performance

CCO accountable to this committee:

- Whangarei District Airport – CCO

Delegations

- (i) All powers necessary to perform the committee's responsibilities, including, but not limited to:
 - a) the approval of expenditure of less than \$5 million plus GST.
 - b) approval of a submission to an external body.
 - c) establishment of working parties or steering groups.
 - d) adoption of strategies and policies relating to the key responsibilities of this committee (except for those that cannot be delegated by Council under Clause 32(1)(f) of Schedule 7 of the LGA).
 - e) the power to adopt the Special Consultative Procedure provided for in Section 83 to 88 of the LGA in respect of matters under its jurisdiction (this allows for setting of fees and bylaw making processes up to but not including adoption).
 - f) the power to delegate any of its powers to any joint committee established for any relevant purpose under clause 32, Schedule 7 of the Local Government Act 2002.

The Committee does not have:

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

Strategy, Planning and Development Committee Meeting Minutes

Date: Thursday, 21 March, 2024
Time: 9:00 a.m.
Location: Civic Centre, Te Iwitihi, 9 Rust Avenue

| | |
|--------------------------|--|
| In Attendance | Cr Scott McKenzie (Acting Chairperson) His Worship the Mayor Vince Cocurullo Cr Gavin Benney (Teams) Cr Nicholas Connop Cr Phil Halse Cr Deborah Harding Cr Patrick Holmes Cr Marie Olsen Cr Carol Peters Cr Simon Reid Cr Phoenix Ruka Cr Paul Yovich (Teams) |
| Not in Attendance | Cr Ken Couper Cr Jayne Golightly |
| Scribe | D.Garner (Democracy Adviser) |

1. Declarations of Interest / Take Whaipānga

There were no declarations of interest made.

2. Apologies / Kore Tae Mai

Apologies were received from Cr's Ken Couper, Jayne Golightly and Paul Yovich.

Moved By Cr Carol Peters

Seconded By His Worship the Mayor

That the apologies be sustained.

Carried

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

3.1 Minutes Strategy, Planning and Development Committee 15 February 2024

Moved By Cr Deborah Harding

Seconded By His Worship the Mayor

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

Carried

Cr Simon Reid joined the meeting at 9:03am.

4. Decision Reports / Whakatau Rīpoata

4.1 New Private Access Road Name – RMA Consents – Parrish – SD2000042

Moved By Cr Marie Olsen

Seconded By His Worship the Mayor

That the Strategy, Planning and Development Committee:

1. Approve the name of the new private access off Tironui Drive, Maunu as Avocado Lane.

Carried

4.2 New Private Access Road Name – RMA Consents – Soho Group Ltd – SL2200028

Moved By Cr Nicholas Connop

Seconded By Cr Marie Olsen

That the Strategy, Planning and Development Committee:

1. Approve the name of the new private access off Wanaka Street, Tikipunga as Papa Totara Loop.

Carried

4.3 New Private and Public Road Names – RMA Consents – Marsden Cove – SD1900020

Moved By Cr Marie Olsen

Seconded By Cr Deborah Harding

That the Strategy, Planning and Development Committee:

1. Approve the name of the new public road (part Lot 3) off Stace Hopper Drive as Langman Court.
2. Approve the name of a new private shared access way (Lot 4) off the new road as Aho Lane.
3. Approve the name of a new private shared access way (Lot 5) off the new road as Nautical Lane.

Carried

4.4 New Public Road and 3 x Private Accesses – RMA Consents – Waldron – SD2300068

Moved By Cr Carol Peters

Seconded By Cr Marie Olsen

That the Strategy, Planning and Development Committee Approve the name of a:

1. Public Road off Great North Road Te Kamo (Lot 100) as Clearwater Road.
2. Private access off Great North Road Te Kamo (Lot 102) as Nomic Lane.
3. Private access off Great North Road Te Kamo (Lot 103) as Infinity Lane.
4. Private access off Great North Road Te Kamo (Lot 15) as Hidden Hill Lane.

Carried

4.5 Whangārei District Airport Draft Statement of Intent 2024 - 2025

Moved By Cr Phil Halse

Seconded By Cr Nicholas Connop

That the Strategy, Planning and Development Committee

1. Under delegation endorse the Draft Statement of Intent 2024/2025 for the Whangarei District Airport.
2. Notes and provides feedback on the 2024/25 Draft Statement of Intent.

Carried

Cr Paul Yovich joined the meeting via Teams at 9:06am.

4.6 Whangārei District Airport Half Yearly Financial Report to 31 December 2023

Moved By Cr Scott McKenzie (Acting Chairperson)

Seconded By Cr Deborah Harding

That the Strategy, Planning and Development Committee under delegation notes the Half Yearly Financial Report to 31 December 2023 for Whangarei District Airport.

Carried

5. Information Reports / Ngā Pūrongo Kōrero

5.1 Operational Report – Strategy, Planning and Development February 2024

Moved By His Worship the Mayor

Seconded By Cr Carol Peters

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

Carried

6. Public Excluded Business / Rāhui Tangata

Moved By Cr Carol Peters

Seconded By Cr Simon Reid

“That the public be excluded from the following parts of proceedings of this meeting. The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

| 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 Confidential Minutes Strategy, Planning and Development Committee 15 February 2024 | Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987 | Section 48(1)(a) |

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

| Item | Grounds | Section |
|-------------|--|----------------|
| 1.1 | For the reasons as stated in the open minutes. | |

Carried

7. Closure of Meeting / Te katinga o te Hui

The meeting concluded at 9:45am.

Confirmed this 18th day of April 2024

Cr Scott McKenzie (Acting Chairperson)

4.1 New Private Access – RMA Consents – Habitat for Humanity – SL2200031

Meeting: Strategy, Planning and Development Committee

Date of meeting: 18 April 2024

Reporting officer: Toni Satherley – RMA Post Approval Officer

1 Purpose / Te Kaupapa

To name one Public Road and three Private Accesses in the Whangarei District to assign unique addresses for properties to be readily locatable by emergency service responders and service delivery providers.

2 Recommendation / Whakataunga

That the Strategy, Planning and Development Committee:

1. Approves the name of a Private Access off Te Mai Road, Maunu as Warren Place.

3 Background / Horopaki

A road naming application has been received to satisfy a condition to construct 23 principal residential units across three residential sites.

The proposed names have been considered in accordance with Council's Road Naming Policy.

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

4 Discussion / Whakawhiti kōrero

The applicant supplied the following names for the private shared accessway, which are considered to comply with the Road Naming Policy:

- **1st Choice - Warren Place** – Mr Warren Jack was the Director of Habitat for Humanity between 2000 and 2015. In that time he served families in Tai Tokerau. Warren was directly involved with building transportable habitat homes that went to families in Whangarei. Warren also helped to setup the Whangarei affiliate, including Habitat for Humanity ReStore Whangarei, which directly serves the Whangarei community. Without this work Habitat for Humanity wouldn't be able to build all the new homes they are currently building in Whangarei for families in need of decent, healthy, warm and dry shelter, including this development of 23 homes on Maunu Road. This naming option meets the noteworthy person criteria of the Council's Road Naming Policy 2009.

7.5 Noteworthy Person – weighting 1 (*Personal name for special service to the District or community*)

7.5.1 Persons who have made a notable contribution to the area or the District fall into this category. The contribution which can be duly recognized may be in conservation, community service, sport, arts, military, commerce, local government or other sphere of activity.

7.5.2 Names from local war memorials will be considered where appropriate. Permission of surviving relatives should be obtained where appropriate.

- **2nd Choice - Lacebark Place** - One of the showiest native trees are the lacebarks, which grow clusters of large sweetly-scented white flowers. The name lacebark comes from the lace-like fibrous inner bark layer which can be used for fine, decorative weaving – kete, headbands, trim on hats and cloaks. The bark was sometimes twisted and plaited into ropes. Lacebark can be found growing locally.
- **3rd Choice - Ribbonwood Place** - Ribbonwood is New Zealand's tallest deciduous tree, reaching 17m. It has soft jagged pointed leaves and long sprays of tiny yellowish flowers and small green fruit. One of the distinctive aspects of this tree is that it is usually deciduous which is unusual for New Zealand, although in the northern areas it can be semi-deciduous. Ribbonwood can be found growing locally.

5 Significance and engagement / Te Hira me te Arawhiti

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

6 Attachments / Ngā Tāpiritanga

Attachment 1 – Location Map

Attachment 2 – Road Naming Application

LOCATION MAP

Private access to be named:
 - Warren Place
 - Lacebark Place
 - Ribbonwood Place

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



Application for Road Naming

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

Points to remember when making an application

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

Important Considerations

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

How to get this application to us

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

Fax to: 09 438 7632

Email to: mailroom@wdc.govt.nz

Applicant Details

First name(s) JAMES DAVIES

Last name _____

Postal address 8 ORMISTON ROAD, OTARA, AUCKLAND
2019 - HABITAT FOR HUMANITY

Best day-time phone number _____ Mobile 022 677 0614

Email James.davies@habitat.org.nz

Resource Consent Details

Resource Consent application number SL 22 00031

Agent Details

Name of Agent ROGER QUINTON Agent ref _____

Agent postal address Te Iwitihi, 9 Rust Avenue, Whangarei

Best day-time phone number _____ Mobile 021 198 3285

Email roger.quinton@wdc.govt.nz



Proposed Road Name Details

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

☐ Public

☒ Private

Proposed road name 1

Warren place

Reason

Mr Warren Jack was the director of Habitat Northern between 2000 and 2015. In that time Warren served families in both Auckland and Tai Tokerau. Warren was directly involved with building transportable Habitat homes that went to families in Tai Tokerau including Whangarei, Dargaville and Kaitiaki. (see over leaf)

Proposed road name 2

Lacebark place

Reason

One of the showiest native trees are the Lacebarks, which grow clusters of large sweetly-scented white flowers. The name Lacebark comes from the lace-like fibrous inner bark layer which can be used for fine, decorative weaving - kete, headbands, trim on hats and cloaks. Sometimes the bark was plaited into ropes

Proposed road name 3

Ribbonwood place

Reason

Ribbonwood is New Zealand's tallest deciduous tree, reaching 17m. It has soft jagged pointed leaves and long sprays of tiny yellowish flowers and small green fruit. One of the distinctive aspects of this tree is that it is usually deciduous which is unusual for NZ. Although in the Northern areas it can be semi-

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

Warren also helped to Setup the Whangarei affiliate including restore and office which directly serves the Whangarei Community and without this important work we wouldn't be able to build all of the new homes we are currently building in Whangarei for families in need of decent, healthy, warm and dry shelter. Including this development of 22 homes on Maunu Rd.

