



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Regulatory Compliance Committee Meeting


Tuesday, 7 September 2021

Time: 1.00 pm

**Location: Held Electronically via Microsoft
Teams**

Membership:

Chairperson Kelly Stratford
Cr Dave Collard
Mayor John Carter
Cr David Clendon
Deputy Mayor Ann Court
Cr Rachel Smith
Cr John Vujcich
Member Belinda Ward

 <p>Far North District Council <i>Te Kaunihera o Tai Tokerau ki te Raki</i></p>	Authorising Body	Mayor/Council
	Status	Standing Committee
COUNCIL COMMITTEE	Title	Regulatory Compliance Committee Terms of Reference
	Approval Date	19 December 2019
	Responsible Officer	Chief Executive

Purpose

The purpose of the Regulatory Compliance Committee (the Committee) is to implement and monitor regulatory compliance and statutory matters on behalf of the Governing Body. The Committee will conduct hearings (except those under the *Resource Management Act 1991*) and undertake any functions as requested or delegated by Council from time to time provided the functions conform to the *Local Government Act 2002*.

The Committee will have functional responsibility for the following aspects:

- Hearings (excluding RMA and DLC)
- Regulatory activities
- Regulatory policies and bylaws
- Regulatory compliance
- Mana Whakahono

To perform his or her role effectively, each Committee member must develop and maintain his or her skills and knowledge, including an understanding of the Committee's responsibilities and key legislation.

Delegations

The Regulatory Compliance Committee shall have the following delegated powers and be accountable to Council for the exercising of these powers. In exercising the delegated powers, the Regulatory Compliance Committee will operate within:

- policies, plans, standards or guidelines that have been established and approved by Council;
- the overall priorities of Council;
- the needs of the local communities; and
- the approved budgets for the activity.

Power to Delegate

The Regulatory Compliance Committee may not delegate any of its responsibilities, duties or powers.

Membership

The Council will determine the membership of the Regulatory Compliance Committee.

The Regulatory Compliance Committee will comprise of at least six elected members (one of which will be the chairperson).

When the Regulatory Compliance Committee is meeting as a Hearing Committee, the Chairperson and a majority of the Committee members must be accredited commissioners under the relevant Act.

When the Regulatory Compliance Committee is meeting as a Hearing Committee, the Chairperson shall hold the 'chair certification' as per the Act.

The Committee membership for each hearing shall be appointed by the Chairperson of the

Regulatory Compliance Committee together with the Chief Executive and will normally comprise the core Regulatory Compliance Committee members.

The Regulatory Compliance Committee will comprise of at least six elected members (one of which will be the chairperson).

Mayor Carter

Kelly Stratford – Chairperson

Dave Collard – Deputy Chairperson

John Vujcich

Rachel Smith

David Clendon

Ann Court

Belinda Ward – Bay of Islands-Whangaroa Community Board Chair

Adele Gardner – Te Hiku Community Board Chair

Non-appointed councillors may attend Regulatory Compliance Committee (but not Hearings) with speaking rights, but not voting rights.

Quorum - Committee

The quorum at a meeting of the Regulatory Compliance Committee is 4 members.

Frequency of Meetings

The Regulatory Compliance Committee shall meet every 6 weeks but may be cancelled if there is no business.

Committees Responsibilities

The Committees responsibilities are described below:

Hearings, Objections and Appeals

- Conduct hearings, as delegated by Council, in accordance with the relevant legislative and policy requirements (excluding Resource Management Act and District Licensing)
- Approve and monitor Council's list of hearing Commissioners for Resource Management Act and District Licensing hearings.

Regulatory Activities

- Assess and provide advice to Council on level of service and policy issues relating to:
 - regulatory matters; and
 - provision of services
- Reviewing and making recommendations to the Chief Executive in respect to functions and activities within the purpose of the Committee regarding codes of practice.

Policies and Bylaws

- Recommend the development and review of Council's regulatory policies and district bylaws
- Make a recommendation where in a bylaw the Council has specified that a matter be regulated, controlled or prohibited by the Council by resolution (eg dog areas under the dog control bylaw, speed limits)

Compliance

- Ensure that Council's planning and regulatory functions comply with legislative requirements and Council policy and processes
- Monitor operational functions comply with legislative requirements and Council policy
 - BCA (building consents)
 - RMA (resource consents)
- Ensure that consents associated with Council's infrastructure are being met and renewals are planned for
- Receive traffic light reports on regulatory compliance (policy, plans, functions and bylaws) such as:
 - District Plan (when proposed)
 - Building Act
 - Resource Management Act
 - Licences (various acts)
 - Animal management

Mana Whakahono-ā-Rohe (Mana Whakahono)

- Monitor regulatory matters arising from Mana Whakahono under the Resource Management Act 1991.

The committee seeks to foster and encourage participation and engagement with constituents.

HEARINGS, OBJECTIONS AND APPEALS

Regulatory Compliance Committee, meeting as a Hearing Committee

The Regulatory Committee, when meeting as a Hearing Committee, shall be delegated authority to hear and determine matters as follows:

Public Works Act 1981

Public work requirements.

Local Government Act 2002

Objections against the construction of public works on private land.

Local Government Act 1974

Objections and appeals to road stopping proposals.

Fencing of Swimming Pools Act 1987

Applications for exemption, waiver or compliance.

Delegated decisions

- Requests for review or objections to delegated decisions by the Committee and/or delegated officers.
- Appeals against decisions made by officials acting under delegated authority in accordance with approved Council Policy.

Dog Control Act 1996

Objections.

Gambling Act 2003, Health Act 1956 and Building Act 2004

Hearings, objections and related matters.

And any other such matters as required under the legislation (but not Resource Management Act or the Supply and Sale of Alcohol Act for matters outside the district licensing committee).

Rules and Procedures

Council's Standing Orders and Code of Conduct apply to all the committee's meetings.

Annual reporting

The Chair of the Committee will submit a written report to the Chief Executive on an annual basis. The review will summarise the activities of the Committee and how it has contributed to the Council's governance and strategic objectives. The Chief Executive will place the report on the next available agenda of the governing body.

REGULATORY COMPLIANCE COMMITTEE - MEMBERS REGISTER OF INTERESTS

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Hon John Carter QSO	Board Member of the Local Government Protection Programme	Board Member of the Local Government Protection Program		
	Carter Family Trust			
Kelly Stratford (Chair)	KS Bookkeeping and Administration	Business Owner, provides book keeping, administration and development of environmental management plans	None perceived	Step aside from decisions that arise, that may have conflicts
	Waikare Marae Trustees	Trustee	Maybe perceived conflicts	Case by case basis
	Bay of Islands College	Parent Elected Trustee	None perceived	If there was a conflict, I will step aside from decision making
	Karetu School	Parent Elected Trustee	None perceived	If there was a conflict, I will step aside from decision making
	Māori title land – Moerewa and Waikare	Beneficiary and husband is a shareholder	None perceived	If there was a conflict, I will step aside from decision making
	Sister is employed by Far North District Council			Will not discuss work/governance matters that are confidential
	Gifts - food and beverages	Residents and ratepayers may 'shout' food and beverage	Perceived bias or predetermination	Case by case basis
	Taumarere Counselling Services	Advisory Board Member	May be perceived conflicts	Should conflict arise, step aside from voting
	Sport Northland	Board Member	May be perceived conflicts	Should conflict arise, step aside from voting
	He Puna Aroha Putea Whakapapa	Trustee	May be perceived conflicts	Should conflict arise, step aside from voting should they apply for funds
	Kawakawa Returned Services Association	Member	May be perceived conflicts	Should conflict arise, step aside from voting should they apply for funds
	Whangaroa Returned Services Association	Member	May be perceived conflicts	Should conflict arise, step aside from voting should they apply for funds

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	National Emergency Management Advisor Committee	Member		Case by case basis
	Te Rūnanga ā Iwi o Ngāpuhi	Tribal affiliate member	As a descendent of Te Rūnanga ā Iwi o Ngāpuhi I could have a perceived conflict of interest in Te Rūnanga ā Iwi o Ngāpuhi Council relations	Declare a perceived conflict should there appear to be one
	Te Rūnanga ā Iwi o Ngāti Hine	Tribal affiliate member	Could have a perceived conflict of interest	Declare a perceived conflict should I determine there is a conflict
	Kawakawa Business and Community Association	Member		Will declare a perceived conflict should there appear to be one
Kelly Stratford - Partner	Chef and Barista	Opua Store	None perceived	
	Māori title land – Moerewa	Shareholder	None perceived	If there was a conflict of interest, I would step aside from decision making
David Collard (Deputy Chair)	Snapper Bonanza 2011 Limited	45% Shareholder and Director		
	Trustee of Te Ahu Charitable Trust	Council delegate to this board		
David Clendon	Chairperson – He Waka Eke Noa Charitable Trust	None		Declare if any issue arises
	Member of Vision Kerikeri	None		Declare if any issue arises
	Joint owner of family home in Kerikeri	Hall Road, Kerikeri		
David Clendon – Partner	Resident Shareholder on Kerikeri Irrigation			
Deputy Mayor Ann Court	Waipapa Business Association	Member		Case by case
	Warren Pattinson Limited	Shareholder	Building company. FNDC is a regulator and enforcer	Case by case
	Kerikeri Irrigation	Supplies my water		No
	District Licensing	N/A	N/A	N/A
	Ann Court Trust	Private	Private	N/A
	Waipapa Rotary	Honorary member	Potential community funding submitter	Declare interest and abstain from voting.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Properties on Onekura Road, Waipapa	Owner Shareholder	Any proposed FNDC Capital works or policy change which may have a direct impact (positive/adverse)	Declare interest and abstain from voting.
	Property on Daroux Dr, Waipapa	Financial interest	Any proposed FNDC Capital works or policy change which may have a direct impact (positive/adverse)	Declare interest and abstain from voting.
	Flowers and gifts	Ratepayer 'Thankyou'	Bias/ Pre-determination?	Declare to Governance
	Coffee and food	Ratepayers sometimes 'shout' food and beverage	Bias or pre-determination	Case by case
	Staff	N/A	Suggestion of not being impartial or pre-determined!	Be professional, due diligence, weigh the evidence. Be thorough, thoughtful, considered impartial and balanced. Be fair.
	Warren Pattinson	My husband is a builder and may do work for Council staff		Case by case
Ann Court - Partner	Warren Pattinson Limited	Director	Building Company. FNDC is a regulator	Remain at arm's length
	Air NZ	Shareholder	None	None
	Warren Pattinson Limited	Builder	FNDC is the consent authority, regulator and enforcer.	Apply arm's length rules
	Property on Onekura Road, Waipapa	Owner	Any proposed FNDC capital work in the vicinity or rural plan change. Maybe a link to policy development.	Would not submit. Rest on a case by case basis.
Rachel Smith	Friends of Rolands Wood Charitable Trust	Trustee		
	Mid North Family Support	Trustee		
	Property Owner	Kerikeri		
	Friends who work at Far North District Council			
	Kerikeri Cruising Club	Subscription Member		
	Vision Kerikeri	Financial Member		
Rachel Smith (Partner)	Property Owner	Kerikeri		
	Friends who work at Far North District Council			

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Kerikeri Cruising Club	Subscription Member and Treasurer		
	Vision Kerikeri	Financial Member		
	Town and General Groundcare Limited	Director, Shareholder		
John Vujcich	Board Member	Pioneer Village	Matters relating to funding and assets	Declare interest and abstain
	Director	Waitukupata Forest Ltd	Potential for council activity to directly affect its assets	Declare interest and abstain
	Director	Rural Service Solutions Ltd	Matters where council regulatory function impact of company services	Declare interest and abstain
	Director	Kaikohe (Rau Marama) Community Trust	Potential funder	Declare interest and abstain
	Partner	MJ & EMJ Vujcich	Matters where council regulatory function impacts on partnership owned assets	Declare interest and abstain
	Member	Kaikohe Rotary Club	Potential funder, or impact on Rotary projects	Declare interest and abstain
	Member	New Zealand Institute of Directors	Potential provider of training to Council	Declare a Conflict of Interest
	Member	Institute of IT Professionals	Unlikely, but possible provider of services to Council	Declare a Conflict of Interest
Belinda Ward	Ward Jarvis Family Trust	Trustee		
	Kenneth Jarvis Family Trust	Trustee		
	Residence in Watea			
Belinda Ward (Partner)	Ward Jarvis Family Trust	Trustee and beneficiary		
	Kenneth Jarvis Family Trust	Trustee and beneficiary		
	Residence in Watea	Trustee		
Adele Gardner	N/A - FNDC Honorarium			
	Te Hiku Education Trust	Trustee		
	Te Ahu Charitable Trust	Trustee		
	ST Johns Kaitaia Branch	Trustee/ Committee Member		
	Te Hiku Sports Hub Committee			
	I know many FNDC staff members as I was an			

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	FNDC staff member from 1994-2008.			
Partner of Adele Gardner	N/A as Retired			

Far North District Council
Regulatory Compliance Committee Meeting
will be held in the Held Electronically via Microsoft Teams on:
Tuesday 7 September 2021 at 1.00 pm

Te Paeroa Mahi / Order of Business

1	Karakia Timatanga – Opening Prayer.....	13
2	Nga Whakapāha Me Ngā Pānga Mema / Apologies and Declarations of Interest.....	13
3	Te Tono Kōrero / Deputation.....	13
4	Confirmation of Previous Minutes.....	14
	4.1 Confirmation of Previous Minutes.....	14
5	Information Reports.....	19
	5.1 Annual Report on Dog Control Policy and Practices 2020/2021	19
	5.2 Significant Flora and Fauna Assessment under the Operative District Plan and Draft Proposed District Plan	35
	5.3 Resource Consent Update	47
	5.4 District Services Monthly Business Report for July 2021	56
	5.5 Regulatory Compliance Committee Action Sheet Update September 2021	96
6	Karakia Whakamutunga – Closing Prayer.....	98
7	Te Kapinga Hui / Meeting Close.....	98

1 KARAKIA TIMATANGA – OPENING PRAYER**2 NGA WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND DECLARATIONS OF INTEREST**

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Committee and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a Member thinks they may have a conflict of interest, they can seek advice from the Chief Executive Officer or the Team Leader Democracy Support (preferably before the meeting).

It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

3 TE TONO KŌRERO / DEPUTATION

No requests for deputations were received at the time of the Agenda going to print.

4 CONFIRMATION OF PREVIOUS MINUTES

4.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A3052646

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

The minutes of the previous Regulatory Compliance Committee meeting are attached to allow the Committee to confirm that the minutes are a true and correct record.

RECOMMENDATION

That the Regulatory Compliance Committee confirms that the minutes of the meeting of the Committee held 20 July 2021 are a true and correct record.

1) BACKGROUND

Local Government Act 2002 Schedule 7 clause 28 states that a local authority must keep minutes of its proceedings. The minutes of these proceedings duly entered and authenticated as prescribed by a local authority are prima facie evidence of those meetings.

2) DISCUSSION AND OPTIONS

The minutes of the meeting are attached. Far North District Council Standing Orders Section 27.3 states that no discussion shall arise on the substance of the minutes in any succeeding meeting, except as to their correctness.

Reason for the recommendation

The reason for the recommendation is to confirm the minutes are a true and correct record of the previous meeting.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or the need for budgetary provision as a result of this report.