5.1 Operational Report – Strategy, Planning and Development March 2024

Meeting: Strategy, Planning and Development Committee

Date of meeting: 18 April 2024

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

1 Purpose / Te Kaupapa

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

2 Recommendation / Whakataunga

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

3 Background / Horopaki

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

4 Significance and engagement / Te Hira me te Arawhiti

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

5 Attachments / Ngā Tāpiritanga

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

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

Operations Report Planning and Development

March 2024

Contents

| | |
|-----------------------------------|----|
| 1..... District Plan | 3 |
| 2..... District Development..... | 7 |
| 3..... RMA Consents..... | 11 |
| 4 Building Department | 14 |
| 5..... Health & Bylaws..... | 17 |
| 6..... Group Requests..... | 19 |

1. District Plan

1.1 Health and Safety

Nothing to report.

1.2 Current Priorities

1.2.1 Maintenance and Review Work

Maintenance and review work for the District Plan has continued in accordance with the requirements of the Resource Management Act 1991 (RMA). The following have been key priorities over the past month:

- **PC1 - Natural Hazards**

Council officers have continued drafting a right of reply following the hearing for the plan change and have started work in response to directions issued by the commissioners. These directions require:

- Expert conferencing between expert planners (council planners and those that provided expert evidence on the topic at the hearing) to see if a permitted activity rule framework can be developed in relation to land use activities on sites that are susceptible to a natural hazard.
- Further analysis of mapping where submitters have either provided further technical or other evidence as part of their evidence, or due to material/presentations presented at the hearing.

A recommendation of the hearing panel will follow completion of the work set as out in the commissioner direction. This recommendation is expected around mid-2024.

- **Matters of Importance to Māori**

The Matters of Importance to Māori project is a reviewing the following topics to inform future Plan Changes:

1. Sites of Significance to Māori;
2. Indigenous Biodiversity; and
3. Tangata Whenua.

Some matters of importance to Māori, such as the Papakāinga chapter or rezoning, are not in scope for this plan review because they are not currently topics in the review programme.

This project will support iwi and hapū mātauranga and values to be reflected in future changes to the District Plan.

Nature of participation:

This project aims to achieve genuine partnership with iwi and hapū at every stage of the process. It is recognised that the project has limited resources. However, there is a commitment to two-way learning and competency building with iwi and hapū in delivering the project. Council staff are seeking direct partnership with iwi and hapū to co-design and execute the project, rather than funding external service providers to participate on behalf of iwi and hapū.

Council staff are now seeking expressions of interest from iwi and hapū to participate in the project. Interested iwi and hapū are asked to respond to a Scoping Request to inform the detailed scope of the project. Council staff are available to discuss the project with interested parties before formal responses are submitted. Responses to the scoping request will be used by the Council staff to create a list of partners to invite to enter into formal contracts.

Iwi and hapū partners will be supported to:

1. Identify and, where appropriate, map physical and metaphysical values and strategic objectives that apply to:
 - Tangata whenua aspirations in resource management.
 - Cultural and historic heritage sites and areas of significance to Tangata Whenua.
 - Identified and acknowledged taonga species as determined by the National Policy Statement for Indigenous Biodiversity
2. Participate in the review of current provisions in the District Plan and drafting of Plan Changes.
3. Participate in consultation with the wider community, including landowners.

Partners will be fairly compensated for their time and services. All partners will be required to enter into a data sovereignty agreement to ensure all information is managed and protected in a mutually acceptable manner.

In the event there is greater interest in participation than time and budget currently allows, we will work through priorities with iwi and hapū based on:

1. Development pressure within rohe
2. Readiness and availability of iwi hapū to participate
3. Extent to which Iwi/ Hapū have work underway/ planned that would inform or be informed by this project
4. Extent to which participation provides opportunities for two-way learning and capacity building

In the event that no hapū or iwi are willing or able to partner on this work, Council must progress future Plan Changes that address matters of importance to Māori using any evidence available to the Council, whether or not iwi and hapū are able to participate in this project. Iwi and hapū that do not participate in this phase of the plan review will still have an opportunity to participate in any proposed Plan Changes that are notified. The Council will also seek to partner with any iwi and hapū that do not participate in this project at later opportunities as the District Plan is periodically reviewed.

Processes and timescales:

From the initial circulation of the Scoping Request, Council will be available to answer questions about the document and provide support to interested Hapū and iwi prior to the close of the period.

Some key dates are as follows:

1. Interested iwi and hapū to submit expressions of interest by mid-May 2024.
2. Council staff to review expressions of interests by late May/ early June 2024.
3. Council staff to work with partners to enter into contracts and sign data sovereignty agreements by mid July 2024.

• **General Amendments**

The preparation of documentation to support notification of a general amendments plan change has continued this month. This work will continue in the coming months prior to council officers seeking a decision of the Strategy Planning and Development committee to notify the plan change in the middle part of this year.

1.2.2 ePlan

The development phase of ePlan has continued apace this month. Despite best efforts of Council officers to achieve the 1 April 2024 date for delivery of an ePlan, delays in 2023 with the supplier starting the development phase of the project means that this will not be achieved. The team is working towards at 10th of May date to make the ePlan available to customers.

1.2.3 Housing and Business Capacity Assessment

Under the National Policy Statement for Urban Development (NPS: UD) we are required to prepare a Housing and Business Capacity Assessment (HBA) every 3 years, with the next due in mid-2024.

Council officers have commenced work with MRCagney to update our HBA model. This work is expected to be completed by late April, with model outputs informing required HBA reporting to be undertaken by mid-2024.

1.3 Performance Measures and Compliance

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

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

1.4 Current Challenges/Issues

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

1.4.1 Natural Hazards Plan Change

Recent changes have been made to the MfE guidance upon which the Northland Regional Council (NRC) coastal hazard maps and policy direction on coastal hazards and climate change is based. As such, the NRC may in the future update the coastal hazard maps that underpin the proposed Natural Hazards Plan Change. We are also aware that the NRC may make other changes to the maps for a variety of reasons as new information comes to light.

In the case that the NRC maps are updated it would be necessary to incorporate new flood and coastal hazard maps into the District Plan as soon as practicable after such areas have been investigated, defined, and mapped by the NRC in accordance with the requirements of the Northland Regional Policy Statement. This would most likely be done as part of a new statutory plan change process following the resolution of Plan Change 1.

To ensure that Council staff are aware of any pending map changes that the NRC may make, Council staff have maintained regular contact with the NRC. To date there have been no changes made to the maps and no clear signal that these changes will be forthcoming. However, this matter will be continually managed through on-going meetings/ contact with the NRC.

1.4.2 Sites of Significance to Māori and Significant Natural Areas

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

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

1.4.3 ePlan

As noted in section 1.2.2 above we are not going to meet the 1 April 2024 deadline for delivery of ePlan. To manage risk around this, we have made contact with the Ministry for the Environment to advise that while we will not achieve 1 April 2024 date, we are very close to delivery. Whilst we have not yet received a response, it is not anticipated that there will be any consequences for Council of missing this deadline.

1.5 Overview of Operational Activities

1.5.1 Risk to the Tiriti Relationship

The Sites of Significance to Māori and Significant Natural Areas challenge noted above has the potential to pose a risk in this space if the work is not well managed, as does the presence of potential sites of significance that are not currently identified within the District Plan (i.e. where that land is subject to a consent application or development)

1.5.2 Delegated Financial Authority Policy

Nothing to report.

1.6 Legislation Changes or Updates

The central government have released the following Resource Management reform timeframes:

1. **May 2024: Introduction of RMA Amendment Bill #1** – indicatively will cover changes to current legislation / policy direction for aquaculture, freshwater and indigenous biodiversity.
2. **August 2024: Introduction of RMA Amendment Bill #2** – Indicatively will cover changes to current legislation / policy direction for: Electrification; Housing; Forestry; Farming; Highly productive land.
3. **RMA replacement legislation is planned to be in place by early 2026**

Current signals are that the May changes will impact how we deliver planned work around the review of our District Plan Ecosystems and Indigenous Biodiversity topic. As we are at the 10-yearly review point of this topic, we are currently working on an 'Options Paper' to determine best method to approach this work (if at all at this stage). To determine how we proceed (if at all) with this work we plan to present this paper to the SP&D committee in due course.

1.7 Future Planning / What's Coming Next?

We previously undertook a workload prioritisation exercise in recognition of our current resourcing constraints. While the latest announcements from Central Government may change the national direction, our initial assessment is that they do not change what we are required to do under the existing RMA, and through the rolling review of our District Plan. As such we do not propose changing our workload prioritisation at this stage as much of what we have prioritised is at or nearing the 10-yearly rolling review timeframe under the RMA.

We will actively monitor any proposed changes to national direction to ensure ongoing alignment with our current priorities as outlined in Section 1.2.1. We will also look to bring in new work as appropriate as resourcing levels permit.

2 *District Development*

2.1 *Health and Safety*

Nothing to report.

2.2 *Current Priorities*

- **Regional Economic Development Strategy**

The Department is acting as a conduit between Northland Inc., the Steering Group for Te Ōhanga Rautaki Whānui o Te Tai Tokerau, Te Tai Tokerau's Regional Economic Development Strategy and wider Council staff to ensure Council's workstreams and strategies are taken into consideration for the development of this strategy. While this was initially proposed to come back to Council in October 2023 for adoption, delays in the Northland Inc process mean it will now be in the first half of this year.

- **Business Friendly Council Initiatives**

Staff have commenced engagement with selected departments to assess how they enable our communities to meet their aspirations by consistently and proactively delivering positive experiences through all interactions. This work will continue to be progressed throughout 2024, however due to vacancies within the District Development team this work will need to be balanced against other workstreams.

- **Parihaka Transmission Mast**

The structural strengthening project is continuing. The Early Contractor Involvement -ECI- workshop has been completed and the structural engineer and contractor have agreed on a design based on constructability at each location.

Geotech investigation is complete, with the results due early April. Following this, the next steps will be to:

- Detailed design and pricing
- Hapu meeting regarding tree pruning following a discussion with WDC Arborist
- Construction

A legal review is underway to establish what Council's liability may be to leaseholders should a structural or geotechnical failure occur at some stage in the future.