ATTACHMENTS

- 1. 2021-07-20 Regulatory Compliance Committee Minutes - A3286692**  

Compliance schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This report complies with the Local Government Act 2002 Schedule 7 Section 28.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each meeting to confirm their minutes therefore the views of another meeting are not relevant.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications on Māori in confirming minutes from a previous meeting. Any implications on Māori arising from matters included in meeting minutes should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences.	This report is asking for the minutes to be confirmed as true and correct record, any interests that affect other people should be considered as part of the individual reports.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision arising from this report.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

**MINUTES OF FAR NORTH DISTRICT COUNCIL
REGULATORY COMPLIANCE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON TUESDAY, 20 JULY 2021 AT 1.00 PM**

PRESENT: Chairperson Kelly Stratford, Deputy Chairperson Dave Collard, Deputy Mayor Ann Court, Cr Rachel Smith, Cr John Vujcich, Member Adele Gardner, Member Belinda Ward

STAFF PRESENT: Shaun Clarke (Chief Executive Officer), William J Taylor, MBE (General Manager Corporate Services), Dean Myburgh (General Manager Districts Services), Andy Finch (General Manager Infrastructure and Asset Management), Darren Edwards (General Manager Strategic Planning and Policy), Richard Edmondson (Manager – Communications), Rochelle Deane (Manager – Environmental Services), Trent Blakeman (Manager – Building Services), Minnie Fox (Intermediate Resource Planner) Marlema Baker (Meeting Administrator)

1 KARAKIA TIMATANGA – OPENING PRAYER

Chairperson Kelly Stratford commenced the meeting with a karakia.

2 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND DECLARATIONS OF INTEREST

APOLOGY

RESOLUTION 2021/17

Moved: Deputy Chairperson Dave Collard

Seconded: Cr John Vujcich

That the apologies received from His Worship the Mayor and Cr David Clendon be accepted and leave of absence granted.

CARRIED

3 NGĀ TONO KŌRERO / DEPUTATION

Leonie Exel – Community Animal Advocate speaking to the Significant Flora and Fauna Assessment.

1. What is the extent of the bounds and limitations of the assessment?
2. What is the legal cost to Council from all challenges from the public on dog bans, and what is it likely to be in the future?
3. Has there been a review of the supporting information for banning dogs?
4. What are the intended and unintended consequences of banning pets from the district?
5. Where does the current practices of the Far North District Council clash with it's own documentation and with Legislation?
6. What alternatives are there to what is in place now?

Ngahau Davis – He Iwi Kotahi Tatou Trust, speaking to Council's implementation of ticketing people for not having Warrants of Fitness and Registrations

1. Represents an area of the demographics of "Haves" and "Have Nots"
2. Feels the implementation of ticketing for no warrants and/or registrations has the potential to make criminals out of people who are good people.

3. Rural isolation, high unemployment etc are real issues in our lower socio-economics areas. We need to listen to the voice of the most vulnerable.
4. Wants to help to find a solution to help people to help meet compliance.

4 CONFIRMATION OF PREVIOUS MINUTES

4.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 4.1 document number A3052620, pages 14 - 18 refers

RESOLUTION 2021/18

Moved: Deputy Mayor Ann Court

Seconded: Cr Dave Collard

That the Regulatory Compliance Committee confirms that the minutes of the meeting of the Committee held 4 May 2021 are a true and correct record.

CARRIED

5 INFORMATION REPORTS

5.1 DISTRICT SERVICES MONTHLY BUSINESS REPORT FOR MAY 2021

Agenda item 5.1 document number A3265651, pages 19 - 59 refers

RESOLUTION 2021/19

Moved: Deputy Mayor Ann Court

Seconded: Deputy Chairperson Dave Collard

That the Regulatory Compliance Committee receive the report District Services Monthly Business Report for May 2021.

CARRIED

5.2 SIGNIFICANT FLORA AND FAUNA ASSESSMENT

Agenda item 5.2 document number A3267393, pages 60 - 102 refers

RESOLUTION 2021/20

Moved: Cr Rachel Smith

Seconded: Chairperson Kelly Stratford

That the Regulatory Compliance Committee:

- a) receive the report Significant Flora and Fauna Assessment; and

CARRIED

- b) that a joint report be presented to address both the operative and draft proposed district plan provisions as they are applied as part of resource consent considerations and practices.

In Favour: Chairperson Kelly Stratford, Deputy Chairperson Dave Collard, Crs Rachel Smith and John Vujcich

Against: Deputy Mayor Ann Court and Member Belinda Ward

CARRIED

Meeting adjourned 2:09 pm – 2:15 pm
Cr Rachel Smith left the meeting 2:38 pm

5.3 BCA COMPLIANCE UPDATE

Agenda item 5.3 document number A3263832, pages 103 - 104 refers

RESOLUTION 2021/21

Moved: Chairperson Kelly Stratford

Seconded: Deputy Mayor Ann Court

That the Regulatory Compliance Committee receive the report BCA Compliance Update.

CARRIED

5.4 REGULATORY COMPLIANCE COMMITTEE ACTION SHEET UPDATE JULY 2021

Agenda item 5.4 document number A3280040, pages 105 - 107 refers

RESOLUTION 2021/22

Moved: Member Belinda Ward

Seconded: Cr John Vujcich

That the Regulatory Compliance Committee receive the report Action Sheet Update July 2021.

CARRIED

5 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

Chairperson Stratford closed the meeting with a karakia.

6 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 2:46 pm.

The minutes of this meeting will be confirmed at the Regulatory Compliance Committee Meeting held on 7 September 2021.

.....
CHAIRPERSON

5 INFORMATION REPORTS

5.1 ANNUAL REPORT ON DOG CONTROL POLICY AND PRACTICES 2020/2021

File Number: A3336354

Author: Rochelle Deane, Manager - Environmental Services

Authoriser: Dean Myburgh, General Manager - District Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

That the Committee receives the Annual Report on Dog Control Policy and Practices 2020/2021

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

Section 10A of the Dog Control Act 1996 requires each territorial authority to report on its dog control policy and practices and provide specific statistical information.

This report acts as a medium for this information and is an update on the progress and processes of the Far North District Council Animal Management services.

The attached report will be submitted to the Department of Internal Affairs and a link to the document will be made publicly available on the FNDC website (Attachment 1).

TŪTOHUNGA / RECOMMENDATION

That the Regulatory Compliance Committee receive the report Annual Report on Dog Control Policy and Practices 2020/2021.

TĀHUHU KŌRERO / BACKGROUND

The Dog Control Act 1996 requires all territorial authorities to report annually to the Department of Internal Affairs on their dog control activity. The information assists central government to assess national trends and developments. This requirement below came into place through the Dog Control Amendment Act 2003, which came into force on 1 December 2003:

10A Territorial authority must report on dog control policy and practices

- (1) A territorial authority must, in respect of each financial year, report on the administration of—
 - a) its dog control policy adopted under section 10; and
 - b) its dog control practices.
- (2) The report must include, in respect of each financial year, information relating to—
 - a) the number of registered dogs in the territorial authority district;
 - b) the number of probationary owners and disqualified owners in the territorial authority district;
 - c) the number of dogs in the territorial authority district classified as dangerous under section 31 and the relevant provision under which the classification is made;
 - d) the number of dogs in the territorial authority district classified as menacing under section 33A or section 33C and the relevant provision under which the classification is made;
 - e) the number of infringement notices issued by the territorial authority;
 - f) the number of dog related complaints received by the territorial authority in the previous year and the nature of those complaints;

- g) the number of prosecutions taken by the territorial authority under this Act.
- (3) The territorial authority must give public notice of the report—
- a) by means of a notice published in—
- i. 1 or more daily newspapers circulating in the territorial authority district; or
 - ii. 1 or more other newspapers that have at least an equivalent circulation in that district to the daily newspapers circulating in that district; and
- b) by any means that the territorial authority thinks desirable in the circumstances.
- (4) The territorial authority must also, within 1 month after adopting the report, send a copy of it to the Secretary for Local Government.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

- All Dog Control functions in the district are carried out in-house which includes the administration, field and shelter services. FNDC have a total of ten Animal Management Officers across the district, which includes a Team Leader and Senior Officers.

This team is responsible for the reactive response to complaints about dogs at large or causing nuisance, ensuring compliance with the Dog Control Act 1996 and the Far North District Council Dog Management Policy and Bylaw, encouraging responsible dog ownership, the registration of dogs as well as community education.

The report in summary:

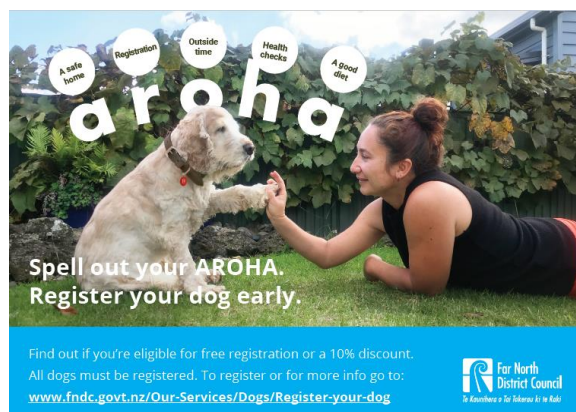
Responding to complaints (RFS)

There has been a total of 2809 dog control customer requests for service received over the 2020/2021 period. This is over 900 more individual requests for service than the previous year.

Dog Registration

The number of known dogs in the district remains steady at 11,069. Of these 8,949 were registered for 2020/2021 period. This is an increase of 665 registered dogs from the previous year and gives 81% compliancy with registration up from 75% in 2019/2020.

A social media campaign (AROHA) promoting dog registration and responsible dog ownership was launched in May 2021. This campaign was continued with an information insert 'Kuri Kārere Doggo Digest' included with dog registration reminder notices (Attachment 2).



Probationary and Disqualified Owners

There are five Disqualified owners in the district and no Probationary owners.

Enforcement

There has been a total of 231 infringements issued for offences under the Dog Control Act 1996. This is an increase of 65 from 2019/2020 and is reflective of proactive work in the unregistered dog area (179 infringements).

There was only one prosecution for dog attacks over the year compared to four the previous year.

Menacing and Dangerous Dogs

There is a total of 191 menacing dogs in the district; 159 of these dogs were menacing dogs under section 33C of the Dog Control Act 1996. These dogs were of American Pitbull Terrier type. There are two classified dangerous dogs in the district.

Impounded Dogs

There was a total of 423 dogs impounded at the council animal shelter. Over 30% of impounded dogs were rehomed to Rescue Groups or adopted via the Council website.

73% of impounded dogs were either returned to their owners or rehomed.

112 (27%) of dogs impounded at the shelter were euthanised due to not being claimed by an owner and not being suitable for rehoming.

PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial or resource implications associated with this report.

ĀPITIHINGA / ATTACHMENTS

1. Annual Report on Dog Control Policy and Practice 2020/2021 - A3344710 [↓](#)
2. Dog Registration News Kuri K_rere Doggo Digest - A3344719 [↓](#)

Hōtaka Take Ōkawa / Compliance Schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Low Significance – this matter does not meet the criteria/threshold for a matter of significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Dog Control Act 1996 FNDC Dog Management Bylaw 2018 FNDC Dog Management Policy 2018 LTP Community Outcome: Communities that are healthy, safe, connected and sustainable.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	District Wide Significance.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	No specific implications.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Department of Internal Affairs must receive a link to the report to assess national trends and developments. Public notification of the report that will be published on the FNDC website.

State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

Far North District Council Annual Report on Dog Control Policy and Practice **2020/2021**



Author: Rochelle Deane, Manager Environmental Services

2020/2021 Far North District Council Annual Report on Dog Control Policy and Practice

1

1. Introduction

1.1 Purpose

The Far North District Council, as a territorial authority is required to manage and enforce provisions pursuant to the Dog Control Act 1996 (the Act).

Section 10A of the Act requires each territorial authority to report on its dog control policy and practices and provide specific statistical information.

This report fulfils this statutory requirement for the dog registration year 1 July 2020 to 30 June 2021 and provides an update on the progress and processes of the Far North District Council Animal Management services.

1.2 Background

All Dog Control functions in the district are carried out in-house which includes the administration, field and shelter services. FNDC have a total of ten Animal Management Officers across the district, which includes a Team Leader and Senior Officers.

This team is responsible for the reactive response to complaints about dogs at large or causing nuisance, ensuring compliance with the Dog Control Act 1996 and the Far North District Council Dog Management Policy and Bylaw, encouraging responsible dog ownership, the registration of dogs as well as community education.

The Animal Management team have officers dedicated to either the north or south of the district which allows for the officers to interact with dog owners and the public in those areas. By having local knowledge, the officers can respond to complaints and request for service in a timelier way. The Animal Management team have a work roster to cover after-hour emergencies.

2. The Council's Dog Control Policy and Practices

2.1 FNDC Dog Management Policy

The Council adopted a Dog Management Policy in February 2019 which outlines the Council's requirements regarding controlling dogs in public places. The policy is enforceable under the FNDC Dog Management Bylaw 2018.

Key objectives of the policy are:

- Prevent injury, distress and nuisance from dogs
- Identify dog access areas
- Provide for the neutering of menacing dogs

- Minimise potential danger or distress to protected wildlife
- Promote responsible dog ownership

2.2 Fees

Dog Registration

The council provides a discounted rate for dog owners that de-sex their dog and those who pay registration prior to 1 September.

Fees are used for:

- Dog Control activities including law enforcement, patrols and complaint investigation.
- Dog incident prevention (including finding unregistered dogs, and the classification and enforcement of menacing and dangerous dogs)
- Education programs for schools and community groups
- Signs for the Council's Dog Management Bylaw and Dog Management Policy
- Shelter Services (including lost and found, adoption and micro-chipping)
- Running the annual dog registration renewal program

Key Achievements 2020/2021

Responding to complaints (RFS)

There has been a total of 2809 dog control customer requests for service received over the 2020/2021 period. This is over 900 more individual requests for service than the previous year. A large proportion of the increase is due to the high number of adoption and registration queries received from the community.

With no lock down periods during 2020/2021 there was a predicted increase across all job types. However, it is promising to see a further decrease in dog attack and straying incidents than recorded in the previous pre-lockdown year (2018/2019).

The Animal Management team completed the year meeting response times with an average of 95.4% for urgent RFS (attacks and aggressive RFS) and 94.6% for non-urgent

Dog Registration

The number of known dogs in the district remains steady at 11,069. Of these 8,949 were registered for 2020/2021 period. This is an increase of 665 registered dogs from the previous year and gives 81% compliancy with registration up from 75% in 2019/2020.

The Animal Management team have undertaken a focussed effort on following up on unregistered dogs over the year which, as well as increasing registration numbers, has also cleansed the database to remove dogs that had gone from the district or had died.

Historically approximately 50% of the noncompliant dogs are either deceased or left the area with no notification to Council.

A social media campaign (AROHA) promoting dog registration and responsible dog ownership was launched in May 2021. This campaign was continued with an information insert 'Kuri Kārere Doggo Digest' included with dog registration reminder notices.



Probationary and Disqualified Owners

There are five Disqualified owners in the district and no Probationary owners.

Anybody who has received three or more infringement notices within a two-year period, or who has been convicted of any offence under the Dog Control Act 1996 may be classified as a Disqualified Owner.

Enforcement

Animal Management has a range of enforcement measures that can be taken for offending. These can be as simple as sending a Dog Control Notice requiring the further control of dogs to infringement notices for lower levels of offending, or as serious as prosecuting the dog owner which can lead to a criminal conviction, destruction of the dog and disqualification as a dog owner for up to 5 years.

FNDC follow the VADE (Voluntary, Assisted, Directed, Enforced) model to facilitate compliance and Animal management have a department operational motto of "Education before Enforcement"

This means our staff take the approach of engaging with our customers in the first instance, taking every opportunity to educate them and provide an opportunity to be voluntarily compliant, and then, if necessary, taking the appropriate enforcement action. This approach has resulted in better relationships with dog owners in our communities.

There has been a total of 231 infringements issued for offences under the Dog Control Act 1996. This is an increase of 65 from 2019/2020 and is reflective of proactive work in the unregistered dog area (179 infringements).

There was only one prosecution for dog attacks over the year compared to four the previous year.

- S 57 Dog Control Act
- Defendant did not show.
- Hearing by formal proof went ahead.
- Council proved its case.
- Dog Owner convicted.
- Court ordered the following:
 - Destruction order granted.
 - \$850 penalty.
 - \$2252 in pound costs
 - Court costs \$130.
- Council issued s 25 letter to Dog Owner for prohibition of ownership.

Although prosecution numbers are less it is preferable not to be prosecuting. Less prosecutions also reflect the proactive work the Animal Management team are performing by way of community engagement promoting responsible dog ownership. Prosecutions are used only as a last resort where it is necessary to ensure community safety however a prosecution may not be in the best interests where either victim are not willing to attend court or where alternate actions would have a greater impact

Menacing and Dangerous Dogs

There is a total of 191 menacing dogs in the district, this is a decrease of 46 dogs from the previous year. This is also a further result of the registration follow up program identifying dogs that had died or left the district.

159 of these dogs were menacing dogs under section 33C of the Dog Control Act 1996. These dogs were of American Pitbull Terrier type. Under the Act all dogs must be classified as menacing they belong to a breed or type currently listed in schedule 4 of the Act, or if the local authority considers the dog poses a threat to people or other animals and wildlife due to its behaviour. All dogs registered within the district and classified as menacing by Council, or any other territorial authority must be neutered.

There are two dogs classified as dangerous in the district. One classification is a result of sworn evidence attesting to the aggressive behaviour of the dog, and the other was as a result of a

dog transferred into our district with a classification already imposed on it by another territorial authority. Every dangerous dog classification under section 31 of the Act is in force throughout New Zealand.

Impounded Dogs

A total of 423 dogs were impounded in the council shelter. This is an increase of 50 dogs from the previous year.

73% of impounded dogs were either returned to their owners or rehomed.

112 (27%) of dogs impounded at the shelter were euthanised due to not being claimed by an owner and not being suitable for rehoming.

69 dogs found new homes via the FNDC adopt a dog Facebook page <https://www.facebook.com/adoptadogFNDC>, this is 50 more than in 2019/2020. This page now has over 3,500 followers.

This is a credit to the Animal Management team and something we are very proud of. Rehomed dogs are temperament tested, vaccinated, microchipped registered and desexed prior to going to their new homes. New owners are also vetted, and properties checked to endeavour to match appropriate dogs with the right owner.

The first new Animal Shelter for the Far North District was completed at the end of June 2021 and was officially opened and became operational on 23 July 2021. The new shelter caters for up to 20 dogs with 12 outdoor kennels and eight indoor kennels. Auxiliary facilities such as exercising areas, quarantining facilities, veterinary and storage facilities are also included.

FNDC was awarded \$1 Million for animal shelter projects through a successful bid for funding from the Provincial Development Unit (PDU) as part of the shovel-ready projects.

A second shelter in Kaikohe is due to be operational in July 2022.



Due to the uncertainty with Covid alert levels during 2020/2021 a Nga Kuri event for the district did not eventuate. Instead, along with the AROHA campaign promoting responsible dog ownership, budget allocated to this event was also used to de-sex and micro-chip dogs across the district via a voucher system.

Dogs were identified by the Animal Management Officer's where it was found owners required assistance towards compliance. A total of 51 dogs across the district were made compliant on the program.

Planned Activities for 2021/2022

- Continue to review standard operating procedures to provide efficient and consistent customer centric processes for the delivery of Animal Management services.
- Hold another community Nga Kuri Auau event in the district in, to connect with dog owners and assist communities to take steps towards compliance. The aim will be to hold the event in Autumn 2022.
- Continue proactive registration and compliance action plans to increase registration rates and identify unknown dogs as well as ensuring compliance with classifications.
- Complete the build and refurbishment of a second new Animal Shelter for the district in Kaikohe.

Summary

2020/2021 has been focused on encouraging responsible dog ownership, concentrating on the registration and compliance of dogs, with clear action plans now in place for future.

Going forward, the Animal Management team aim to achieve a continued improvement in all areas as well as focusing their resources on consistency in operations and improving value for the customer.

Dog Control Statistics

Table one: Registration/Classification related data

	Total 2019/2020	Total 2020/2021
Dogs Registered	11,119 Known 8,284 Registered	11,069 Known 8,949 Registered
Dog Owner Classification		
Probationary	0	0
Disqualified	1	5
Menacing Classification		
- By breed	201	159
- By deed	36	32
Combined	237	191
Dangerous Classification		

7

2020/2021 Far North District Council Annual Report on Dog Control Policy and Practice

Section 31(1) a	0	0
Section 31(1) b	1	1
Section 31(1) c	0	1
Total Dangerous	1	2

Table two: Request for Service Data

Customer requests break down by job type		
Job Type	2019/2020	2020/2021
Attacks	172	201
Straying	318	486
Rushing	30	54
Barking	180	323
Aggressive	100	128
Miscellaneous Enquiries*	438*	869*
Lost and Found	240	252
Pick-Up Request	373	416
Micro-chip Request	19	-
Dog Welfare	38	80
Grand Total	1908	2809

* Miscellaneous Enquiries includes adoption queries (637), refund requests, infringement notice enquiries, bylaw enquiries, signage, general information etc.

Table three: Compliance Data

	2019/2020	2020/2021
Prosecutions	5	14
Infringement Offence		
18 Wilful Obstruction of dog control officer or ranger	0	0
19(2) Failure or refusal to supply information or wilfully providing false particulars	0	1
19A (2) Failure to supply information or wilfully provide false about dog	0	0
20(5) Failure to comply with any bylaw authorised by the section	19	12
23A (2) Failure to undertake dog owner education program of dog obedience course (or both)	0	0
24 Failure to comply with the obligations of a probationary owner	0	0
28(5) Failure to comply with the effects of disqualification	0	0

32(2) failure to comply with the effects of classification of dog as dangerous	0	0
32(4) fraudulent sale or transfer of dangerous dog	0	0
33EC (1) Failure to comply with the effects of classification of dog as menacing	0	
33F (3) Failure to advise person of muzzle and leashing requirements	0	0
36A (6) failure to implant microchip transponder in dog	0	0
41 False statement in relation to dog registration	0	0
41A Falsely notifying death of dog	0	0
42 failure to register dog	110	179
46(4) Fraudulent procurement or attempt to procure replacement dog registration label or disc	0	0
48(3) Failure to advise change of dog ownership	0	0
49(4) Failure to advise change of address	0	0
51(1) Removal, swapping or counterfeiting of registration label or disc	0	0
52A Failure to keep dog controlled or confined	8	4
53(1) Failure to keep dog under control	29	35
54(2) failure to provide proper care and attention, to supply proper and sufficient food, and to provide adequate exercise	0	0
54A Failure to carry leash in public		
55(7) Failure to comply with barking dog abatement notice	0	0
62(4) Allowing dog known to be dangerous to be at large unmuzzled or unleashed	0	0
62(5) Failure to advise of muzzle and leashing requirements	0	0
72(2) releasing dog from custody	0	0
Total	166	231

Table four: Shelter data

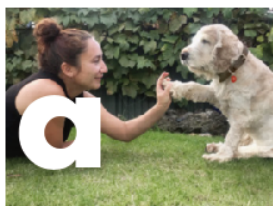
	2019/2020	2020/2021
Impounded Total	373	423
Total number of dogs returned to owner	151	178
% dogs returned to owner	40%	42%
Total number of dogs to Rescue Groups	95	64
Total number of dogs adopted via Council	19	69
% dogs to Rescue Groups/Adopted	31%	31%
Total number of dogs euthanised	108	112
% dogs euthanised	29%	27%

Kuri Kārere Doggo Digest



Doggo updates and registration info for 2021

Your annual dog registration is due. It helps us keep your canine community safe.



AROHA — Feeling the love of dog ownership

Aimee and Flynn are bonded by AROHA. The 12 year old spaniel-cross has been in Aimee's family even longer than her son. Aiden, 9, loves growing up with soft-hearted and goofy Flynn, whose gentlemanly moustache matches his character.

Because Aimee had Flynn desexed he qualifies for a cheaper registration fee. High-five to that.

You can pay your dog registration online, in person or call us on 0800 920 029.



REHITATANGA | REGISTRATION

Your dog registration fee supports so much good stuff, like:

- a dog management service that creates a community where people and dogs interact safely.
- our dog re-homing programme which matches Far North dogs with new homes across the country.
- top community canine concerns — straying, barking, aggressive dogs and attacks.
- pro-active community work promoting responsible dog ownership.



HE TAIMA WAHO | OUTSIDE TIME

When going 'walkies' with your dog make sure you read signage on display. Every dog area is unique — we have off-leash and on-leash areas, as well as kiwi and DOC zones. Dog walking areas are listed at the bottom of this page or find our maps at:

1. www.fndc.govt.nz/our-services/dogs
2. Click the link to — Dog Management Policy 2018
3. Find the map for your area from page 20

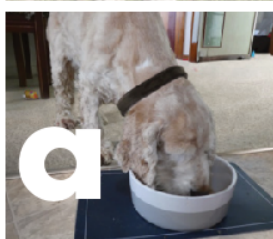


HAUORA KŌRERO | HEALTH INFO

Did you know, canine parvovirus is highly contagious and kills up to 91% of untreated dogs? Puppies and wandering dogs are most at risk of catching parvovirus which can exist in the environment for up to a year.

Parvovirus is easy to prevent but expensive to treat. So, please take your dog to the local vet for a vaccination to stop this disease spreading in our canine community.

For more info: www.spcanet.nz/advice-and-welfare and enter the keyword "parvo"



HE KAI TIKI MĀRIKA | A GOOD DIET

Did you know, many common foods are poisonous to your dog?

- Grapes and raisins — can damage their kidneys.
- Garlic, chives and onions (often in cooked meat dishes) — can cause stomach and gut irritation.
- Chocolate, cocoa and caffeine — can affect their hearts, lungs, kidneys and central nervous system.
- Cooked bones — can splinter causing an injury.

It might seem like a treat but leftovers can be lethal.

Find out more at: www.justdogs.co.nz/ and click 'dog hints & tips'

Dog Walking Areas

Off-leash all year:

Kaikohe Old Landfill at Lindvart Park.

Kerikeri Rolands Wood, Sammaree Reserve. Waitotara Reserve.

Off-leash all year (except 15 Dec-31 Jan and public holidays, from 10am -5pm):

Ahipara, Cable Bay, Coopers Beach, Hihi Beach, Mahinepua Beach, Pahiia Beach, Russell Beach, Tapeka Point Beach.

Special Character Beaches

that include Prohibited zones:

Taupo Bay, Te Haumi, Te Tii Beach, Waitangi beaches.

that include off-leash and on-leash areas:

Tauranga Bay



Source: FNDC Animal Management Team, 6 May 2021

All dogs must be registered by law.

LOST & FOUND HOUNDS

Do you want to increase your chances of finding your missing pooch? And the speed it takes to find them? Then get your pal microchipped.

Make it even easier to find your dog by:

- keeping a note of their 15-digit microchip code
- adding your pet to the companion register to enable tracking, at: www.companionanimals.nz/animal-register-1

If your dog loses their collar and reg tags, a microchip is vital. We can add their microchip code to the National Dog Database for you.

FOUND A DOG?

Let us know as soon as possible to reduce stress — for the dog, their owner and you.

FIND A FUR-EVER FRIEND

- It pays to be kind — desexing, microchipping, vaccination, parvo tests and registration are ALL included in our adoption fee.
- To find out more about doggos wanting a forever home go to: www.facebook.com/adoptadogFNDC
- We spread the love by adopting across the country, so send friends and whānau looking for a fur friend our way or to our facebook page.

FUR THE LOVE OF DOGS

When Margaret went online to organise her 80th birthday celebrations, a new addition to the family wasn't part of the plan. But when she came across six-month-old Jax, on our *Adopt a dog* — FNDC Facebook page, it was an online love match!

Jax, a shy but energetic wire-haired Jack Russell Terrier, flew through her adoption suitability test and Margaret was already a pre-approved adoption candidate. Since arriving at her new home, Jax hasn't been shy with her aroha. Margaret and her husband feel the same way about Jax — who's given them a good excuse to get out walking and join in with the local canine community.



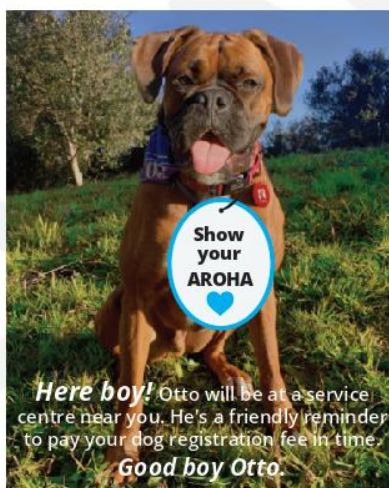
TAKE THE LEAD

Pay online with myFNDC

- it's quicker, easier and available 24/7.
- Your dog registration will be cheaper if you pay before 1 September.

Register for My FNDC to make payments easier at:

www.fndc.govt.nz/Our-Services/Online-services/Register-for-an-online-services-account



FLASH FACILITY OPENING

A brand spanking new animal shelter in Kaitia is due to be up and running by late July.

The Northern Animal Shelter has space for up to 12 dogs and separate quarantining facilities for puppies and adult dogs, exercise areas and veterinary facilities. The purpose-built shelter cost \$1.5 million and took 190 construction days to build.



FNDC ANIMAL CONTROL SERVICES

24/7 dog control service — 0800 920 029



General and urgent incidents

Staff take after hours calls from 5pm to 8am weekdays, weekends & public holidays

Email: ask.us@fndc.govt.nz

Visit: www.fndc.govt.nz/our-services/dogs

Facebook: [facebook.com/adoptadogFNDC](https://www.facebook.com/adoptadogFNDC)

We care about stock too

When reporting any wandering cows, horses or other lost beasts, please reference the nearest letter box number or intersecting street name to increase our chances of tracking down both beast and owner.



Doggone it!

Your dog registration helps us to:

- Pick up lost and roaming dogs
- Implement dog control act
- Take action on unregistered dogs
- Take action on uncontrollable dogs
- Implement dog policy



For more info visit: www.fndc.govt.nz/our-services/dogs

5.2 SIGNIFICANT FLORA AND FAUNA ASSESSMENT UNDER THE OPERATIVE DISTRICT PLAN AND DRAFT PROPOSED DISTRICT PLAN

File Number: A3346399

Author: Rochelle Deane, Manager - Environmental Services

Authoriser: Dean Myburgh, General Manager - District Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to address both the Operative and Draft Proposed District Plan Provisions as they are applied as part of the resource consent process with regards to Significant Flora and Fauna.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

There are several considerations that need to be taken into account when processing land use and subdivision activity applications when making a decision on whether there may be an effect on the indigenous flora and fauna.

A consent and any conditions issued by the Resource Consents team needs to be consistent with all relevant documentation under the RMA, and this is reflected in the decisions issued.

TŪTOHUNGA / RECOMMENDATION

That the Regulatory Compliance Committee receive the report Significant Flora and Fauna Assessment under the Operative District Plan and Draft Proposed District Plan.

TĀHUHU KŌRERO / BACKGROUND

At the July 2021 Regulatory Compliance Committee, a report (A3267393 attached), was provided to address the Committee's previous queries regarding the significant flora and fauna provisions, within the Operative District Plan and those proposed in the Draft Proposed District Plan.

The Committee requested a further report on how resource consent applications are assessed in light of the significant flora and fauna provisions, under the Operative District Plan and if the Draft Proposed District Plan proposes any changes to the existing provisions.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

There are two main types of resource consent applications processed by the Council. These are application for activities carried out on existing sites which are called land use applications, or an application to carry out a subdivision creating property rights through the creation of new titles.

When a land use consent is assessed the main considerations for significant flora and fauna are usually the adverse effects from the activity relating to vegetation clearance or the potential clearing of vegetation. When a subdivision consent is assessed the main considerations are adverse effects on vegetation that is significant as well as adverse effects on indigenous fauna and their habitats.