Disaster Management Plans are being developed pending a final review of consultation documents. In conjunction with this leaseholders are to be appraised of the existing risks and canvassed as to their plans for disaster management in the unlikely event that a failure occur in the near future.

- **Joint Regional CCO for Economic Development (JREDC)**

Following Council's September decision staff are working with Northland Inc over shareholding implications and preparation of consultation documents for inclusion in the LTP. HWM and Deputy Mayor attended the Committee's February meeting and will attend again in April where there will be opportunity for Council's views relating to the Northland Inc Statement of Intent to be noted.

- **Hihiaua Peninsula Consultation**

Public consultation on the proposed lease of Parks land for Hihiaua Cultural Centre development has closed. As an outcome of the November Te Karearea meeting, prior to bringing the matter back to Council for a decision, Staff are facilitating a meeting with hapū over the wider subject of future disposal of council-owned land – particularly the dryland endowment land contained within Hihiaua Peninsula. At the time of writing staff had scheduled a meeting with the Trust to establish a time and scope to meet with hapū.

- **Northland Inc Shareholding Consultation**

Staff are working with Northland Inc and Northland Regional Council on preparing various documents required should, following consultation with the public through the Long-term Plan, Council decide to become a shareholder in Northland Inc. The various shareholding document that would be required should Council proceed to a shareholder following public consultation, are currently being reviewed from a legal perspective.

2.3 Current Challenges/Issues

Staff shortage have critically impact on the operational capacity of the department. During March recruitment for all three vacancies was completed with successful candidates being identified. New staff will commence work over a staggered duration throughout April.

2.4 Overview of Operational Activities through to February 2024

2.4.1 Economic Development

- **Te Rerenga – Economic Development Strategy**

While this was scheduled to come back to Council in October there were delays that now mean that it is likely to be before Council in the first half of this year.

- **Business**

Anecdotally local business activity is subdued with many businesses not expecting any improvement in the near future. This has not been helped by the closure of the Byrnderwyns although some sectors -hospitality in particular- hoped for a temporary reprieve over the Easter long weekend.

- **Whangārei District Airport**

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

At the time of writing the conditions and scope of contract had been finalised, and the contract was with the contractor for signing.

- **Airport Operations**

Rejuvenation of the sealed runway has been postponed by the contractor due to ground and air temperature being too low for application of the emulsion.

Obstacle Limitation 5 yearly Survey has now been completed.

Noise

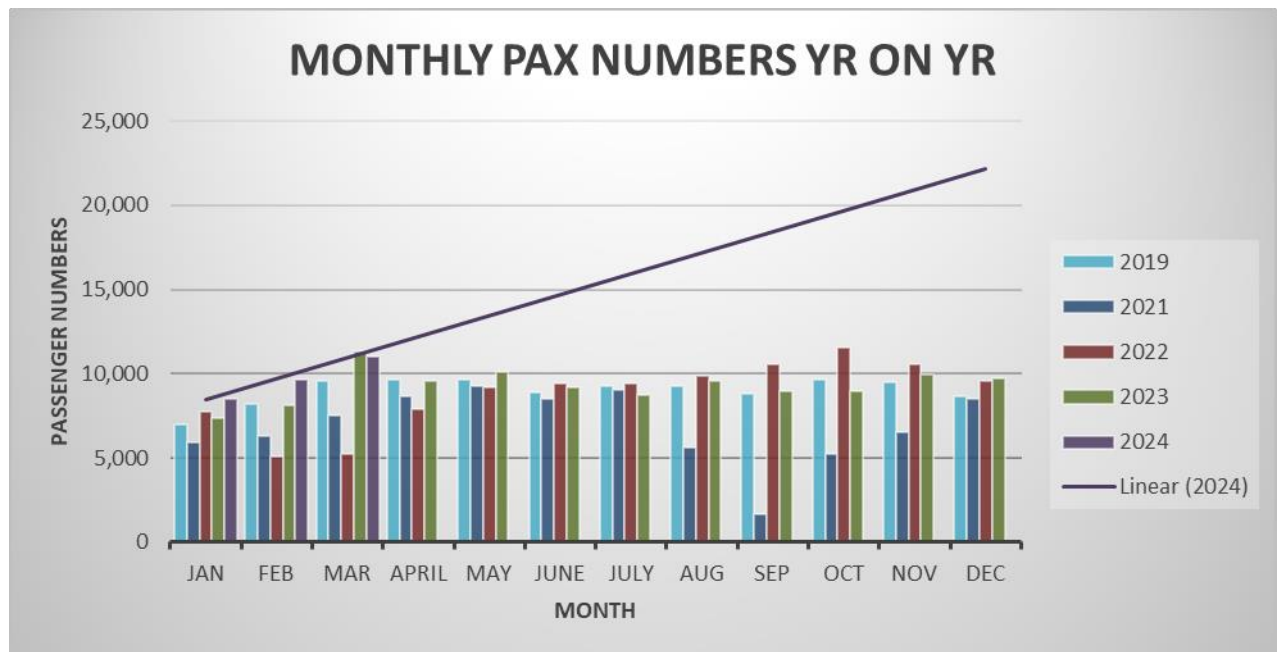
We had no noise complaints during the month of March.

- **Scheduled flights**

Air New Zealand flights have been running to schedule and are now operating to their normal time table. There have been few disruptions this month with the number of cancelled flights is greatly reduced to that of February.

- **Passenger Numbers**

Passenger numbers for March were 10,989. This is down on March 2023 which was 11,304. The Airport still showing strong growth with numbers through the terminal month to date for this calendar year.



Note: while comparable numbers for Kerikeri Airport (or a comparable regional airport) had been requested, at the time of writing we had not received these due to commercial considerations. This is currently being worked through and if cleared for release prior to this meeting a verbal overview can be provided.

○ Parking

Parking revenue continues to perform solidly with March'24 yielding \$20,924 to be the airport's highest month recorded to date. It is expected that due to school holidays in the first two weeks of April, that April figures will be lower.

● District Promotions

The vacant role for the District Development coordinator has impacted on the detail available for this section of the report. As stated earlier in this report, a replacement has been recruited and will commence work late April.

Guest Nights

| Feb-24 | Whangārei | Far North | Kaipara | Northland | |
|--------|-----------|-----------|---------|-----------|-------------------------------------|
| 2024 | 56,600 | 124,200 | 31,100 | 211,800 | |
| 2023 | 44,400 | 90,500 | 22,000 | 156,900 | Post-COVID recovery |
| 2022 | 30,400 | 64,200 | 13,700 | 108,300 | COVID travel restrictions |
| 2021 | 40,400 | 88,900 | 19,800 | 149,100 | Post lockdown pent up demand |
| 2020 | NA | NA | NA | NA | No Guest Night statistics available |
| 2019 | 56,417 | 131,864 | 18,222 | 206,504 | Pre-COVID |

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

Visitor Origin

| Feb-24 | Whangārei | Far North | Kaipara | Northland | 2019 PreCOVID (Northland) |
|---------------|-----------|-----------|---------|-----------|---------------------------|
| Domestic | 45,000 | 90,300 | 26,700 | 162,000 | 124,075 |
| International | 11,600 | 33,900 | 4,300 | 49,800 | 82,429 |

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

2.4.2 Risk to the Tiriti Relationship

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

2.4.3 Delegated Financial Authority Policy

Nothing to report.

2.5 Legislation Changes or Updates

Nothing to report.

2.6 Future Planning / What's Coming Next?

- **Hapū Engagement on Key Council Commercial Properties**

There are a number of commercial leaseholders who wish to freehold their properties by acquiring Council's interests. Prior to this occurring a clear and consistent pathway needs to be developed for engaging Hapū in the process.

- **Forestry Properties**

Council owns a number of commercial forestry lots throughout the District (forestry held for recreational purposes is administered and reported through the Infrastructure Group). Their performance and future use have not been evaluated for some time and it would be appropriate to do so in the near future. This will be a future project for the new Property Adviser, once they are up to speed and across the portfolio.

3 RMA Consents

3.1 Health and Safety

Potential risks to the team include dealing with aggressive individuals, safety issues from visiting construction sites and potential mental health impacts from work-load pressure. These are being managed by providing staff with relevant training, providing staff with protective equipment, and using consultants to help manage workloads. There were no specific Health & Safety issues in the last month.

3.2 Current Priorities

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

3.3 Performance Measures and Compliance – Year to Date

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

| Performance Measure | 2023 – 24 target | Compliance |
|--|------------------|------------|
| Percentage of non-notified resource consent applications processed within statutory timeframes. | ≥95% | 94% |
| Percentage of Section 223 and Section 224 applications [processed] for subdivision consents under the RMA within statutory timeframes. | ≥95% | 100% |

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

| Performance Measure | 2023 – 24 target | Compliance |
|---|------------------|------------|
| Percentage of land-use consent conditions monitored. | | |
| <i>Note: timeframes will be dependent on priorities based on potential environmental risk associated with non-compliance.</i> | 100% | 100% |

3.4 Current Challenges/Issues

An appeal against the decision by the Independent Commissioner to approve the Onoke subdivision has been lodged with the Environment Court.

Progress is continuing with a recent request from Patuharakeke Te Iwi Trust Board to rename Maturiki Drive to Matariki Drive in the Marsden Cove development. Back in 2009 Council received a road naming application from the agent and developer of Marsden Cove. This included the appropriate consultation correspondence from the local iwi, Patuharakeke Te Iwi Trust Board. At the time Marsden Cove and Patuharakeke Te Iwi Trust Board had the same spelling of Maturiki.

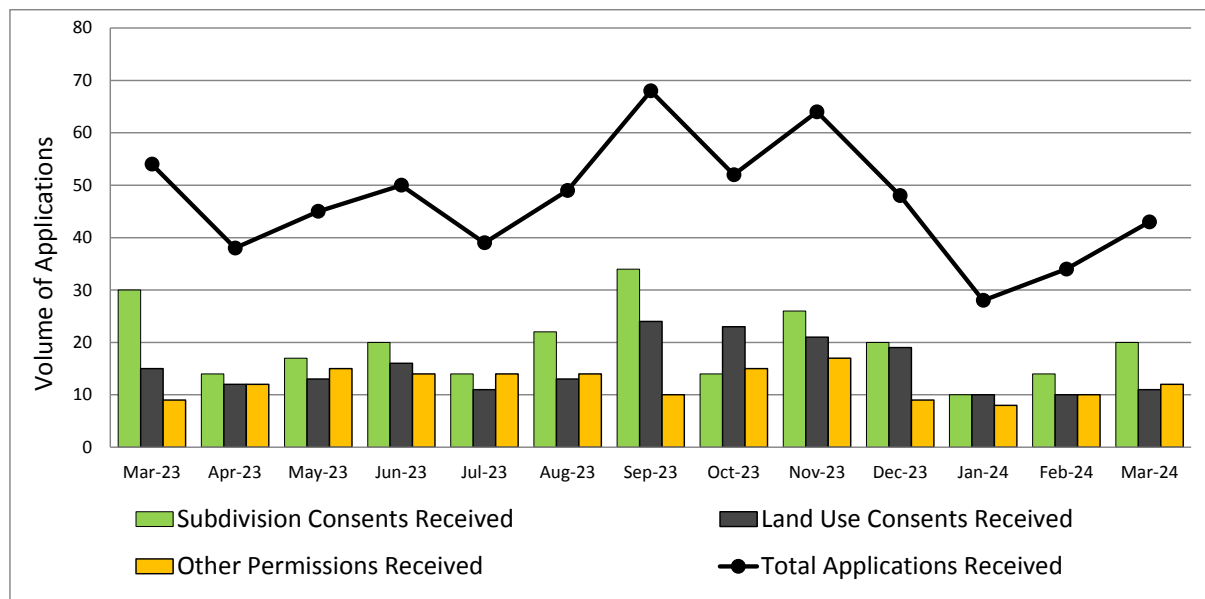
No historical meaning or relevance can be sourced for Maturiki. Matariki is the Māori name for the Pleiades constellation, its significance concerns its heliacal rising between May and June that coincides with the winter solstice marking the beginning of the Māori new year.

We are now at the point of contacting all the affected property owners/occupiers of Matariki Drive to gauge their response before presenting a renaming report to this committee for a decision.

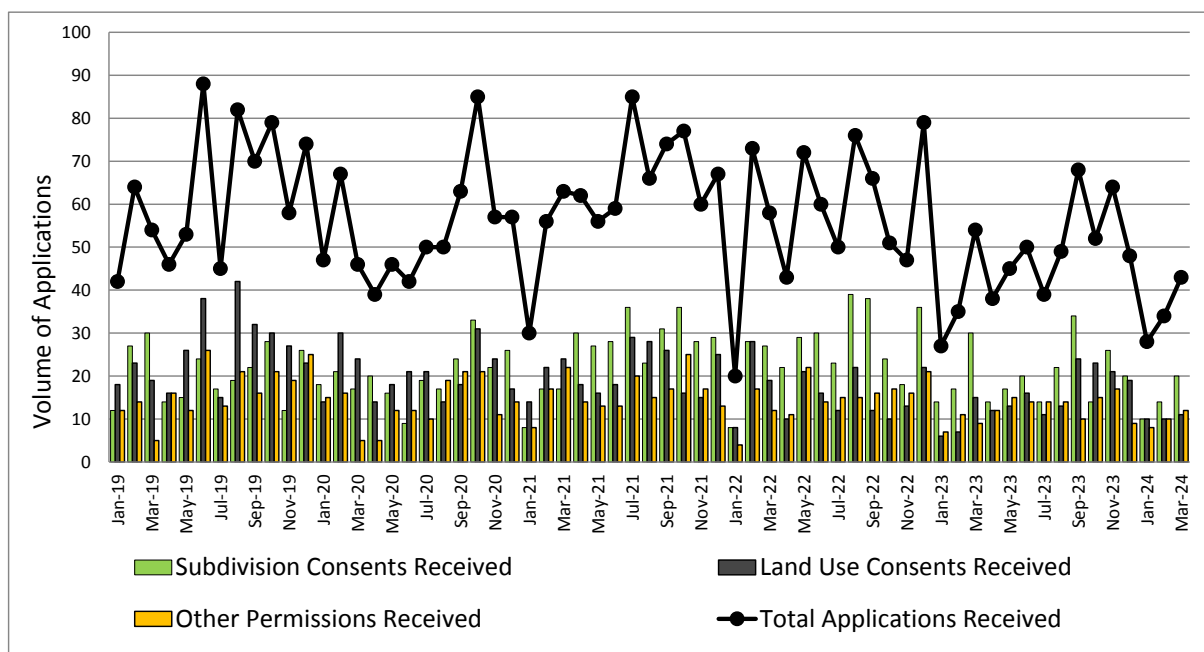
3.5 Overview of Operational Activities for March 2024

The number of applications received in March picked up a little more as we settle into the new year. Applications of note received in this period include an application by Kainga Ora for 18 residential units at Tiki Place/Peter Snell Drive in Ruakaka. Other applications have also been received from Kainga Ora to re-consent previously approved multi-unit developments in Paramount Parade and Balmoral Road/Townsend Place, Tikipunga which include a reduction in height of buildings from three storeys to two storeys. An application has also been received from Council's Parks Department to install lights at the Takahiwi Sports Ground.

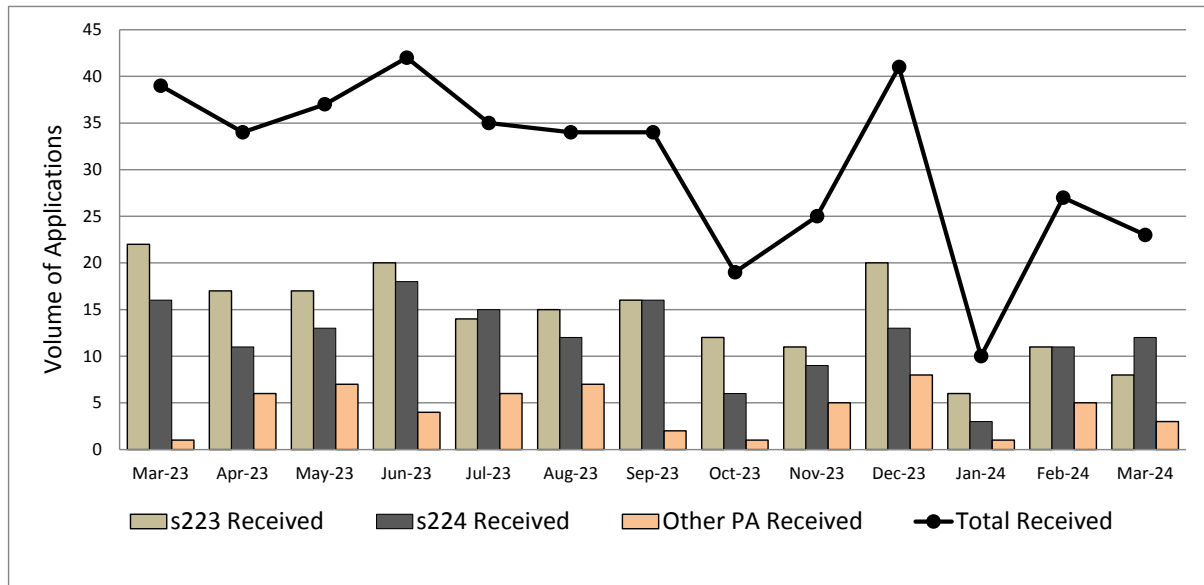
Total number of applications received over last 12 months



All applications received over the last 5 years



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



3.5.1 Risk to the Tiriti Relationship

The RMA Consents team is working on building stronger treaty partnerships with local iwi and hapū. It is noted that the resource consent process can cause friction with iwi/hapū for example the decision on the Onoke subdivision has had an impact on relations with Ngati Kahu.

3.5.2 Delegated Financial Authority Policy

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

3.6 Legislation Changes or Updates

The Government's new fast-track legislation is proceeding through the legislative process prior to becoming law. The Bill proposes to establish a permanent fast track approvals regime for a range of infrastructure, housing and development projects. In doing it proposes a framework which enables joint Ministers to determine if projects will be referred to an Expert Panel. It is noted that there are still significant information and expert reports required in support of any application, with any project also having to demonstrate that it meets eligibility requirements for national and regional significance.

4 Building Department

4.1 Health and Safety

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

4.2 Current Priorities

The next Building Consent Authority accreditation assessment is now confirmed for 15-18 April 2024 and this continues to be our main priority.