Vegetation Clearance in the Operative District Plan

The provisions in Chapter 12.2 place a heavy reliance on non-regulatory mechanisms such as "Other Methods", however a number of these methods have not been actively implemented throughout the life of the plan including,

A key example of this is the formation of a Significant Natural Areas (SNA) Committee with the purpose of developing voluntary methods of protecting, maintaining, and enhancing indigenous

biodiversity throughout the District, as well as forming relationships between key organisations to assist in these objectives. The SNA Committee was subsequently defunded and has been disbanded for over ten years.

There has been limited analysis on the amount of vegetation clearance undertaken in the District. This is in part because vegetation clearance is allowed as a permitted activity and does not require the landowner to notify council of the intent to remove vegetation.

In terms of consented activities however, an assessment of resource consents granted between 2007 to 2015 indicates that very little vegetation clearance has been consented under the Operative District Plan. Over that period, a total of 24 resource consents were issued that allowed for indigenous vegetation clearance. Most of those consents were for ancillary activities for property developments; that is, very few applications were for indigenous vegetation clearance only. The total area of vegetation clearance authorised by these resource consents is 8 hectares.

In more recent years, in the period between 2016 and 2020, Council data suggests that only 29 resource consents for vegetation clearance have been applied for. Detailed analysis on how much vegetation clearance this has resulted in has not been undertaken. It is also noted that by the time a resource consent application has been lodged vegetation clearance may have already occurred despite the District Plan rules. In these cases, retrospective resource consent is required and mitigation usually by way of requiring replacement planting through conditions of consent is usually required. It is however noted that illegal vegetation clearance is usually only identified through the resource consent process, community concern or by the Council's Compliance team.

Vegetation Clearance in the Draft Proposed District Plan

The rules for vegetation clearance in the Draft Proposed District Plan, released earlier this year, are based on thresholds of vegetation clearance for areas identified as a Significant Natural Areas within the coastal environment, areas within a SNA but outside of the coastal environment, and clearance thresholds based on zoning.

The draft SNA rules follow policy direction from the Regional Policy Statement for Northland (RPS) and the New Zealand Coastal Policy Statement (NZCPS), while the zoning thresholds for vegetation clearance are based on the amounts currently permitted in the Operative District Plan. However, since Council's decision to not use the SNA maps as a part of the Proposed District Plan, the rules for vegetation clearance will be redrafted in the coming months before notification of the Draft Proposed District Plan at the end of this year.

Significant Natural Areas and Subdivision in the Draft Proposed District Plan

The current regime of using consent notice conditions for the protection of indigenous vegetation through the subdivision process currently relies on the Department of Conservation's Protected Natural Areas (PNA) mapping. This mapping was undertaken in the late 1990's, to provide information about where natural areas are located and what the area is comprised of in terms of flora and fauna species, PNAs are subject to the Conservation Act 1987.

PNAs were resurveyed between 2007 and 2012 and maps updated, however not all areas of the Far North were completed, and the mapping currently relied on for the Far North ecological districts dates between 1998 to 2009.

To add a level of specificity to the location of SNAs within the District, these areas were remapped as a part of the recent SNA mapping project.

It was originally intended that these maps be used in the resource consent assessment process when the new District Plan came into effect in order to determine where a SNA was located, what ecology exists within the SNA, and whether the subdivision had any effect on this area. This could then be used in decision making around whether a consent notice condition would be required to mitigate an adverse effect of the proposal on significant flora and fauna.

The Draft Proposed District Plan also included a rule making the subdivision of SNAs non-complying to avoid adverse effects on these areas. However, given the decision made to omit the SNA maps from the Draft Proposed District Plan, these rules will be re-evaluated and redrafted in the coming months before notification of the Plan in December.

Significant Fauna and their habitats in the Operative District Plan

There is limited data available on cat/dog restrictions through the land use or subdivision consenting process, however through changing processes of reporting methods and a consistent application of the internal Practice Note, the resource consents team has been able to analyse statistics for the period between January 2021 to July 2021 relating to subdivisions.

A total of 96 consents were issued in this 6-month timeframe, of which 30 had cat/dog restrictions associated with the decision to grant the consent. Of the 30 consents only 7 consents were within an area of High Kiwi Density mapping, while 23 were within a Kiwi Present area.

All applications were sent to the Department of Conservation (DOC) as an interested Party, and comments received from DOC were consistent with the Practice Note.

Kiwi protection in the Draft Proposed District Plan

It is proposed that in terms of fauna habitat protection, the Proposed District Plan will follow the status quo of the Operative District Plan in terms of cat and dog restrictions. This would involve placing cat and dog restrictions on properties in areas of high kiwi density through a subdivision process. It is proposed that the current practice note will continue to be applied in relation to the assessment of whether a cat and dog restriction are required on a property.

This is supported by the statistics indicating that the current practice is fair, reasonable, and consistent. This process has also been tested through an Independent Hearing Commissioner.

The recent SNA mapping has no direct effect on the kiwi conservation regime, as the current restrictions are based on DOC kiwi distribution maps rather than SNA maps.

Responses to Deputation Questions raised at July 2021 Committee Meeting:

1. What are the extents of the cat and dog bans and limitations?

As identified earlier in this report statistics show the restrictions were only imposed on 38% of subdivision consents within the 6-month timeframe. Only 2% were a full ban without a grandfather clause being imposed to allow existing dogs and cat to be retained on site till end of life.

All restrictions were placed on sites within areas known to have kiwi present or kiwi high only, according to DOC's kiwi mapping. These restrictions were applied in accordance with the internal practice note, and continued monitoring of how the practice note and restrictions are imposed is carried out with every subdivision in the District.

While a small statistical pool, it highlights the balanced assessment carried out by the resource consent planners and their consistency. Council intends on carrying out the continued monitoring of applications and any restrictions imposed to ensure the practice note is applied consistently.

2. Cost of legal battle so far?

Cases heard by Independent Commissioners in objection to cat and dog restrictions are covered by the Objector where a Commissioner has upheld the Council's decision. In the 13 years of the current District Plan being operative, no objection against cat and dog restrictions has been supported and therefore no costs have been passed onto the rate payer.

3. Rates remission cost?

For 2020/2021 the total remissions for conservation of both Northland Regional Council and the Far North District Council rates is \$674,030.84 in total. Broken down it is

- \$79,684.88 – Northland Regional Council
- \$594,345.96 - Far North District Council

4. How reliable is DOC info?

The kiwi maps provided by DOC are public information and are only one tool utilised by the consent team when considering what adverse effects there may be from a subdivision on the vegetation and habitat within or in proximity to the subject site. Other mapping tools utilised are PNA mapping, Mudfish locations, pest control and Landcare maps. All these maps are public and can be accessed through the Far North Maps system.

5. Impact/Consequences of the ban?

All activities and subdivision on a piece of land will have an impact, the role of the planner under the RMA 1991 is to determine what the effects are, and to what extent do the effects identified adversely affect the environment as defined in the RMA:

Environment includes –

- (a) ecosystems and their constituent parts, including people and communities; and
- (b) all natural and physical resources; and
- (c) amenity values; and
- (d) the social, economic, aesthetic, and cultural conditions which affect the matters stated in paragraphs (a) to (c) or which are affected by those matters

Restrictions are only imposed in certain subdivision where the adverse effect on flora and fauna from the introduction of a new cat or dog to the environment will be detrimental to the flora, fauna, and their habitats.

6. Where does the practice note clash with other council practice?

There are no clashes with other Council bylaws, or practices. The Dog Control Bylaw is made under the Dog Control Act 1996, and its purpose is to ensure dogs within the District are under control of an owner. It is important to note that the bylaw supplements rather than duplicates or contradicts other legislation, including the RMA 1991 and the Far North District Plan.

The cat and dog restrictions may be imposed as a method of avoiding, mitigating or remedying an adverse effect under the RMA through the District Plan by determination of what the land is being used for, and if the land can accommodate a dog, cat or working dogs.

7. What are other options we can consider?

Other methods of avoiding, mitigating, or remedying adverse effects on flora and fauna are through fencing, pest management and protection of vegetation by way of consent notice or covenant.

These are all options considered along with the cat and dog restriction and are not independent from each other. However, the cat and dog restrictions are only placed on sites within areas identified as having kiwi present, whereas consent notice conditions requiring protection of vegetation may occur outside of kiwi areas due to the ecological values of the site.

Restricting cat and dog ownership through consent notice conditions is considered as the most effective and efficient way to achieve the protection of kiwi under the RMA and the District Plan, as other methods may be less consistent or overly onerous on landowners.

Other option considerations:

- to require physical barrier methods such as cat fences and dog proof fences, however these are costly and upkeep by owners cannot be guaranteed. Mobile species such as skinks, geckos and kiwi can also enter dog proof fenced areas and can inadvertently create a risk to the indigenous flora due to the dog and cats on the site.
- other methods such as kiwi aversion training for dogs is only effective if the dogs are trained regularly, have sufficient obedience training prior to the kiwi aversion to register the smell aversion tactic utilised by the trainer. There are several misconceptions associated with this training that do not allow it to be used as an effective method of control.

As the restrictions are imposed through the subdivision process under the District Plan, if restrictions were paused, the resource consent team would no longer be processing subdivision in a fair and equitable manner. Additionally, it would mean the processing of consents would no

longer meet the requirements of the RMA 1991 and we would not be meeting our statutory obligations under the District Plan, the Regional Policy Statement for Northland, and the RMA.

PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications associated with the report.

ĀPITIHINGA / ATTACHMENTS

1. **Copy of Report - 2021-07-20 Regulatory Compliance Committee Report 5.2 [A3267393]**
- A3373026  

Hōtaka Take Ōkawa / Compliance Schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Low Significance – this matter does not meet the criteria/threshold for a matter of significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Resource Management Act 1991. FNDC District Plan. LTP Community Outcomes: <ul style="list-style-type: none"> • Communities that are healthy, safe, connected and sustainable. • Prosperous communities supported by a sustainable economy. • A wisely managed and treasured environment that recognises the special role of tangata whenua as kaitiaki.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	District Wide Significance.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	No specific implications.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example	FNDC Community. Ministry for the Environment. Department of Conservation.

– youth, the aged and those with disabilities.	
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications associated to this report.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

5.2 SIGNIFICANT FLORA AND FAUNA ASSESSMENT**File Number:** A3267393**Author:** Rochelle Deane, Manager - Environmental Services**Authoriser:** Dean Myburgh, General Manager - District Services**TAKE PŪRONGO / PURPOSE OF THE REPORT**

The purpose of this report is to provide information on how various consent decisions are made in relation to Significant Flora and Fauna in the Far North District, primarily when associated with subdivisions.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Recent Significant Natural Area (SNA) mapping released by the councils Strategic Planning and Policy team has generated interest in conservation covenants, subdivision involving SNA's, subdivisions and pet restrictions, kiwi mapping and its influence of resource consents and the District Plan (Operative and draft proposed version).

There are several considerations that need to be taken into account when processing land use and subdivision activity applications when making a decision on whether there may be an effect on the indigenous flora and fauna.

A consent and any conditions issued by the Resource Consents team needs to be consistent with all relevant documentation under the RMA, and this is reflected in the decisions that are issued.

TŪTOHUNGA / RECOMMENDATION

That the Regulatory Compliance Committee receive the report Significant Flora and Fauna Assessment.

TĀHUHU KŌRERO / BACKGROUND

The Resource Management Act 1991 (RMA) provides a mandate and requires Regional Authorities such as Northland Regional Council (NRC) to create a Regional Policy Statement (RPS) which identifies how sustainable management of the region is to be achieved, while Territorial Authorities such as Far North District Council (FNDC) are required to create plans identified as District Plans to carry out their functions under the RMA. The District Plan relates to the control and regulation of activities that have effects on the environment. The District plan must reflect the principles under the RPS. The current FNDC Operative District Plan was made operative and effective in 2009.

There are two types of consents that are considered under the District Plan for assessment, these being land use and subdivision activities. Land use consents are associated with the regulation of effects from an activity being carried out on a site, such as building a house. Subdivision consents are the process through which new property rights are created under the RMA. Both types of consents are subject to two chapters within the District Plan when making a decision on whether there may be an effect on the indigenous flora and fauna.

The consents process is a process that is subject to not only the District Plan but to the Regional Policy Statement, any National Policy Statement, any National Environmental Standard and lastly Part II of the RMA for sustainable management.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS**Resource Consents - Land use**

Chapter 12.2 of the District Plan (see attachment A) – Indigenous Flora and Fauna, identifies several environments within the district that are significant on a local, regional and national scale. The territorial authority (FNDC) must protect and maintain indigenous biodiversity from declining due to various issues such as vegetation clearance, fragmentation and loss of fauna impacting the environments as identified under the RMA.

Objectives to protect, maintain and enhance our indigenous biodiversity were created, with policies to support the objectives and rules that assist in identifying the effects on the indigenous biodiversity that require consideration. Policies 12.2.4.10 and 12.2.4.11 along with Method of Implementation 12.2.5.7 provide for controls on the keeping of cats and dog in kiwi habitat areas.

Where an activity is proposed on a site, such as building a house, the activity may breach a rule within Chapter 12.2, in which case a resource consent is required for the breach. The resource consents team review the proposal and assess the activity to determine the level of effects associated with the activity. Where an effect is identified as being adverse, the effect/s are to be avoided, remedied or mitigated.

Conditions based on those effects are imposed on decisions where the activity is sustainably managed, in the case of indigenous flora and fauna these conditions may relate to the restriction of cats, dogs and other pest species, where they may adversely affect native fauna but predominately relate to the protection, preservation and/or enhancement of vegetation.

All consents are required to have an adverse effect identified for a condition to be imposed. A consent cannot have conditions imposed where there is no effect.

Cats and dogs are the two species most regularly discussed for restriction as Rule 12.2.6.4.1 – Pest Species prohibits any pest listed within the rule to be introduced, kept, farmed, or bred other than for the purposes of controlling or eradicating the species.

Resource Consents - Subdivision

Subdivision proposals are subject to Chapter 13 – Subdivision, within which Chapter 12.2 - Indigenous Flora and Fauna is referenced when a subdivision has significant vegetation or significant fauna on the site that is being considered for subdivision.

The continued preservation of the indigenous flora or fauna is required for the approval of a subdivision consent. This is achieved by protecting the vegetation on-site as well as in certain cases restricting cat and/or dogs on the site. Where cat and dog restrictions are imposed, they have been considered due to an effect a dog or cat could have on the significant fauna that would be found on that site or in proximity to the site.

For example, a proposal to create a new lot adjacent to a coastal reserve, which has been identified as a habitat where Dotterel are located on. Introduction of cats and dogs in proximity to the Dotterel would be considered adverse, therefore a restriction on cats may be imposed as they are one of the most known common predator species of the dotterel, while dog control conditions may be required to ensure dogs introduced to the area are kept away from the Dotterel, by way of physical barriers and limitation on the number of dogs kept on the site.

Significant Flora and Fauna Assessment for the current Operational District Plan**Kiwi Mapping**

Kiwi mapping is carried out by the Department of Conservation (DOC), through the kiwi listening programme which began in 1996. Every year kiwi calls are monitored across the district and the data is collated by DOC into a map system identifying areas by kiwi abundance. The maps are reviewed every five years and updated if required, this process and further information on it can be found on the DOC website. See attachment B, Bay of Islands Kiwi Distribution Map.

The maps identify two types of density, these being kiwi high and kiwi present, areas not identified as either data deficient areas where either kiwi may not be present or there is insufficient information received through the monitoring programme to influence the mapping.

Kiwi high areas are areas where more than five calls per hours are heard, and these number must remain steady or increase over the five-year period to be mapped as kiwi high. Kiwi present areas are where an average of less than five calls per hour are heard. The maps are available through the DOC system and Council's mapping system (Far north Maps) for review.