4.3 Performance Measures and Compliance

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

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

4.4 Current Challenges/Issues

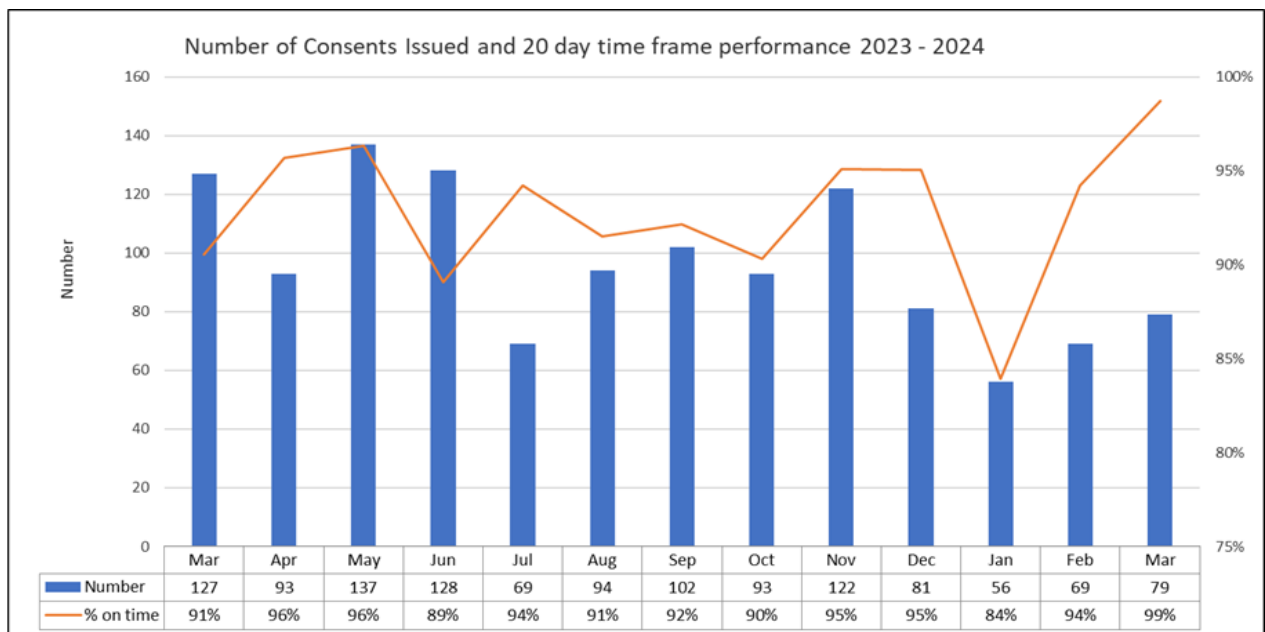
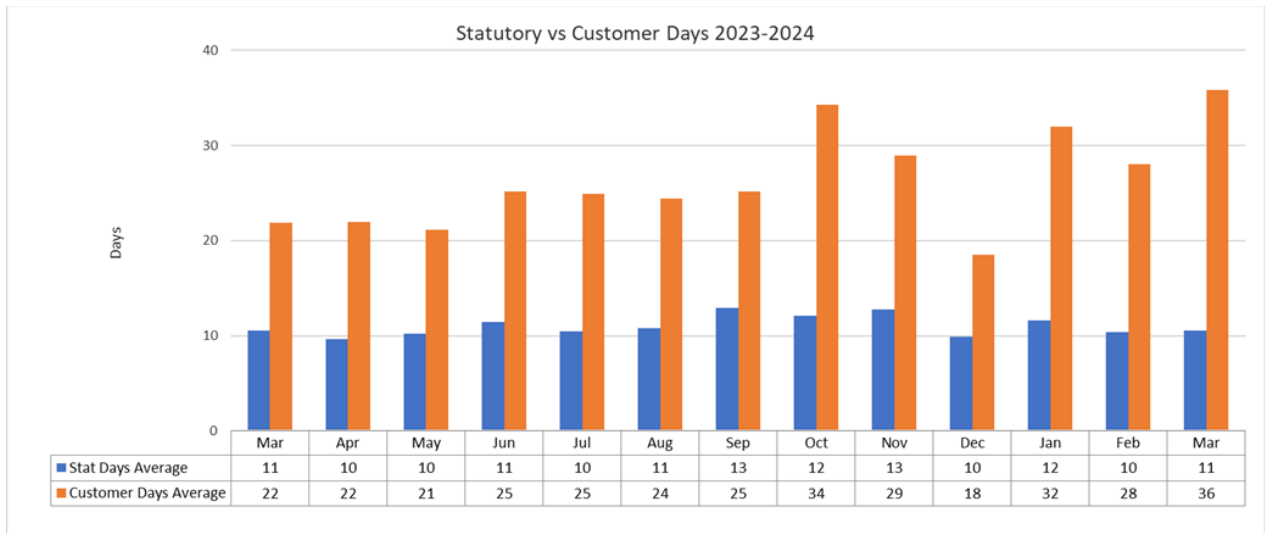
MBIE have recently released a report titled Operation Magazine assessing boarding house safety, IQP performance and landlord compliance. One building within our district was included and identified an incomplete compliance schedule which has since been rectified. The error was minor and did not affect occupants' safety.

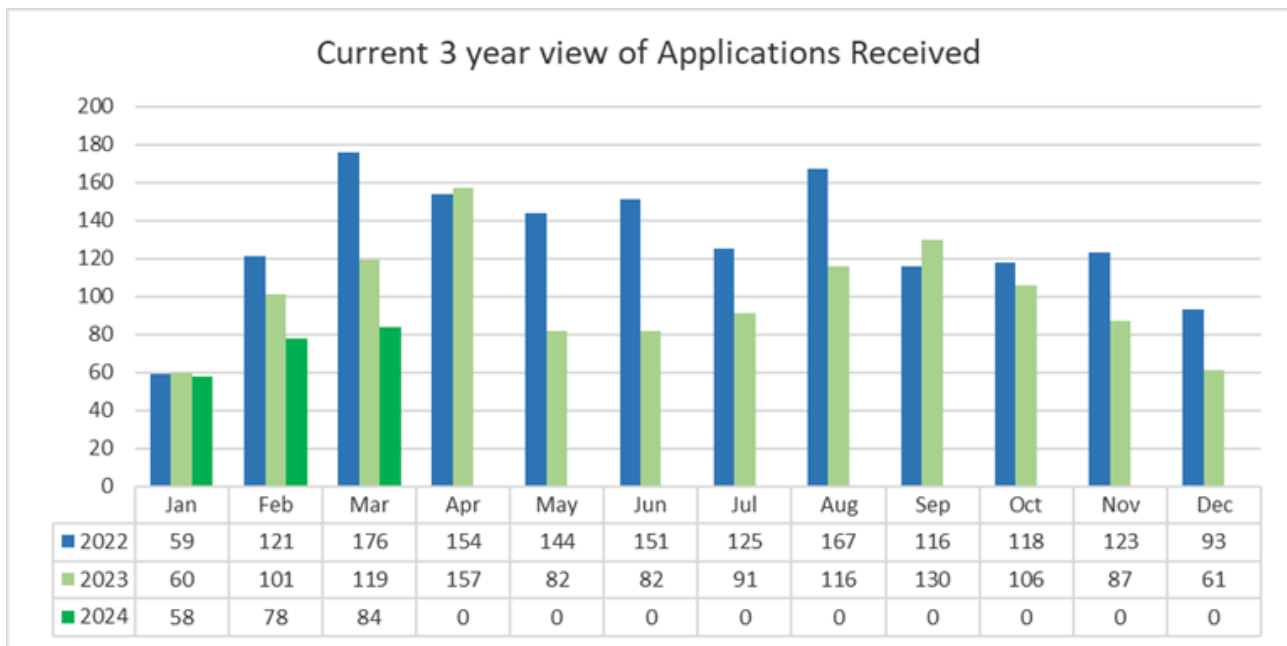
4.5 Overview of Operational Activities for February 2024

The number of applications received in March was 84. This is a low number, being just more than February (which is traditionally a low month) and materially less than the 119 & 176 received in 2023 & 2022 respectively. This is a reflection of the current economic conditions being experienced and continues the downwards trend of application numbers experienced from last year. As reported previously we manage workflows through reduced use of contractors while application numbers are low in order to maintain optimum resourcing levels.

79 consents were granted with 99% being approved within the 20 working day requirement. Average working days per consent was 11, with customer days (total days) being 36. The 36 is a increase over the normal mid-20s number and is explained by 2 consents being issued that had been on-hold for long periods.

487 inspections were undertaken in March, which shows that there is still a reasonably high level of building work continuing at present, but it is anticipated that these numbers may fall in the future.





4.5.1 Risk to the Tiriti Relationship

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

4.5.2 Delegated Financial Authority Policy

No contracts have been let in March 2024.

4.6 Legislation Changes or Updates

There have been no changes during March.

4.7 Future Planning / What's Coming Next?

The Department will continue to focus on preparing for the next building increase through upskilling of staff as outlined earlier as well as continuing to work towards the 2024 audit. Technical vetting has been implemented and some remote inspections are being undertaken. This will increase when additional resources are deployed into this area.

5 Health & Bylaws

5.1 Health and Safety

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

5.2 Current Priorities

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

5.3 Performance Measures and Compliance

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

| Performance Measure | 2023 – 24 target | Compliance |
|---|------------------|---|
| Percentage of complaints responded to within contracted timeframes. | ≥85% | Month 2024 = 91% Year to date average = 92.65% |

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

| Performance Measure | 2023 – 24 target | Compliance |
|--|------------------|----------------|
| Percentage of Health Act registered premises inspected annually. | 100% | Annual measure |

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

| Performance Measure | 2023 – 24 target | Compliance |
|---|------------------|----------------|
| Percentage of food businesses verified within timeframes as specified by the Food Act 2014. | 100% | Annual measure |

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

| Performance Measure | 2023 – 24 target | Compliance |
|---|------------------|----------------|
| Percentage of alcohol licensed premises inspected annually. | 100% | Annual measure |

5.4 Current Challenges/Issues

There are currently no challenges or issues.

5.5 Overview of Operational Activities for February 2024

Council's Regulatory Enforcement Services contractor, Armourguard has had a successful month 2024 with 91% of all complaints lodged, responded to within required response time frames (target is 85%).

5.5.1 Risk to the Tiriti Relationship

Nothing to report.

5.5.2 Delegated Financial Authority Policy

Nothing to report.

5.6 Legislation Changes or Updates

No changes or updates to report.

5.7 Future Planning / What's Coming Next?

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

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

Status updates:

Kennel blocks A and B steel is 90% erected with kennel block C well underway. The kennel nib walls are progressing slowly and the Bondor walls & roof installation has started. The delays in the nib wall have pushed the completion date out to the end of July.

The services in the administration building are being install before the lining begins. The administration building is forecasted to be complete by end of July.

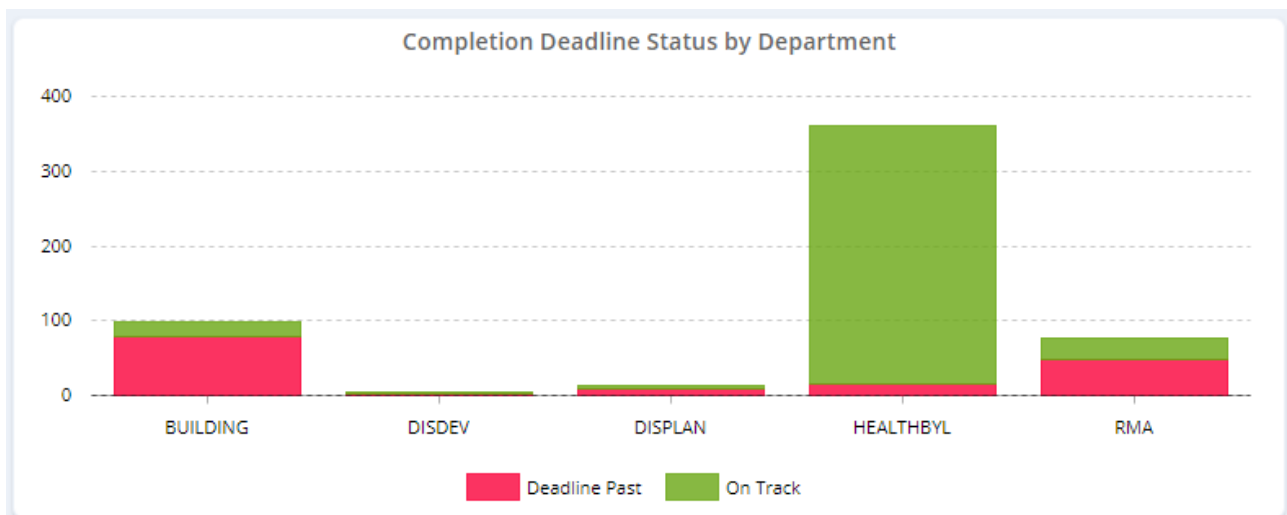
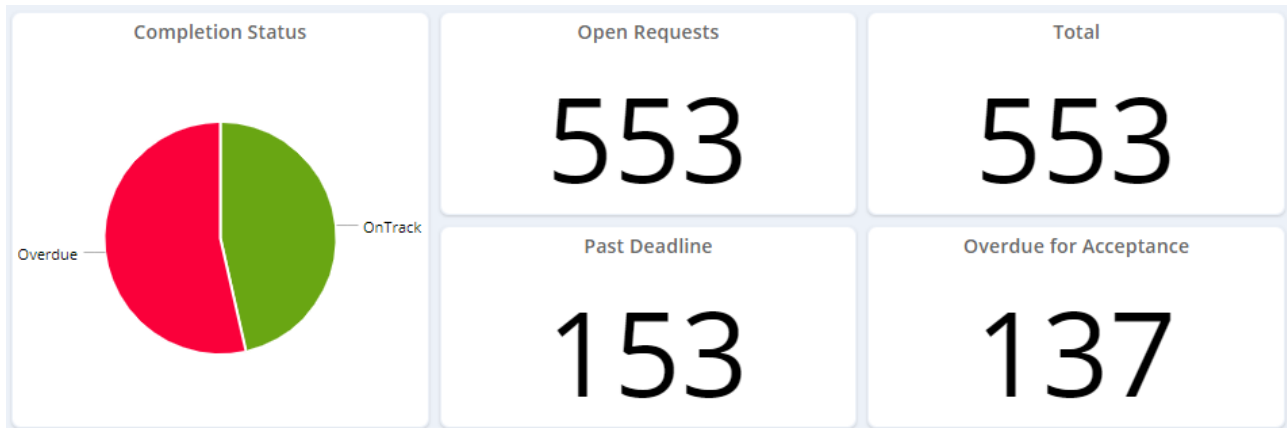
The landscaping and carpark are schedule to start end of June.

Staff are investigating items that could be removed from the project scope in order to reduce costs, as per the resolution of Council.

6 Group Requests

March has seen a slight increase in CRM numbers. Open requests increased 4.9% over that period (from 527 to 553), with requests past the deadline reducing 2 % (from 156 to 153). As indicated last month Customer Services are currently working through the prioritisation of resourcing to assist the business in reducing it's backlog. While this is currently targeted at Infrastructure, we will be working closely with Customer Services to reduce the number of requests past deadline once support comes on stream.

March 2024 – CRM Request Performance Dashboard



Operations Report Strategy and Democracy

April 2024

Contents

| | |
|----------------------------------|----|
| 1. Democracy and Assurance | 3 |
| 2. Strategy | 7 |
| 3. Māori Outcomes..... | 13 |

1. Democracy and Assurance

1.1 Health and Safety

No physical Health and Safety issues due to the nature of the work but continuing to monitor wellbeing of staff as workload continues to exceed available resources.

1.2 Current Priorities

- Managing the increased schedule of Council meetings to support the Long Term Plan process.
- Adhering to Legislative requirements. This includes meeting the LGOIMA requirements for Council meetings (agenda preparation and public notices) as well as responding to LGOIMA requests.
- Dealing with ad-hoc request for advice to the Legal team in a timely manner. Legal team has been short of staff whilst undertaking recruitment for second Legal Counsel.

1.3 Performance measures and compliance

Our Democratic functions are transparent and meet the legislative requirements.

| Performance Measure | 2023 – 24 target | Compliance year to date |
|---|------------------|-------------------------|
| Responses to requests for information made under the Local Government Official Information Act 1987 and the Privacy Act 2020 are provided within relevant statutory timeframes. | 95% | 97.89% |

| Performance Measure | 2023 – 24 target | Compliance year to date |
|---|------------------|-------------------------|
| Percentage of Council, committee and hearing agendas that meet relevant legislative timeframes. | 100% | 100% |

1.4 Current challenges/issues

Business as usual for the Democracy Team with additional LTP meetings and briefings.

1.5 Overview of Operational Activities for February

The Democracy Team supported one Council meeting, one Extraordinary Council meeting, six Committee meetings, four Council Briefings and three Council Workshops in March. Twenty-five alcohol license applications were processed through the District Licensing Committee.

Official Information Requests

Council received 36 Official Information requests up to 27 March 2024. Of the 10 requests that have been closed, all were completed within the legislative timeframe.

Requests vary in complexity, and therefore the amount of staff time required to respond to them. While some requests are straightforward other requests may seek substantial amounts of information from multiple departments and contractors or raise issues that need to be addressed by the relevant department outside of the LGOIMA process.

One of the official information requests has been worked on since November 2023 with the deadline of Thursday 28 March 2024. Multiple departments have spent numerous hours preparing the information for this response. The number of pages for review was approximately 32,000. This was one of the biggest requests we have worked on in recent years however the wider team pulled together to ensure this got out by the deadline date.

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

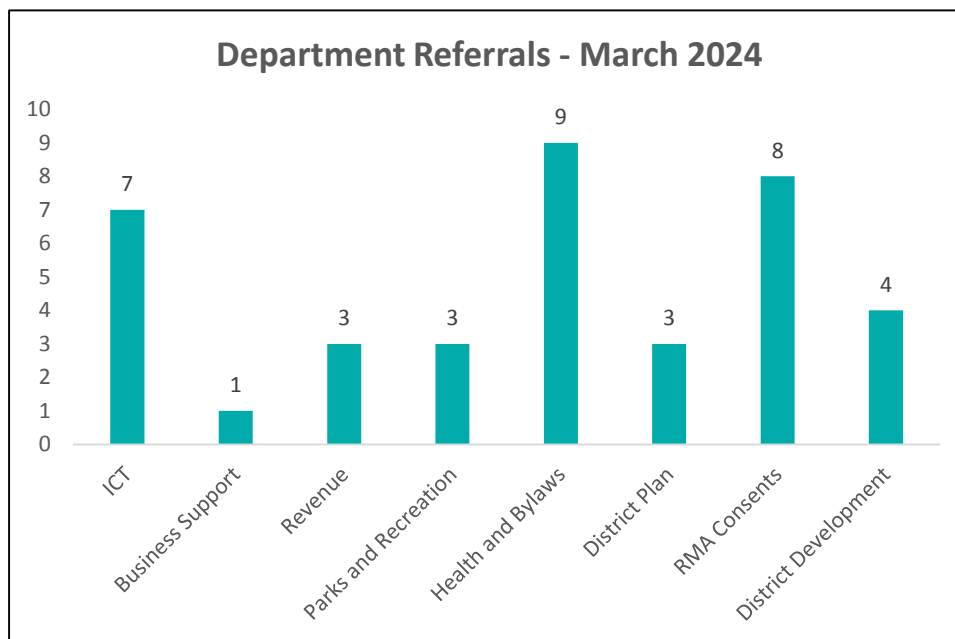
Council have asked for some data to help understand the work involved in the responses. Staff have reviewed the 10 requests received and completed for March 2024 to provide the following information.

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

| Number of days to complete | Number of Requests |
|----------------------------|--------------------|
| 0-4 Days | 7 |
| 5-9 days | 2 |
| 10-14 days | 1 |
| 15-20 Days | - |
| Over 20 days | - |

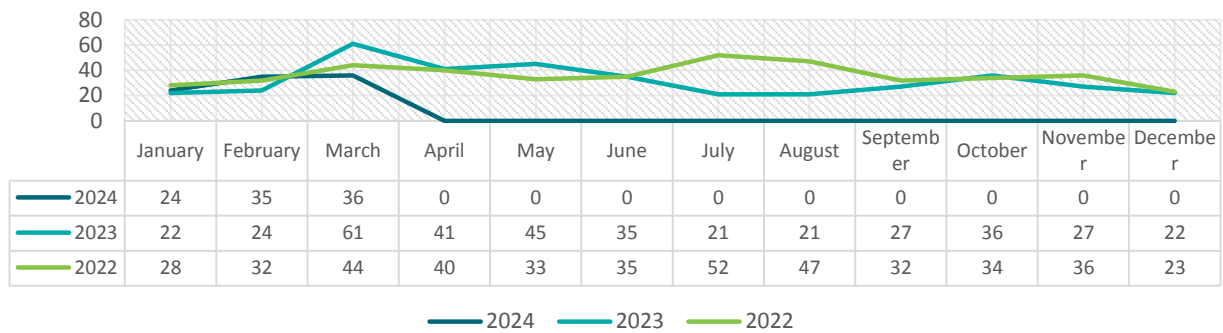
Different departments are responsible for requests that fall within the scope of their functions, and in some cases, multiple departments are involved. In March, the 36 requests received were referred to the following departments (shown as graph).

Please note that the graph represents all departments involved – some requests include more than one department, and therefore may not be the same as the number of requests received.



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

LGOIMAs Received by Month for the 2024 Year



Council Controlled Organisations, and Council Controlled Trading Organisations (CCOs/ CCTO)

The draft Statements of Intent (SOI) from Council's CCOs, Whangarei Art Trust (WAT), Northland Events Centre (2021) Trust (NEC(2021)T) and Whangarei District Airport were presented at the appropriate Committee meeting in March. Northland Regional Landfill Limited Partnership, Council's CCTO, was presented to the April Infrastructure Committee.

The final SOI for all the CCOs/CCTO, must be presented before 1 July 2024.

The half yearly reports for the 6 months ended 31 December 2023 for Whangarei Art Trust and Northland Events Centre (2021) Trust were received at the Community Development Committee meeting in March.

Risk Management and Internal Audit

The Risk and Audit Committee was held on 6 March 2024. The final Delegated Financial Authority Internal Audit Report was reported to the Committee, as well as a one-off report outlining the risks and issues with current staff numbers, and the challenges recruiting and retaining staff.