Significant Flora and Fauna Practice Note for the Operational District Plan

The Resource Consents team utilise the kiwi map along with other maps and tools such as the "mudfish layer", Protected Natural Areas (identified by DOC) overlay, land care group comments and ecological reports to assist in the assessment of consents and the conditions of consent decision. To ensure consistency within the department, a practice note was developed which gives guidelines on when conditions relating to cat and dogs should be applied for the purposes of protecting the Northland Brown Kiwi and other indigenous flora and fauna. Refer attachment C, FNDC Practice Note for Significant Indigenous Flora and Fauna.

Standardisation of a practice note has been discussed however the consent process is subject to change due to the policy direction as well as case law, and the individual matters of each consent assessed. The practice note is an internal document for guidance only, each application received by the team is assessed independently on a case by case basis. The practice note is there to ensure that staff are consistent in their methods and wording of conditions and is not utilised as a broad-brush mechanism to restrict cats and dogs within the district.

The current practice note does not refer to the National Policy Statement for Indigenous Biodiversity as it is currently only a draft with no statutory weight in the determination of a resource consent and its conditions.

Conservation Covenants

Conservation covenants are voluntarily offered by landowners for the purpose of protection of outstanding landscapes, cultural, heritage or ecological purposes. Ecological areas are protected under section 77 of the Reserves Act 1977 and are created between the landowner and Far North District Council. The covenant is registered on the landowner's Title in perpetuity.

The landowner is responsible for the management of the protected area as agreed upon within the covenant, assistance from an ecological expert is provided and rates relief/remission or postponement can be offered. Rates remission is in perpetuity, while rates postponement is for a minimum period of 10 years and where the agreement is discontinued the rates may be subject to repayment.

Conservation covenants will include conditions such as stock restrictions, indigenous vegetation clearance restrictions, exotic vegetation removal requirement and restriction of exotic animals such as ferrets, dogs and cats. It is important to note the pet restriction relates specifically to the covenanted area only.

Consent Notice Conditions

These are conditions imposed on subdivision consents where the requirements are ongoing such as the protection of bush areas or wetlands. They are generally imposed where the land being subdivided contains areas of significant indigenous habitat or vegetation. They are also utilised for imposing cat and dog restrictions in kiwi habitat areas and site development conditions. They are registered on the property title and are a form of covenant but are not eligible for rates relief.

PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

This report has no financial implications or budgetary provisions

ĀPITI HANGA / ATTACHMENTS

1. **Attachment A 12-natural-and-physical-resources-full-chapter-for-oc - A3271638**
2. **Attachment C FNDC Practice Note for Significant Indigenous Flora and Fauna (002) - A3271637**
3. **Attachment B Kiwi Distribution Map - A3273338**

Compliance schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

This table must be completed in full – keep your answers brief, as detailed consideration of these issues should form part of the body of your report.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Low Significance – this matter does not meet the criteria/threshold for a matter of significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Resource Management Act 1991 FNDC District Plan LTP Community Outcomes: <ul style="list-style-type: none"> Communities that are healthy, safe, connected and sustainable. Prosperous communities supported by a

Regulatory Compliance Committee Meeting Agenda

20 July 2021

	<p>sustainable economy</p> <ul style="list-style-type: none"> • A wisely managed and treasured environment that recognises the special role of tangata whenua as kaitiaki
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	District Wide Significance
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	No specific implications
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	<p>FNDC Community</p> <p>Ministry for the Environment</p> <p>Department of Conservation</p>
State the financial implications and where budgetary provisions have been made to support this decision.	No Financial Implications
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

5.3 RESOURCE CONSENT UPDATE

File Number: A3346401

Author: Rochelle Deane, Manager - Environmental Services

Authoriser: Dean Myburgh, General Manager - District Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide an update to the committee on Resource Consents.

The report covers:

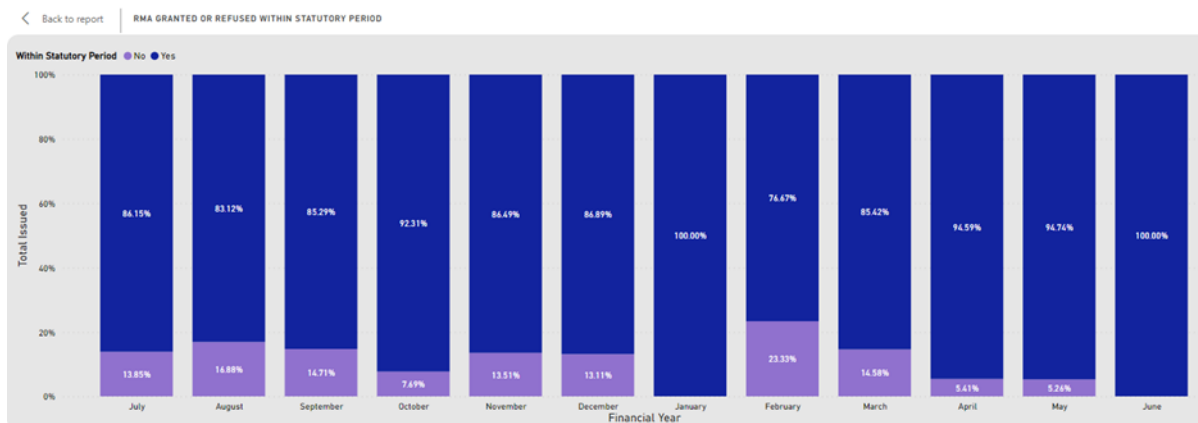
- The number of Resource Consent Applications received
- Environmental Court Issues
- The number of s92 (requests for further information)
- The number of s37 (extensions of time)
- The number of s88 (applications rejected)
- Status of discounts
- Vision 20/20 update
- Report on implementation of regulatory matters arising from Mana Whakahono-ā-rohe under RMA Management

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

There has been a significant increase in the number of consents processed within the statutory timeframes by the Resource Consent team in 2020/21 under the Resource Management Act 1991 (RMA or the Act), despite the high volume of applications continuing to be received in the second half of the year.

This has been achieved by a combination of process improvements, and increased use of external consultants, but most of all, by the commitment within the team to ensure that the statutory requirements are met.

The Resource Consent Team has achieved a compliance rate of 89% for the 2022/2021 year. This is an improvement of over 23% on the previous year.



Planners each process between 10 and 25 consent applications at any one time. These can be at various stages of the processing cycle i.e. some are newly allocated, some are active, others are on

s92 of the Act (request for further information) or s37 of the Act (power of waiver and extension of time limits) while others are being reviewed for sign off.

Some Consent applications are allocated to consultant planners in order for Council to meet statutory processing time frames and in cases where there is a Council conflict of interest with the applicant. At any one time there may be between 20-40 consents being processed by consultant planners.

TŪTOHUNGA / RECOMMENDATION

That the Regulatory Compliance Committee receive the report Resource Consent Update.

TĀHUHU KŌRERO / BACKGROUND

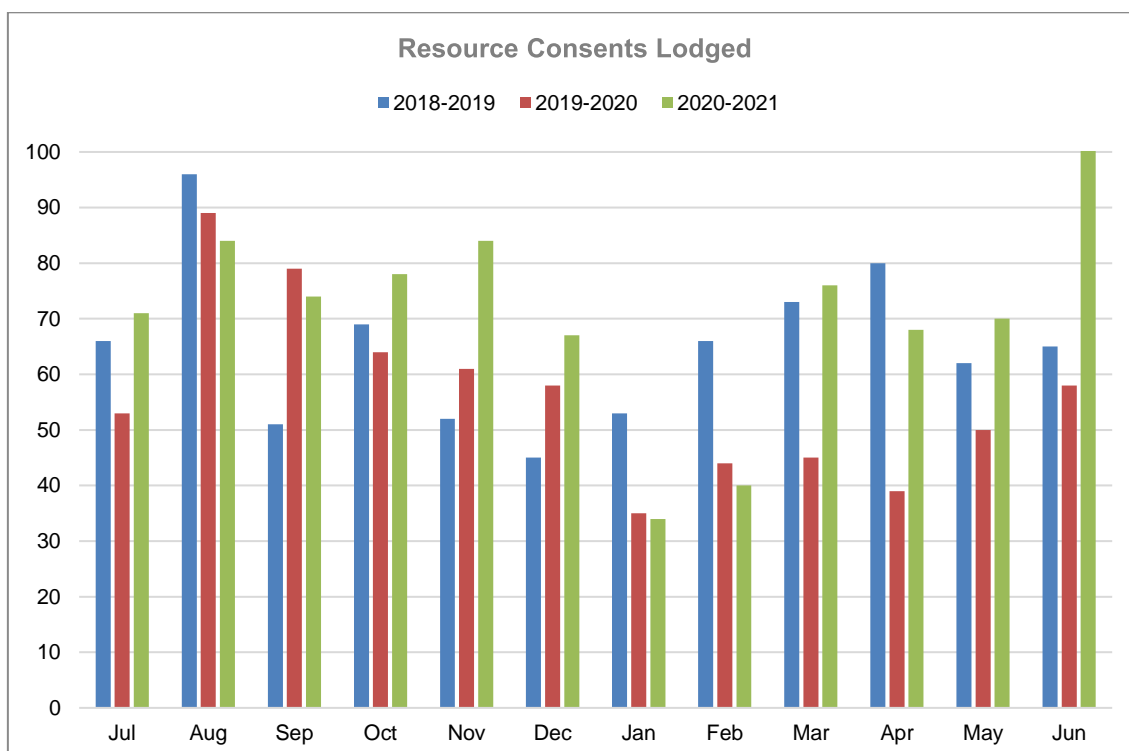
Processing an application within the statutory time frames set by the RMA is compulsory. The onus is on councils to ensure statutory time limits are met, which is particularly important to Council to avoid having to apply discounts under the Act discount regulations. In addition, there is also a requirement to ensure that any process is timely, efficient, consistent, and cost effective, and to 'avoid unreasonable delay'.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Number of Resource Applications Received

A total of 867 resource consent applications were received during the 2020 - 2021 financial year. This is 89 more application received than in 2019/2020 and 12 less than in 2018/2019 where there were 879 applications received.

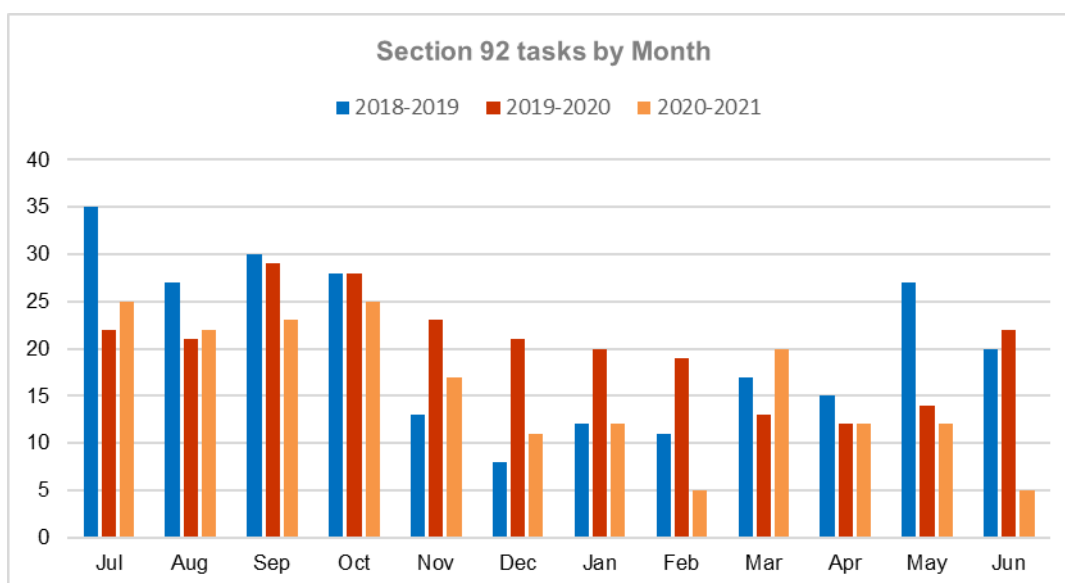
The figure of 867 applications is the volume of consents Council has processed that Council are obliged to report to MFE on meeting the statutory timeframes. The total number of applications Council has received including those that are not subject to statutory timeframes is 1,356.



The number of s92 (requests for further information)

Section 92 of the RMA allows Councils to request further information from an applicant before making the decision to refuse or grant consent. It can also be used to commission a specialist's report. A s92 request is made when Council's planner doesn't have adequate information to make a decision on the proposal; they need further information to fully understand what is proposed and how the proposal fits with planning rules, objectives, and policies.

There were 199 s92 requests made in 2020/2021, compared with 244 the year prior. This reduction is reflective of higher quality applications being received initially due to the tougher line taken on rejecting applications under s88.



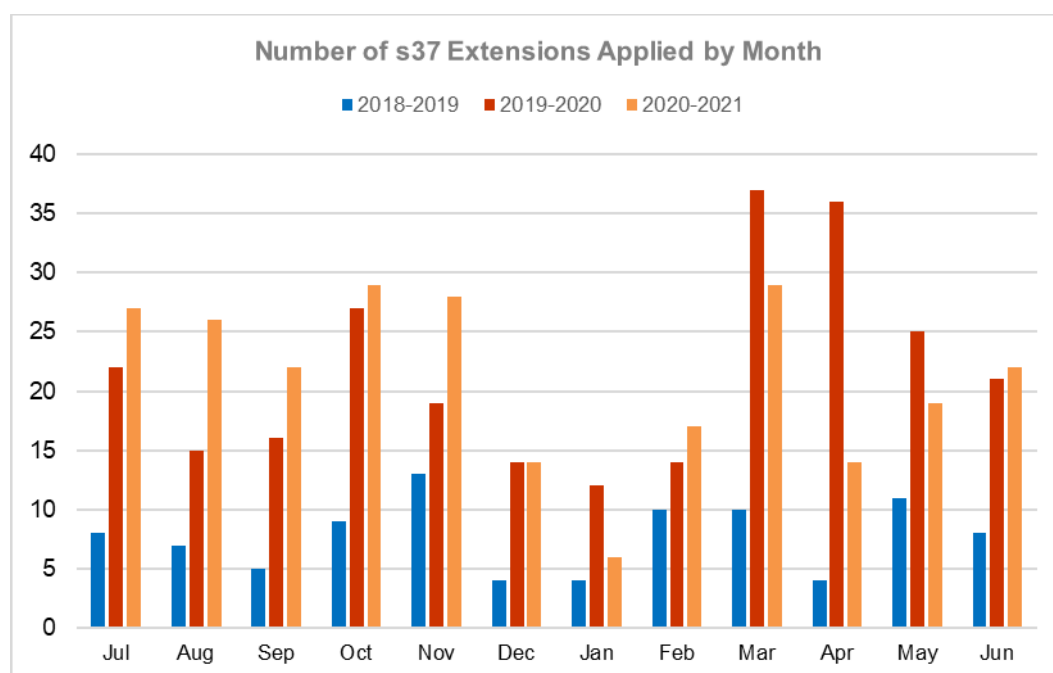
The number of s37's (extensions of time)

Section 37 allows council to extend a time period specified in the RMA.

Under s37(a)(4), a council can extend a time limit (relating to the stated matters) for up to double the maximum period specified in the Act when:

- special circumstances apply (including special circumstances existing by the scale and complexity of the matter); or
- the applicant agrees to the extension.

There were 253 applications placed on s37 during 2020/2021, compared with 258 the previous year. The high number of applications on s37 hold during the months of March and April 2020 reflects the Covid-19 lock down period where many applications could not be further processed or completed due to planners and/or engineers unable to conduct site visits, however the similar numbers would be in response to the higher number of applications received in 2020/21.