On 23 March 2024 the Risk and Audit Chairperson Richard Briggs resigned from his position. We are now considering recruitment of a replacement Independent Chairperson for the remainder of the triennium.

Privacy

A privacy officer attended the Team Leaders monthly meeting in March to provide some training on how to prevent and respond to privacy breaches. Further privacy training is planned for April with the Customer Services department.

Insurance

The Material Damage insurance claim for Cyclone Gabrielle is nearing conclusion, with a few minor points of clarity to finalise before settlement.

Council's public liability and professional indemnity insurance policy is due to renew on 30 June 2024, with work beginning in April.

1.5.1 Risk to the Tiriti Relationship

For Democratic, Legal and Assurance operational services, at an operational level there are no current risks to the Tiriti Relationship that have been identified.

1.5.2 Delegated Financial Authority Policy

The current Delegation Financial Authority Policy has been reviewed and a draft policy, along with any changes to the Delegation Register, will be taken to Council in May 2024.

1.6 Legislation changes or updates

Staff will continue to advise Council based on current legislation and are monitoring legislative changes that are coming through parliament for implementation. Changes to legislation on remote attendance, being part of a quorum, will come to Council as amended Standing Orders.

1.7 Future Planning / What's coming next?

The Democracy and Assurance department is a department which has a reoccurring, rolling programme of work relating to the Council meetings and legislative deadlines. The other areas of the team work on a request basis so workloads fluctuate. This includes preparing to support the Long Term Plan hearings and associated Council meetings.

Staff are currently working through a review of the delegations register and the delegations that have been made by Council. Once this is complete it will come to Council for approval.

Council's Insurance brokers are beginning discussions on the renewal for the 2024 Public liability and professional indemnity insurance, which renews in June. More details will be provided to Council as they are available.

The Risk Management Framework requires an update, and a workshop will be arranged with Elected Members for feedback.

2. Strategy

2.1 Health and Safety

No health and safety incidents relating to the department were logged in March. The existing team workload is high with no additional capacity for unplanned work demands. There is a risk to the Council's work programme as most of the department's projects are driven by and heavily reliant on one staff member. When a team member is away due to illness or unplanned matters then that impacts project progress.

2.2 Current Priorities

Current priorities for the team include:

- Ongoing project management and content preparation for audit for the 2024-34 LTP alongside undertaking engagement.
- Supporting the deliverables for non-financial performance measures for the Annual Report (monthly and annual reporting) including confirming readiness of departments to begin reporting.
- Progressing development and engagement on the Future Development Strategy and meeting project milestones.
- Completing the Placemaking Plans for Waipu and Parua Bay to present to Council and the community.
- Recruiting for the position of Climate Change Adaptation Programme Manager.
- Preparing a Statement of Proposal to revoke the Psychoactive Substances Policy for adoption at the April 2024 Council Meeting, enabling public consultation in May 2024.
- Preparing a Statement of Proposal to amend the Alcohol Control Bylaw and proposed alcohol ban areas for adoption at the May 2024 Council Meeting, enabling public consultation in June 2024.
- Preparing a Statement of Proposal to readopt the Easter Sunday Shop Trading Policy for adoption at the April 2024 Council Meeting, enabling public consultation in May 2024.
- Preparing a briefing item finalising the draft Dog Management Policy and Bylaw and planning statutory consultation.
- Contributing to the progress of other cross-Council projects including the Knowledge Precinct, the Northern Growth Area (Springs Flat), and the Housing and Business Capacity Assessment.

Further detail is provided on these projects and workstreams below.

2.3 Performance measures and compliance

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

| Performance Measure | 2023 – 24 target | Compliance |
|---|------------------|--|
| Percentage of policies, bylaws and strategies that are reviewed within the relevant statutory timeframes. | 100% | <p>Review of organisation-wide compliance has been completed.</p> <p>43 statutory documents:</p> <p>10 – due / overdue for review and review is underway.</p> <p>33 – compliant.</p> |

2.4 Current challenges/issues

2023/24 work programme

Statutory work, including corporate planning, bylaws, and the Future Development Strategy, has been prioritised for delivery. Non-statutory work that is already underway will continue, however

non-statutory work planned for the 2023-24 financial year will largely be deferred unless additional funding (internal or external) is received. The proposed approach to the future work programme has been shared with Elected Members through the LTP Briefings and demonstrates adjusted timeframes over the LTP according to the resourcing demands of statutory projects. The exception to this, is the reprioritisation of department staff to support the development of the Northern Growth Area project.

Monitoring of Non-Financial Performance Measures – Annual Report

The underlying issue with the Tech One data for Wastewater is primarily caused by a lack of training and poor process adherence by contractors. Staff have made plans to address this and of course help to sort out the underlying data problems. ICT staff and Water staff have met and all is in hand to sort this out. Elsewhere, the inputting of the remaining measures is progressing well.

Legislative changes

The Fast-track Consenting Bill was addressed in the February Monthly Operational Report for the Resource Consent department. The Bill is out comment now until 19 April 2024. Strategy department will not be specifically making a submission due to resourcing limitations.

2.5 Overview of Operational Activities for March 2024

Corporate Planning

2024-34 Long-Term Plan (LTP)

ICT with input from the LTP project team have developed a bespoke submissions processing system in Sharepoint. Training of Administration staff has commenced with two staff fully up-to-speed. Training materials for subject matter experts is being developed.

The LTP consultation document, supporting documents, and associated policies for consultation alongside the LTP (Fees and Charges, Development Contributions, Revenue and Finance, Significance and Engagement, Rates Remissions) were finalised and adopted by Council.

Consultation itself commenced on 25 March and will continue until 25 April.

2023-24 Annual Report

This is addressed in 'Monitoring of Non-Financial Performance Measures – Annual Report' above.

Spatial Planning

City Centre Programme: Knowledge Precinct Plan

No update since February.

Placemaking Programme: Parua Bay and Waipu

In late March 2024, staff briefed the Senior Leadership Team on the final drafts of the Placemaking Plans for Waipu and Parua Bay. The objective was to receive feedback and comments from SLT that will guide the final amendments to the documents.

Staff met with the Waipu hapu working group for a final review of the Placemaking Plan for Waipu. A meeting with the Parua Bay working group is schedule for the first week of April.

Staff will present the final plans to Elected Members at the Council briefing on 23 April.

Future Development Strategy (FDS)

Following meetings held:

18th March 2024: Joint Workshop of WDC and NRC Elected Members. FDS Working Group members present too. This was a useful session to bring Elected Members up to date and enable

commentary and discussion with staff. In general, there was a good level of support from those that were able to attend.

25th March 2024: Presentation to TTMAC of NRC. Staff fielded questions relating to process (District vs Regional) and the opportunity for hapu outside of the Whangarei district to input and be relevant in the document. Staff are working with NRC staff to respond to those issues that needed further consideration.

Staff are writing the draft strategy with a view to present this to Council in May. Work on technical and supporting documents are continuing.

The Hapū Aspiration Statement is well underway, and the Technical Forum have been meeting regularly. This will be completed by mid-April to be incorporated into the Strategy.

Statutory Policies & Bylaws

Alcohol Control Bylaw

In late March 2024, staff briefed Council on feedback received during early engagement and on potential approaches to the alcohol ban areas made under the authority of the Bylaw.

Psychoactive Substances Policy

Council was briefed on its options on 26 March 2024 and Elected Members gave clear feedback to follow the statutory steps to revoke the redundant Policy. While the Policy is within the responsibility of the Community Group, the Strategy department will lead this work.

Easter Sunday Shop Trading Policy

Council was briefed on options to review the Policy on 26 March 2024, all of which require public consultation.

Dog Management Policy and Bylaw

Staff have finalised drafts for statutory consultation, including a Statement of Proposal for adoption at the April Council Meeting. Staff have also continued engagement planning, including coordinating the consultation approach with communications staff and finalising the GIS maps.

Climate Change

General Engagement

Following the adoption of the Coastal Protection Policy in February, the Strategy department resourced a presentation by Coastal Scientist Jim Dahm of Eco Nomos Ltd. The presentation focussed on understanding coastal erosion and management approaches. It provided a beneficial learning opportunity and was open to practitioners, Elected Members and Council staff.

Climate Adaptation Programme - Whangaruru Ōākura catchment

On hold – pending the recruitment of the role Climate Change Adaptation Programme Manager.

Punaruku flood mitigation – Better Off funding

The business case to address flood mitigation at Punaruku has been completed. A site visit is booked for Friday 5th April for the project team and the Punaruku Awa Working Group to speak to the ward Councillors, Committee Chairs and senior staff about the problems for the community and the potential solutions.

Hapū led adaptation - Better Off Funding

On hold – pending the recruitment of the role Climate Change Adaptation Programme Manager.

2.5.1 Risk to the Tiriti Relationship

The Department work programme presents risks to Council's relationship with its Te Tiriti partners, primarily due to project timeframes and resourcing impacting the ability to have meaningful engagement. Project teams, facilitated by Māori Outcomes, have communicated the benefits of working together while also communicating the constraints and risks transparently to hapū. At the March 2024 meeting of Te Karearea at Ngararatunua Marae, the haukainga identified a multitude of Council initiated or led projects seeking engagement with tangata whenua. Ngāti Kahu o Torongare committed approximately 5000 hours to these projects over 12 months. The majority of the projects were led by the Strategy department.

2.5.2 Delegated Financial Authority Policy

Nothing to report for March 2024.

2.6 Legislation changes or updates

Addressed in section 2.4.

2.7 Future Planning / What's coming next?

Corporate Planning

2024-34 Long Term Plan:

Consultation on the LTP and consultations alongside this will continue until 25 April.

Submissions have started coming in and engagement will be held as follows:

- Business After 5 evening, 5:30-7:00pm, Wednesday 3 April at Te Iwitahi civic centre, Rust Ave.
- Drop-in session at Hikurangi District War Memorial Hall, 4:00pm to 6:00pm, Thursday 4 April.
- Drop-in session at Parua Bay Community Centre, 11:00am to 1:00pm, Saturday 6 April.
- LTP Workshop with interested community associations at Te Iwitahi civic building (Rust Ave), 5:30-8:00pm, Monday 8 April.
- Drop-in session at Ruakākā Recreation Centre, 4:30-6:30pm, Tuesday 9 April.
- Drop-in session at Te Iwitahi civic building (Rust Ave), 4:00-6:00pm, Thursday 11 April.