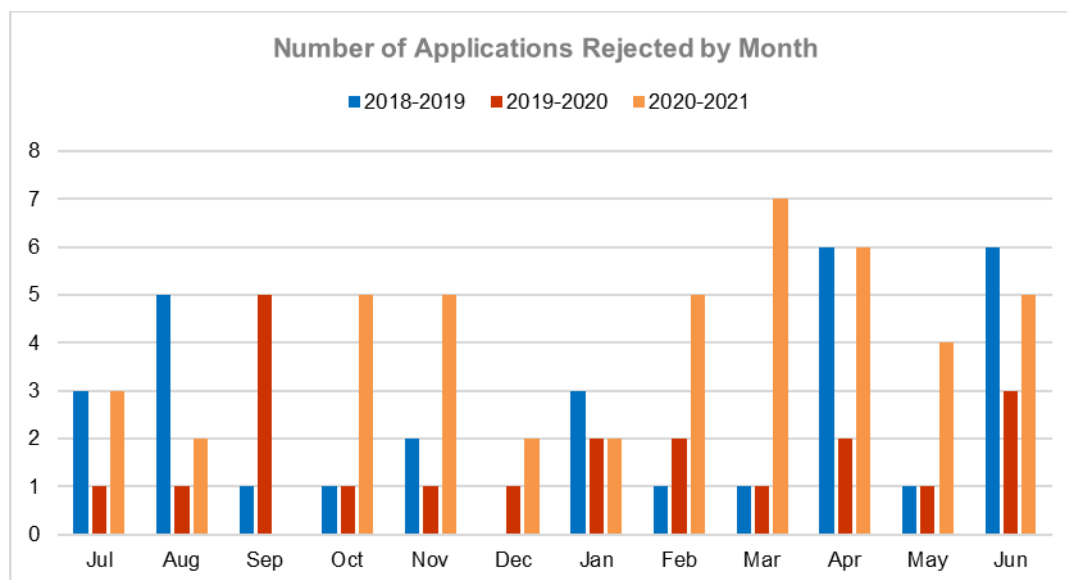
The number of s88 (applications rejected)

Section 88 and Schedule 4 of the RMA state what information an application and supporting Assessment of Environmental Effects (AEE) must contain to be considered complete and therefore acceptable to be processed. The RMA provides a 10-working day timeframe to assess the application under s88 to determine whether it is complete or return it as “incomplete”.

If a Council determines that the application is incomplete, the applicant is advised within 10 working days of lodgement with written reasons for the decision. Then, if the applicant decides to lodge the application again, it is treated as a completely new application - with a new, and later, lodgement date.

In 2020/2021 there were 46 applications rejected under section 88, compared with 16 the previous year. This increase is due to taking a stronger line on applications being received that were not meeting Schedule 4 of the RMA (the required criteria). This was creating an increased workload on processing planners to chase, that should have been completed prior to being lodged. This is also reflective of the s88 check being undertaken on day 1-3, whereas in previous years applications often were not subjected to a s88 assessment until after the statutory 10-day period had expired. Substandard applications not rejected under s88 create additional work for the planners and engineers, which in turn increases the cost of processing the application for the applicant.

The quality of applications also has implications on meeting statutory timeframes and how often s92 or s37 is applied. Time delays and cost are the biggest complaints received from applicants. By ensuring that s88 assessment are efficiently undertaken early in the process the Team can increase the quality and timeliness of their decisions while meeting the expectations of the applicants. There has been resistance from some agents to the efficient application of s88, these in general are those agents who consistently lodge incomplete or substandard applications. However, it is anticipated that over time the consistent application of s88 will become the accepted standard by these agents and positive gains in quality and cost will be reflected to the applicant.



Status of Discounts

The Resource Management (Discount on Administrative Charges) Regulations 2010 require local authorities to provide a discount for resource consent applications not processed within the statutory timeframes set out in the RMA. The discount set out by the regulations is 1% per day, up to a maximum of 50 working days.

Discounts applied to consent processing for 2020/2021 was \$44,090.58. For the same period last year there had been \$184,927.90 applied. This result is reflective of the team meeting statutory timeframes.

Total RC Discounts GST Inclusive		
Month	2019/2020	2020/2021
July	\$23,700.54	\$11,085.28
August	\$37,613.32	\$7,503.62
September	\$52,565.73	\$1,241.74
October	\$25,712.91	\$7,167.38
November	\$8,280.86	\$3,594.05
December	\$16,277.25	\$2,147.36
January	\$1,922.63	\$8,462.86*
February	\$10,226.58	\$532.70
March	\$2,604.72	\$1,822.10
April	\$1,054.25	\$211.79
May	\$3,222.42	\$321.70
June	\$1,746.69	\$0
Year End Total	\$184,927.90	\$44,090.58

*Consultant firm provided a 50% discount on these fees for processing over time, although this is not reflected in the discounts it is reflected elsewhere in revenue.

Environment Court Issues

Appeals

Only one appeal was lodged during the year and this related to an objection to additional processing costs of a resource consent.

The appeal was resolved after negotiation with the appellant without the need for an Environment Court hearing.

Hearing

There were four hearings undertaken over 20/21 with all being determined by independent hearings commissioners.

1. Hearing for Kerikeri Land Ltd (Arvida) for Stage 2 of a retirement complex at the end of Hall Road. This was a two-day hearing held on 9th and 10th September 2020.

2. Hearing for P. Lane Estate being a 5-lot subdivision at Totara North held on 19th October 2020.

3. Hearing for Far North Holdings Ltd being for a reclamation at Opua for a hardstand area. This was a joint hearing with Northland Regional Council held on 7th December 2020.

4. Hearing of an objection by Lineta Ltd to determine whether Council had sufficient information to process an application.

The applications were all approved subject to conditions and there were no resultant appeals.

The objection was upheld with the commissioner ruling that the applicant did not need to provide details of subsequent development proposals for the site.

Mana Whakahono ā Rohe

The purpose of a Mana Whakahono ā Rohe is—

(a) to provide a mechanism for iwi authorities and local authorities to discuss, agree, and record ways in which tangata whenua may, through their iwi authorities, participate in resource management and decision-making processes under this Act; and

(b) to assist local authorities to comply with their statutory duties under this Act, including through the implementation of sections 6(e), 7(a), and 8.

Whakahono ā Rohe came in the amendments to the Resource Management Act in 2017.

Initiating a Mana Whakahono agreement is up to the individual Iwi Authority. However, to date there have been no agreements initiated in the Far North.

When an Iwi Authority starts this process, they go through the Te Hono Team. Once any agreements are reached under this section the Resource Consents Team then have a function as the team that processes consents.

Vision 2020 Update

The Vision 20/20 process renovation project commenced in November 2019, however the dual crises of the drought in January and the Covid-19 pandemic put this project largely on hold until July 2020.

The project objectives were to improve efficiency of resource consent processing by improving systems efficiency and implementing new technology solutions to enable better processing times and customer service. There were 7 key project milestones to be delivered. (**Project Kick off, re-engineered workflow, reporting, electronic document delivery, processing clocks, consultant processing and online lodgement**).

Six milestones have now been completed.

The remaining milestone - **Consultant Processing**, has been placed on hold indefinitely due to concerns regarding data security and conflicts of interest by providing Consultants access to Council's document management systems. This presented potential legal and ethical issues with consultants acting as applicants and regulatory planners.

The delivered milestones continue to be embedded within the team and the delivery is beginning to benefit the processing planners. The new reporting BI gives a clearer indication of application processing and more accurate reporting.

The uptake for **Online Lodgement** has been slow with only around 80 application received by this channel since 1 October 2020. Practitioners continue to be reminded of the new process and encourage to use this method for their next application.

PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications associated with this report.

ĀPITI HANGA / ATTACHMENTS

Nil

Hōtaka Take Ōkawa / Compliance Schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Low Significance – this matter does not meet the criteria/threshold for a matter of significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Resource Management Act 1991 Resource Management Amendment Act 2020 FNDC District Plan LTP Community Outcomes: <ul style="list-style-type: none"> • Communities that are healthy, safe, connected and sustainable. • Prosperous communities supported by a sustainable economy • A wisely managed and treasured environment that recognises the special role of tangata whenua as kaitiaki
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	District Wide Significance.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	No specific implications.

State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	FNDC Community . Ministry for the Environment.
State the financial implications and where budgetary provisions have been made to support this decision.	No Financial Implications.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

5.4 DISTRICT SERVICES MONTHLY BUSINESS REPORT FOR JULY 2021

File Number: A3349642

Author: Dean Myburgh, General Manager - District Services

Authoriser: Dean Myburgh, General Manager - District Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To present a summary of District Services activity and information items.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

This District Services Monthly Business Report provides a summary of progress and highlights for the month of July 2021.

TŪTOHUNGA / RECOMMENDATION

That the Regulatory Compliance Committee receive the report District Services Monthly Business Report for July 2021.

TĀHUHU KŌRERO / BACKGROUND

The District Services group provides many services for the benefit of our communities to make it a great place to work, live and visit. The group is made up of three departments:

- **Community & Customer Services:** This includes Customer Care – Service Centres and Contact Centre, Libraries and Museum, i-SITE Information Centres, Tenancy services for Housing for the Elderly and burial processing for Cemeteries.
- **Building Services:** This includes processing and inspecting Building Consents and Building Compliance related matters.
- **Environmental Services:** This includes Animal Management, Environmental Health (Food, Alcohol and Health licensing and monitoring), Compliance Monitoring (Legislation and Bylaw monitoring and enforcement) and Resource Consents processing.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

The information is attached in the form of a report.

PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial or budgetary provision associated with this report.

ĀPITIHINGA / ATTACHMENTS

1. District Services Monthly Business Report - July 2021 - A3349638  



**DISTRICT SERVICES
MONTHLY
BUSINESS REPORT**

July 2021

**HE ARA TĀMATA
CREATING GREAT PLACES**
Supporting our people

Performance in Brief

Introduction

The District Services group provides many services for the benefit of our communities to make it a great place to work, live and visit. The group is made up of three departments:

- **Community & Customer Services:** This includes Customer Care – Service Centres and Contact Centre, Libraries and Museum, i-SITE Information Centres, Tenancy services for Housing for the Elderly and burial processing for Cemeteries.
- **Building Services:** This includes processing and inspecting Building Consents and Building Compliance related matters.
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Our Customers

We have transitioned to a new measurement system for Customer Experience feedback. AskNicely is our new measurement tool, which is customer friendly, easy to use and simpler.

Our Finances

The District Services group activities are funded from rates or user charges, or a mix of both. The key objective is to fund these services in an affordable, transparent and accountable way. This ensures that payment for Council services is sourced from those who use them.

Funding Breakdown for the District Services Group

Rates 100% User Charges 0%	Rates 90-99% User Charges 1-10%	Rates 70-79% User Charges 21-30%
Customer Services	Building Compliance Monitoring and Enforcement Libraries	i-SITEs
Rates 60-69% User Charges 31-40%	Rates 50-59% User Charges 41-50%	Rates 40-49% User Charges 51-60%
Cemeteries Animal Control	Parking Enforcement	Resource Consents Environmental Health Building Consents Housing for the Elderly

Our Level of Service KPIs

The District Services group performance is measured using Key Performance Indicator (KPI) measures aligned with the Long Term Plan 2018 – 28 (LTP) and Annual Plan.

These measures demonstrate our commitment to our legislative obligations and contribution to community outcomes.

Contribution to community outcomes	
	Communities that are healthy, safe, connected and sustainable
	Connected and engaged communities prepared for the unexpected
	Proud, vibrant communities
	Prosperous communities supported by a sustainable economy
	A wisely managed and treasured environment that recognises the special role of tangata whenua as kaitiaki

Executive Summary

This District Services Monthly Business Report provides a summary of progress and highlights for the month of July 2021. The District Services Group achieved several successes and made good progress in the following areas:

Community and Customer Services

- **Libraries:** A successful Matariki themed school holiday programme was rolled out across libraries during the month. The library self-check RFID project has progressed with a vendor being appointed.
- **i-SITES:** The school holidays brought more visitors to the area, but the weather was variable over most weekends which prevented people from booking activities and visiting the area. Matariki was a great success with a good number of visitors participating in the variety of activities.
- **Customer Care:** There has been a significant decrease in the number of calls (21% and Ask.Us emails (37%) compared to July last year. This may be due to customers being able to do more online.
- **Housing for the Elderly:** Two tenants recently experienced falls which required others to assist them. The team has been in touch with St John to organise a "roadshow" later this year, for tenants to encourage them to make use of the medical alarm service that St John offer.

Building Consents

Compliance with statutory timeframes for both building consents and code compliance certificates is at 100% for the month. On average, building consents are being issued within 11 days and code compliance certificates in 7 days.

35 BWOA audits were carried out during July as the team now focuses on delivering qualitative audits and establishing a work rhythm, supported by digital transformation and new dashboards to track performance.

Environmental Services

- **Resource Consents:** Compliance with statutory timeframes for resource consents is at 100% for the month. Combined with 100% compliance in June 2021, this means the team has achieved 100% compliance for two consecutive months, which is a new record that has not been achieved in recent years.
- **Monitoring and Compliance:** The team achieved a RFS response rate of 82.5%, despite having high number of RFSs received (113) in July. The WoF and Registration enforcement trial began in July, with 7 informational flyers placed on vehicles where the warrant or vehicle registration was out of date. Out of nearly 4000 parked vehicles that were observed, 17% (or 680 vehicles) were noted as having an outdated warrant or registration.
- **Animal Management:** 515 RFS were received for Animal Management in July; 60 urgent and 455 non-urgent. Animal Management Officers continue to respond to requests within level of service agreed times, with 98 % for urgent response and 95% for non-urgent. The Northern Animal Shelter in Kaitia was officially opened on 23 July 2021 and all dogs in council care are currently being housed at this facility.
- **Environmental Health Services:** 22 businesses had verification visits during the month and 30 Good Host Visits (GHVs) of licensed premises were conducted.

Community and Customer Services

This section contains performance information for the Community and Customer Services department.

Introduction

Community and Customer Services includes Customer Care – Service Centres and Contact Centre, Libraries and Museum, i-SITE Information Centres, Tenancy services for Housing for the Elderly and burial processing for Cemeteries.

Connecting with our communities and providing excellent customer service is important to Council. Our Customer Care team at service centres and the contact centre are the first point of contact for people in our district, providing vital services such as delivery of information, liaising with departments to progress requests from the community, helping people to solve Council-related issues, and receiving and processing payments. Customer services related to cemeteries and housing for elderly is also part of our remit.



Our libraries provide leisure and lifelong learning opportunities that strengthen our communities. They provide free and open access to knowledge and information services to all residents, and are a safe, neutral place where people can connect. We maintain and manage six public libraries located in Kaeo, Kaikohe, Kaitaia, Kawakawa, Kerikeri and Paihia and an outreach service.

Museum @Te Ahu's purpose is to illuminate the stories and histories of the Far North district of New Zealand. As the only museum in the area they have an important role in explaining the specialness of the Far North.

Visitors to our District often seek advice about their travel arrangements, and for this reason we provide i-SITES where helpful local experts provide a key component of an excellent visitor experience to our District. Located in key visitor areas, our i-SITES are vitally important to the economic prosperity of our communities. We have three i-SITES in Kaitaia, Opononi and Paihia. i-SITES are not just for our visitors, they also act as the local service centre where residents and ratepayers can register their dog, pay their rates, and make general enquiries about council services.



Community and Customer Care Executive Summary - July 2021

Booking Events

On 6 July 2021 booking events with FNDC became available online. Permits are issued to applicants for the use of Council's open spaces for many kinds of activities such as weddings and other family events, sporting events, circuses, fairs and large community events. Customers can now apply through the FNDC website and the system will step them through what is required.

Libraries and Museum

- A successful Matariki themed school holiday programme was rolled out across libraries.
- Linda Wigley joined the team as Curator at the Museum @Te Ahu until Christmas, while Whina is on sabbatical.
- Nicola Smith gained professional registration of LIANZA.
- The Library self-check RFID project moved forward, with a vendor appointed.
- There has been a noticeable increase in digital checkouts compared to the same time last year.

i-SITE's

School holidays brought more visitors to the area, but the weather was bad over most weekends which prevented people booking activities and visiting the area. The café has been closed in Opononi which affects sales and visitor numbers. With the sale of Fullers Greatsights to the Explore Group, some bedding down of the trips and tours is occurring. Matariki was a great success with a good number of visitors participating in the variety of activities, bringing in both locals and visitors. Events are helping to bring people to the district.

Customer Care

There have been some unavoidable delays in the upgrade of the phone platform to Genesys Cloud. Go live date is expected to be Monday 9 August 2021.

There has been a significant decrease in the number of calls (21%) and Ask Us emails (37%) to the Contact Centre compared to July last year. This may be due to the ability to do more online e.g. request a service, check rates account, apply for a property file or LIM, etc.

Housing for the Elderly

Housing for the Elderly saw two tenancies come to an end in July with two more tenants advising they will be moving on in early August. No new tenancies began in July, but two units were handed back from District Facilities (Awanui and Kaikohe) following refurbishment and are now ready for new tenants.

The two tenants that are vacating in early August had recently experienced falls which required others to assist. As a result St John has been approached to see what support they can offer and whether they can do a "roadshow" to the villages later in the year to encourage tenants to make use of the medical alarm service that St John offer. A roadshow was offered in 2018 and St John has indicated a willingness to do this again.

Kaikohe and Horeke six monthly inspections were carried out with District Facilities and processes have been developed to clarify respective responsibilities of Customer Service Officers (focusing on the tenant and any tenancy concerns) and the Technical Officer (looking after any unit / grounds-based questions and issues).

District Facilities will be moving to a 4-monthly inspection schedule and District Services will look to move to an 8-monthly schedule, joining the technical officer on every second visit they make to the villages.

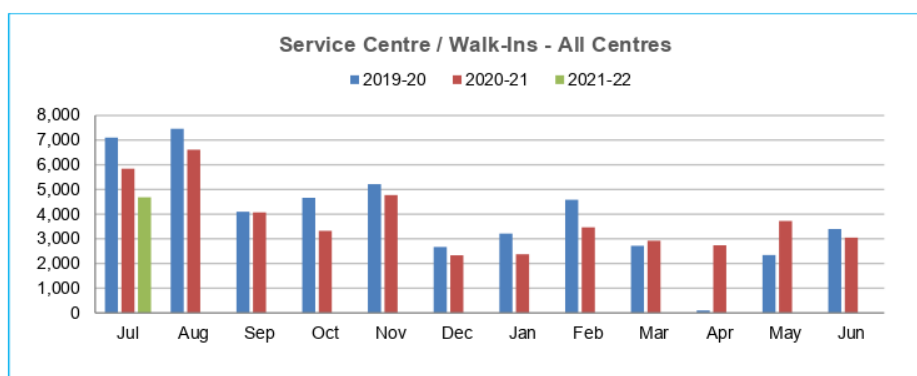
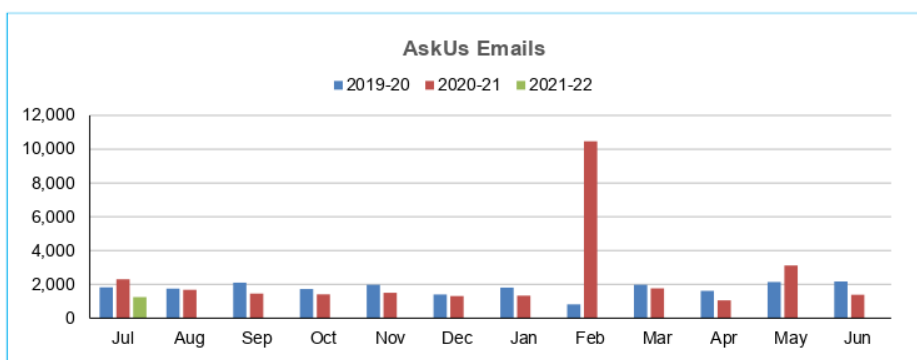
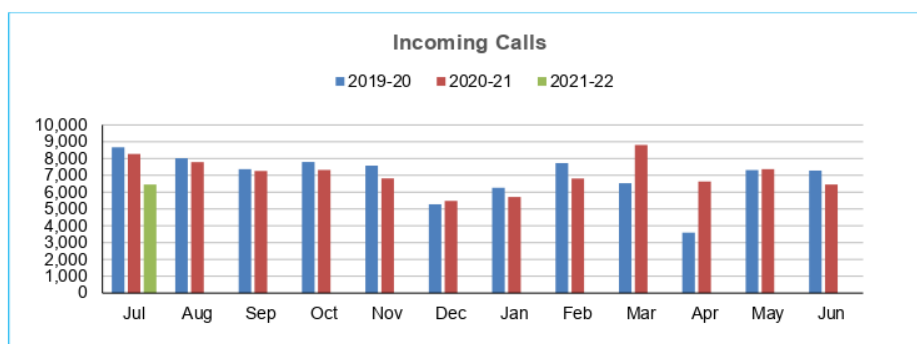
The Oxford Street unit report has come back with the recommendation that these three units are not tenanted for health and safety reasons, unless they are repaired. There is extensive work required and it may not be economical to do so. If the decision is made to decommission the units, a significant amount of local interest has been expressed in the fixtures, doors and windows and whether they could be used for other locally driven housing projects.

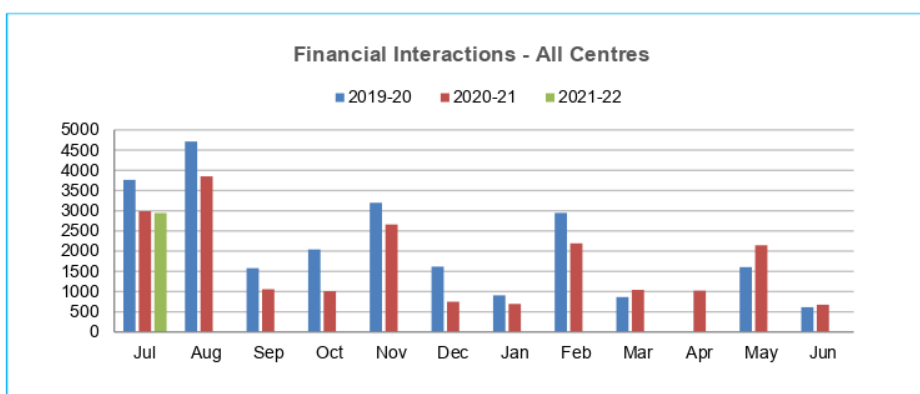
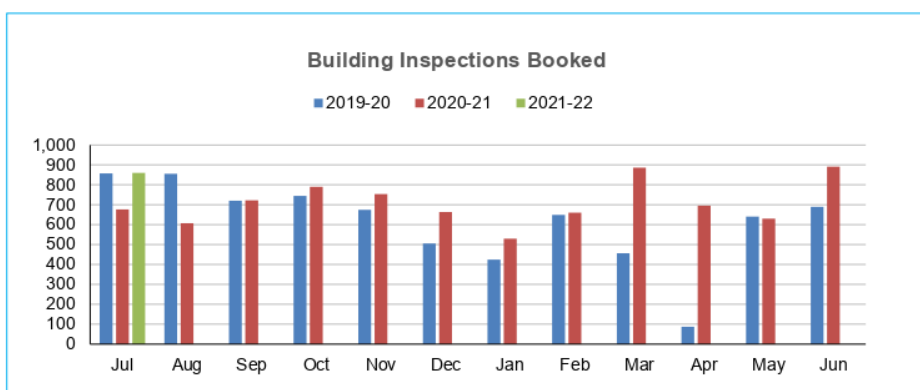
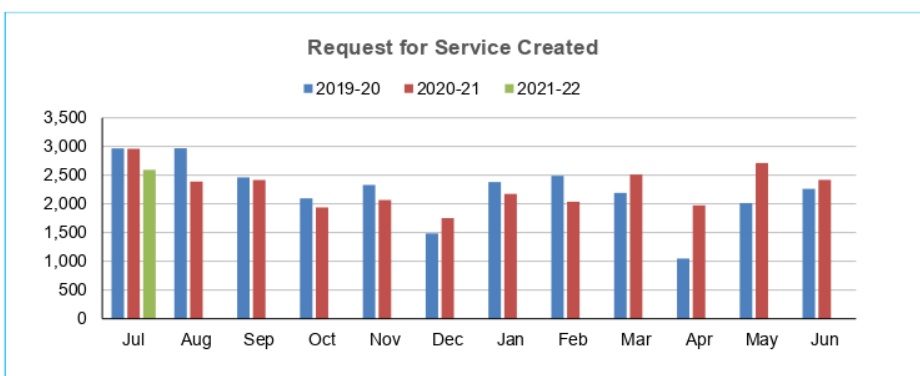
Customer Care

The Customer Care team consists of 2 teams: Contact Centre and Service Centre staff. As well as receiving calls from customers, the Contact Centre staff are also responsible for responding to emails from customers (AskUs Emails), managing online customer registrations and actioning change of address requests for customers. Both teams are also responsible for booking building inspections for the whole region.

Comparison of July 2021 with July 2020:

- 1.44% decrease in financial interactions at Service Centres (2,945 down from 2,988)
- 21.9% decrease in calls to the Contact Centre (6,457 down from 8,272)
- 37% decrease in AskUs emails received (1,246 down from 2,297)
- 27.22% increase in building inspections booked (860 up from 676)
- 19.84% decrease in visits to Service Centres (4,682 down from 5,841)



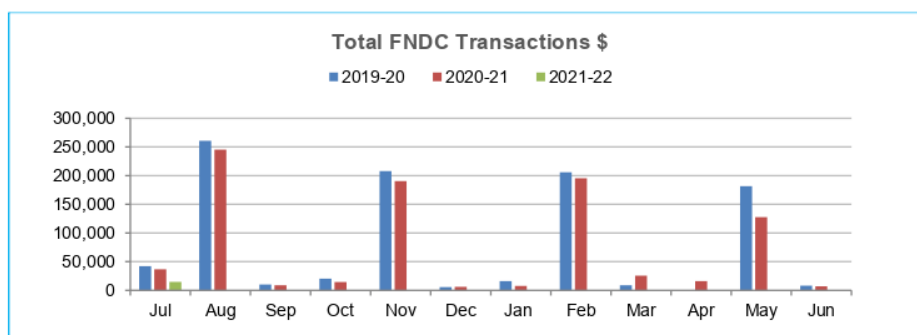
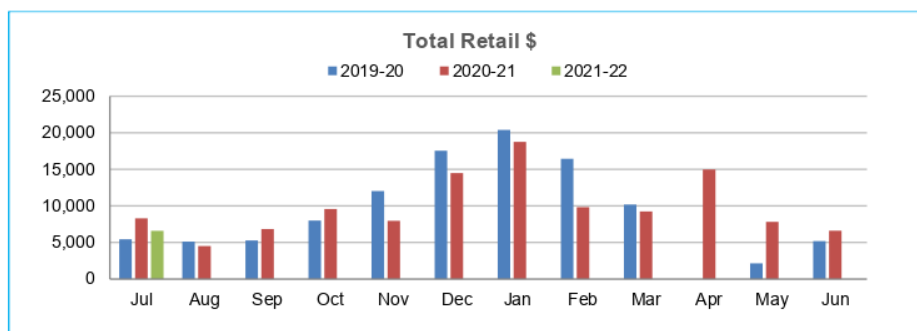
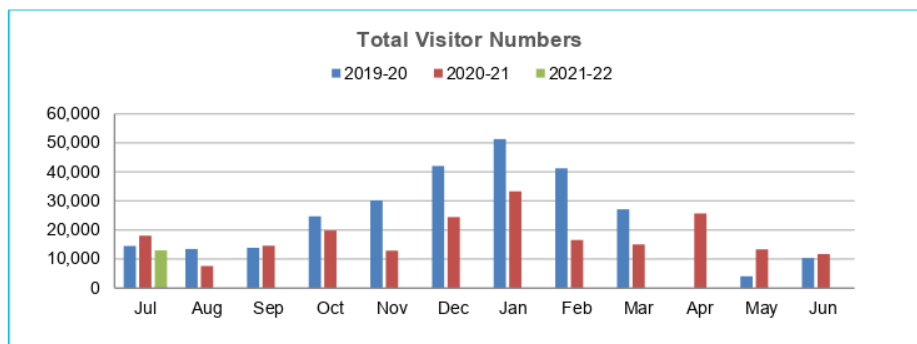


i-SITES

Our three i-SITES are located in Kaitaia, Opononi and Paihia. As well as servicing our visitors the i-SITES function as a local service centre where residents and ratepayers can register their dog, pay their rates, and make general enquiries about council services.

Comparison of July 2021 with July 2020:

- 28% decrease in visitor numbers (12,947 down from 18,033)
- 20% decrease in retail revenue (\$6,582 down from \$8,293.)
- 37% decrease in transaction spend (\$8,954 down from \$14,254)
- 3% decrease in transaction numbers (3,699 down from 3,836)

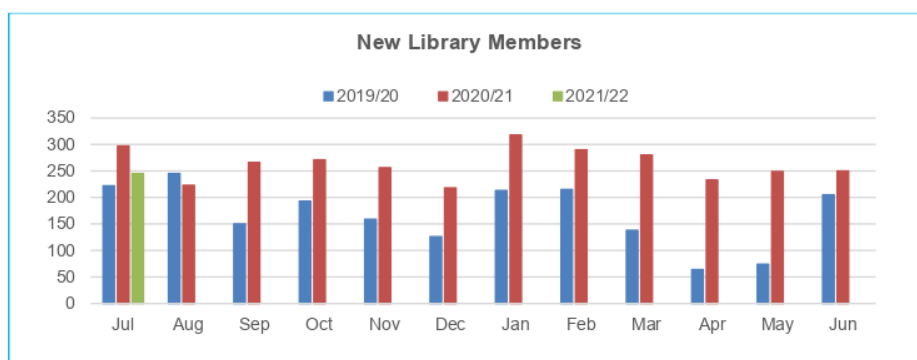
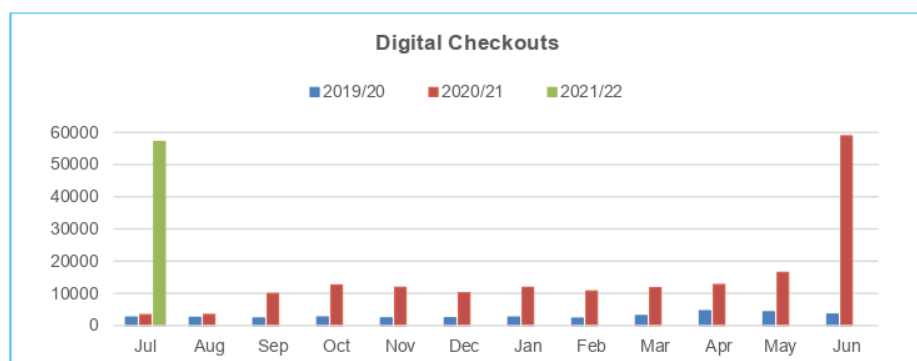
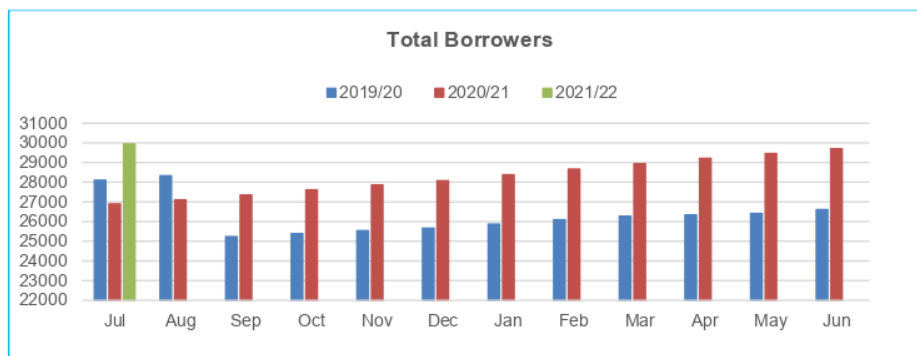


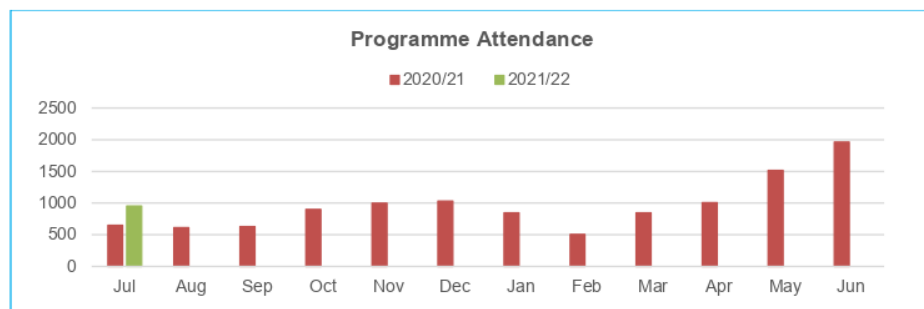
Libraries

Six public libraries and an outreach service (mobile library) provide access to a large selection of reading material such as books for all ages, magazines, newspapers and DVD's. The libraries also provide access to online collections including eBooks, eMagazines, movies and newspapers, computers / internet access, wifi, free internet modems (Skinny Jump programme), printing, copying, scanning, meeting rooms, study spaces and JP services.