People who indicate that they would like a hearing will be contacted and scheduled from 2 May.

Preliminary work is underway on the Issues and Options report.

Annual Report

Data entry for the 2023-24 financial year remains the focus.

Spatial Planning

City Centre Programme: Knowledge Precinct Plan

Council is looking to engage a consultant in April to progress initial analysis that was started in 2023 and finalise a project plan to produce a Precinct Plan. This is funded out of the staff salary budget. Integration with the teams/consultant working on Forum North are ongoing.

Placemaking Programme: Parua Bay & Waipu Placemaking Plans

Staff are working on the completion of the final Placemaking Plan. Staff are aiming for a briefing on 23 April before finalising in June (noting the project lead is on leave in May).

Future Development Strategy

The immediate focus for staff is to finalise a draft Strategy, as well as all supporting background/technical documents. This will then be worked through with the Governance Working

Group before being taken to a Council Briefing later in April. A paper will then be presented to Council on 23rd May for adoption of the FDS Consultation Document. A similar process will be run for NRC.

Hapū members will continue to progress the Hapū Aspiration Statement. The statement (which is a requirement under the National Policy Statement on Urban Development) will sit alongside and as part of the FDS. The statement will be finalised by the 12th April.

A joint workshop between Te Kārearea Strategic Partnership Committee and Te Taitokerau Maori and Council Working Party and Council will be organised to socialise the Hapū Aspiration Statement and the preferred spatial scenario.

Northern Growth Area

This project is being led from Infrastructure Planning and through a Control Group that includes members of SLT. The Strategy department will be a key input and stakeholder to this work, supporting investigations of potential processes and relationship options for undertaking spatial planning and regulatory planning responses. The significant challenge is that some work is already underway (transport) and the planning framework is in place. However, further work is needed to agree on outcomes across the Council and likely with partners, landowners, and developers. Given existing staff resource constraints, external support has been brought in to support Council.

Policies & Bylaws

Alcohol Control Bylaw

Staff are working on incorporating the feedback from Elected Members at the Council Briefing on 26 March 2024 into a decision report for the May Council Meeting.

Easter Sunday Shop Trading Policy

Staff are working on a Statement of Proposal to readopt the Policy at the upcoming 24 April Council Meeting. Statutory consultation is scheduled to run from 1 May to 3 June.

Psychoactive Substances Policy

Staff are working on a Statement of Proposal to revoke the redundant Policy at the upcoming 24 April Council Meeting. Statutory consultation is scheduled to run from 1 May to 3 June.

Dog Management Policy and Bylaw

A Statement of Proposal will be presented to Council for adoption at the upcoming 24 April Council Meeting. Staff are preparing for statutory consultation, which is scheduled to run from 1 May to 3 June.

Climate Change

General Engagement

Following the adoption of the Coastal Protection Policy in February, communication staff are intending to develop a framework and timeline for a limited number of workshops with the community to support the understanding of sea level rise and nature-based solutions. It will also be an opportunity to raise awareness of the community adaptation planning programme of work.

Climate Adaptation Programme - Whangaruru Ōākura catchment

Staff will continue to progress the recruitment of the role Climate Change Adaptation Programme Manager.

Punaruku flood mitigation – Better Off Funding

Pending the outcome of the meeting and site visit on the 5th April, the project team and Punaruku Awa Group will present to Elected Members and Te Karearea Strategic Partnership Committee.

Hapū led adaptation - Better Off Funding

Staff will continue to progress the recruitment of the role Climate Change Adaptation Programme Manager.

3. Māori Outcomes

3.1 Health and Safety

No issues raised related to workload or environment. Māori Outcomes continue to monitor demands on its capacity.

3.2 Current Priorities

Ongoing priority is enhancement of organisational cultural capability and engagement with Māori.

3.3 Performance measures and compliance

Council will take appropriate account of the principles of the Treaty of Waitangi by maintaining and improving opportunities for Māori to contribute to local government decision-making processes.

Note: Due to no service level indicators in the Long-Term Plan 2021-2031, following measures reflect responsibilities of Māori Outcomes until the LTP 2024-34 comes into effect.

| Performance Measure | 2022 – 23 target | Compliance |
|---|------------------|---|
| Collaborate and lead the development and continuous improvement of tools, frameworks, and materials that enhances organisational cultural understanding, capability, and improved delivery. | 100% | The cultural capability survey has been reviewed and has provided good data to inform the cultural capability framework. |
| Develop a framework to increase Council's competency and understanding of effective engagement with Māori including developing capability around Māori culture and traditions, enhancing processes to support Māori outcomes and to develop Māori capacity to contribute. | 100% | Operating in lieu of an engagement framework and without budget, the framework design remains in suspension. Internal Māori engagement guidelines have been drafted |
| Enhance the Māori Community's understanding of council business and operations through establishing and maintaining effective working relationships with their representatives. | 100% | Ongoing for urban and coastal based whānau/hapū & three of the six tribal entities who sit across the district. Due to little Council activities for inland rural whānau/hapū, relations are being grown within Whangārei-wide initiatives and activities. |
| Work alongside hapū/iwi to ensure they have effective opportunities to engage meaningfully with the Council in respect of their environmental, co-governance, wāhi tapu, kaitiakitanga and other aspirations. | 100% | Ongoing for urban and coastal based whānau/hapū & three of the six tribal entities who sit across the district. Due to little Council activities for inland rural whānau/hapū, relations are being grown within Whangārei-wide initiatives and activities. |
| Lead the provision of advice and guidance from a Māori perspective on policy, technical and development issues undertaken by management and council committees. | 100% | Ongoing, with Koha and Payment policy sitting in draft. |

| | | |
|---|------|---|
| Work collaboratively at a strategic level to ensure that WDC's response to upcoming changes within Local Government are reflective of its commitment to long term effective partnership with mana whenua. | 100% | With a new government formed, this now sits in suspension. With a new government now formed, this work will now to be reviewed and implemented as it becomes available. |
| Provide expert advice on the impact of changing legislation relating to Māori on internal processes and protocols. | 100% | With a new government formed, this now sits in suspension. With a new government now formed, this work will now to be reviewed and implemented as it becomes available. |
| Lead the proactive facilitation of opportunities and challenges between Māori and council to enhance relationships and outcomes. | 100% | Ongoing for urban and coastal based whānau/hapū & three of the six tribal entities who sit across the district. Due to little Council activities for inland rural whānau/hapū, relations are being grown within Whangārei-wide initiatives and activities. |

3.4 Current challenges/issues

Māori Outcomes is responsible for shaping working frameworks for *Cultural Capability* and *Māori Engagement*, which shape continues to be informed by all live and forthcoming programs of work and activities across the organisation and engagement with the Whangārei tribes.

3.4.1 Risk to the Tiriti Relationship

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

NGĀ HAPŪ O WHANGĀREI | TE HUINGA | TE KĀREAREA

- The Te Kārearea Strategic Partnership Standing Committee is the Council committee which half of the membership of eight members is made up by hapū appointments.
- Te Huinga is a hapū forum established to provide an interface with Whangārei District Council who also facilitate hapū member appointments to Te Kārearea now in their second term as a standing committee in the Council's governance structure.

- While both Te Huinga and Te Kārearea are the two Whangārei hapū representation bodies for the full collective of Whangārei district-based tribes, not all hapū are active members within Te Huinga nor participate in the appointment process to Te Kārearea. To this end, and Whangārei District Council's prioritisation of hapū agency via mandated hapū delegates/delegations provides wider engagement coverage. Within this space an informal forum allows for all hapū of Whangārei to engage priority Council matters of importance, programs, and activities.

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

3.5 Overview of Operational Activities for February

Cultural Capability support for:

- Internal whakataū
- Māori Engagement Guidelines
- Cultural Competency for Elected Members
- Tiriti Training planning
- Whakawatea | Kioreroa Mains Replacement project

Māori Engagement support for:

Hapū/Iwi Engagement

- Māori Wellbeing Fund
- Aotearoa Reorua
- Welcoming Communities
- Kauri Protection plan
- Papakāinga Contestable Fund
- Marine and Coastal Area Act Hearings
- Matters of Importance to Māori- Sites of Significance, Tangata whenua and Papakainga chapters, Biodiversity.
 - Airport CVA facilitator
 - Northern Growth project – Synergie contractor
 - Ngāti Wai – Adaptation climate plan
 - Kioreroa – Opuā sign
 - Boat ramps
 - Pensioner Housing
 - Parua Bay projects
 - Ruakākā Cemetery Development
 - Cruise ship to Whangārei
 - Punaruku Access and Flooding Mitigation

Hapū Engagement

- Ngunguru Seawall Project
- Resource Management Consents
- Patuharakeke Environmental Team H&S Training
- Triage Patuharakeke consents
- Oakura Catchment Climate Adaptation Pilot Program

Internal Meetings

- Infrastructure Planning

- Resource Management
- Infrastructure Capital Programmes
- Papakāinga contestable fund
- Homelessness - Operational Meeting

Te Kārearea | Council Standing Committee

- Council Briefing
- March hapū hosted meeting (Ngāraratunua Marae).

3.5.1 Delegated Financial Authority Policy

Nothing to note.

3.6 Legislation changes or updates

As reported under the former government, there was a suite of legislation reforms being generated by central government, a general observation at the time was a strengthening of the Tiriti o Waitangi-relationship. However, with the new government now formed there is a strong indication of a reversal of priorities under the Tiriti o Waitangi.

3.7 Future Planning / What's coming next?

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

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

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 Confidential Minutes Strategy, Planning and Development Committee 21 March 2024 1.2 Marina Updates | Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 198 | Section 48(1)(a) |

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

| Item | Grounds | Section |
|-------------|--|----------------------|
| 1.1 | For the reasons as stated in the open minutes | |
| 1.2 | To enable Council to carry on without prejudice or disadvantage commercial activities. To enable Council to carry on without prejudice or disadvantage negotiations (including commercial and industrial negotiations). | S7(2)(h) S7(2)(i) |

Resolution to allow members of the public to remain

If the committee wishes members of the public to remain during discussion of confidential items the following additional recommendation will need to be passed:

Move/Second

"That _____ be permitted to remain at this meeting, after the public has been excluded, because of his/her/their knowledge of Item _____.

This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because _____.