Comparison of July 2021 with July 2020:

- 9.5% increase in ebook and audio downloads (10,4528 up from 95,444)
- 55.6% decrease in library website sessions (down from 82,282)
- 1,605% increase in digital checkouts (57,123 up from 3,350)

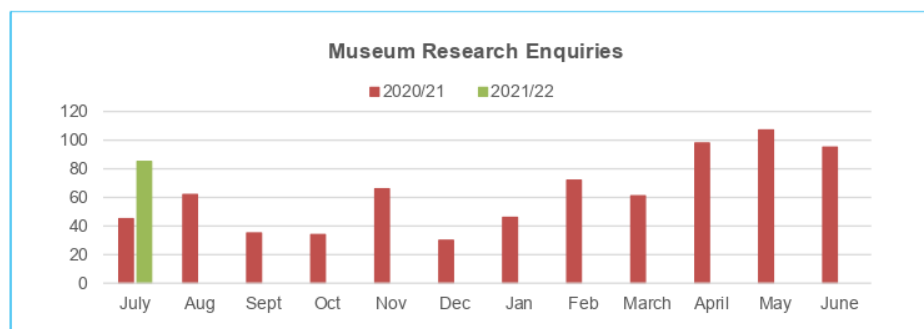




Programmes currently on offer are Tamariki Tune Time, Robotics, Lego club, Minecraft, Virtual Reality, and Storytime.

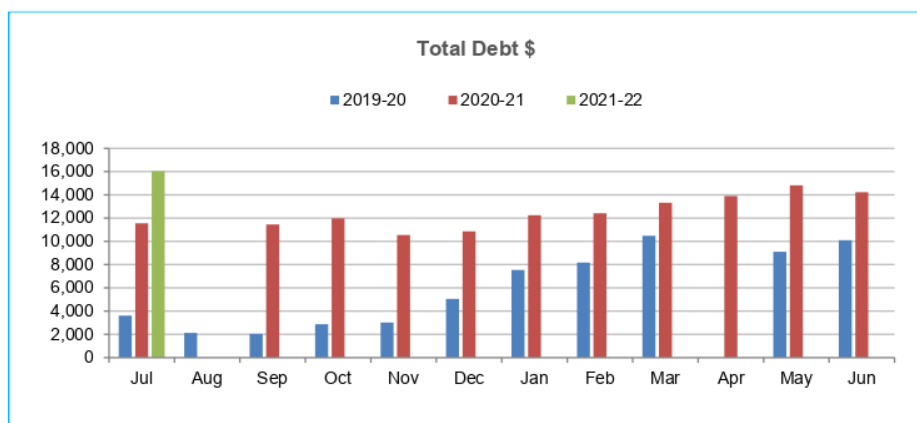
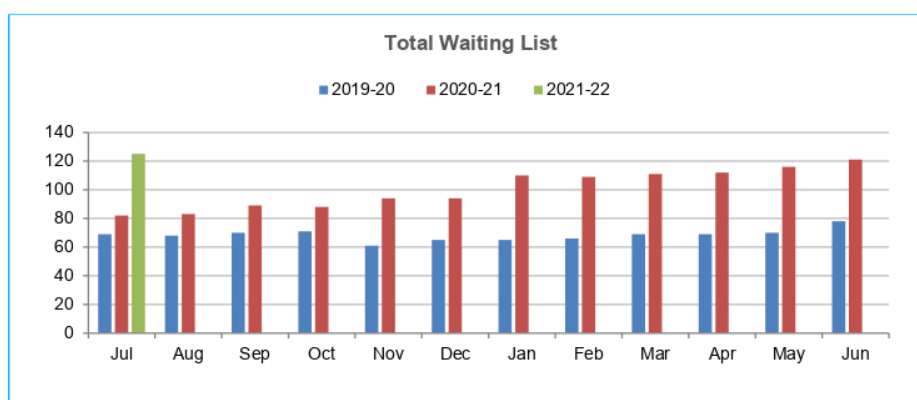
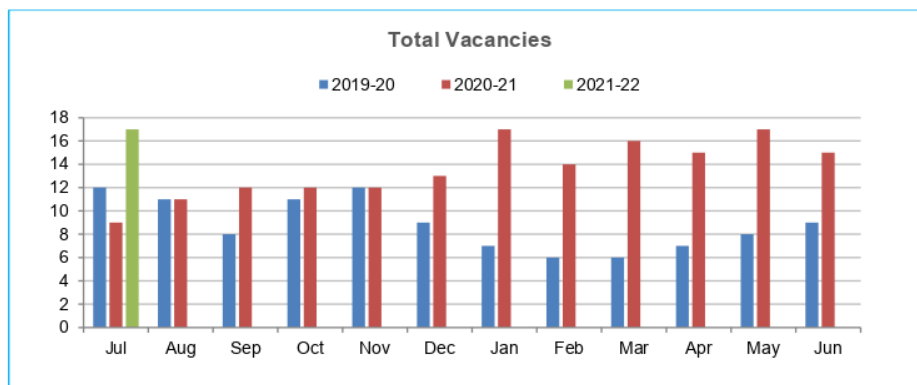
Museum

The Museum @ Te Ahu (formerly known as the Far North Regional Museum) was established in 1969 with the purpose of collecting and preserving treasures and taonga relating to the history of the Far North. It is located in the Te Ahu complex in Kaitiāia.



Housing for the Elderly

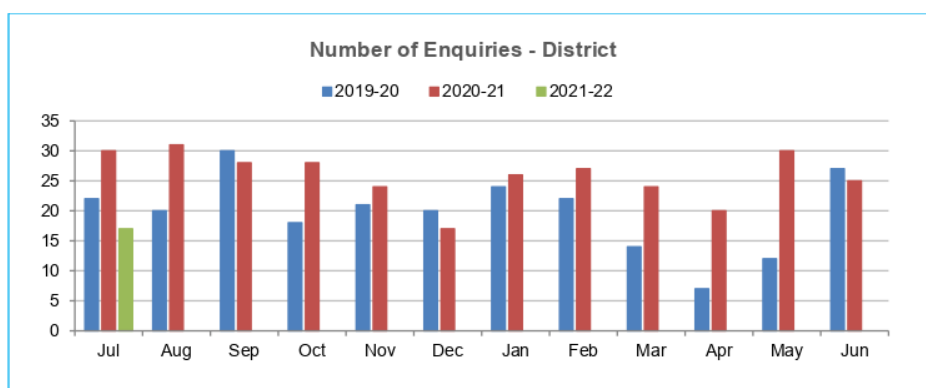
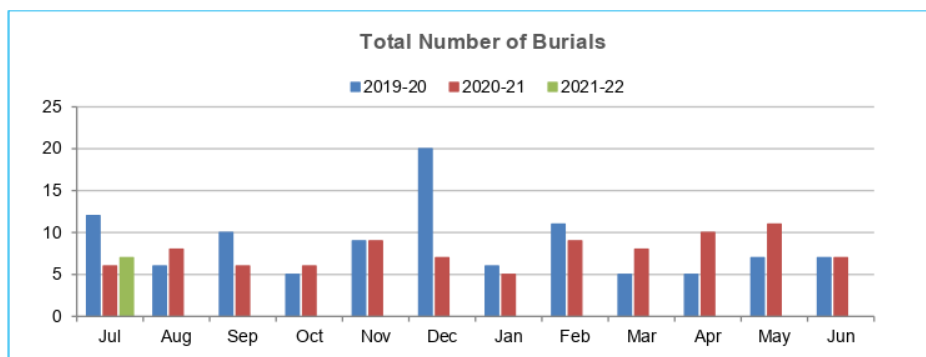
Council offers Housing for the Elderly (HFE) units in 12 complexes (147 units) across the district to eligible tenants over the age of 60 and who are on a benefit. Vacancies are generally due to refurbishment and wait lists continue to be high due to the lack of housing in the district and an ageing population.



*The Total Debt graph shows rent arrears.

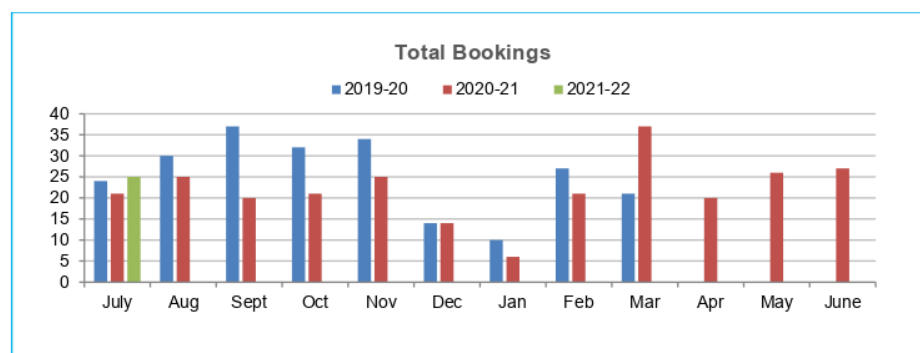
Cemeteries

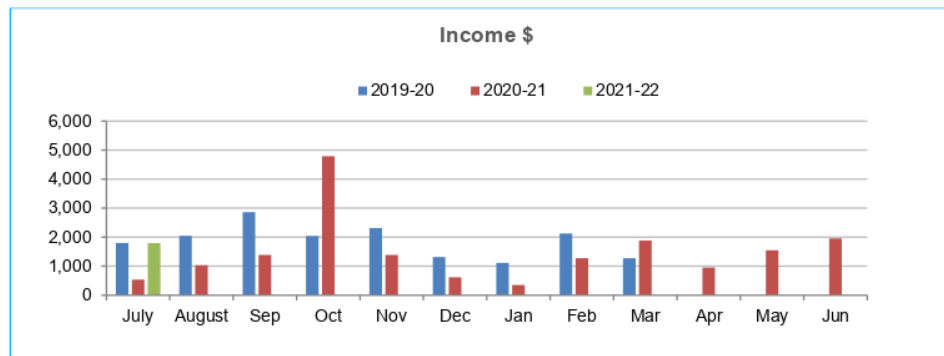
There is a range of services and facilities for burials and memorials in the district. Council manages and maintains 11 of the 26 cemeteries. Genealogy (whakapapa) can be searched using an online cemetery database to find records by family name.



Memorial Hall

The Memorial Hall is located in Kaikohe and is the only Council-owned hall run by Council. It is regularly used for youth martial arts, fundraising and other private events.

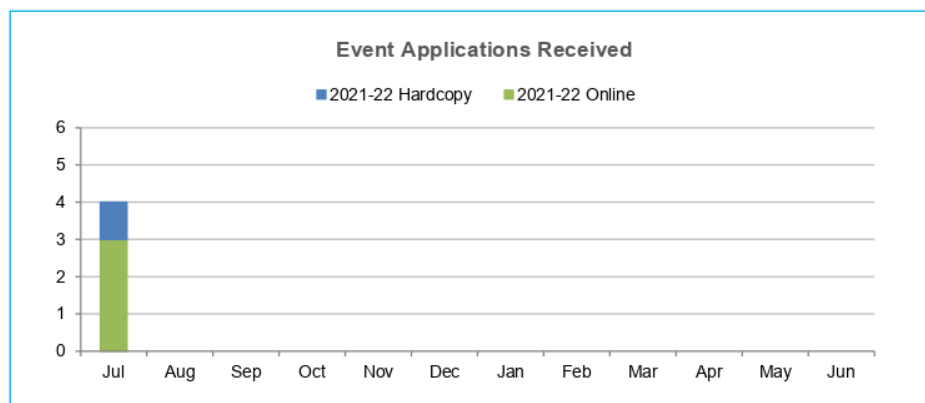




Events

Statistics for events will be reported from 1 July 2021. Three online event applications and one hard copy application were received in July.

Kaikohe Library Square	Live Music - Wayne Taylor Music NZ
Kawakawa Johnson Park	Live Music - Wayne Taylor Music NZ
Rear Garden - Williams House Paihia	Wedding Ceremony
Coopers Beach Reserve	Mangonui Lions Fun Run and Walk - Finish line



Building Services

This section contains performance information for the Building Services department.

Introduction

The Building Services Department consists of two teams, the building consent authority (BCA) and the territorial authority (TA). A territorial authority must perform the functions of a BCA for its own city or district. In addition to these responsibilities, a territorial authority performs the following functions, including any functions that are incidental and related to, or consequential upon these.

The BCA perform the following functions:

- issue building consents
- inspect building work for which it has granted a building consent
- issue notices to fix
- issue code compliance certificates
- issue compliance schedules



A territorial authority issue:

- project information memoranda
- certificates of acceptance
- certificates for public use
- compliance schedules (and amends compliance schedules)



A territorial authority also:

- follows up and resolves notices to fix
- enforces the provisions relating to annual building warrants of fitness
- performs functions relating to dangerous or insanitary buildings
- determines whether building work is exempt under Schedule 1 from requiring a building consent



Power to inspect and enter land

- Sections 222 to 228 provide details of the powers of entry to undertake an inspection

Building Services Executive Summary – July 2021

The BCA has started the new financial year with an on-going positive compliance performance, with 100% for both building consents and code compliance certificates. 188 building consent applications were received in July, 20 more than the six-year average. On average, building consents are being issued within 11 days and code compliance certificates in 7 days.

The challenge to the team this year is to remain in the 99 percentile.

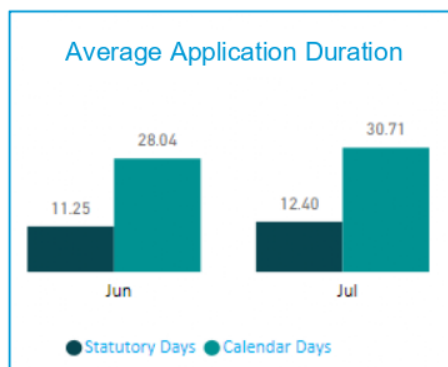
In August, information will be sent through to International Accreditation NZ (IANZ) in preparation for the upcoming special assessment scheduled for October 2021. This is a voluntary check that was discussed and agreed with IANZ following the positive audit result last year. The next mandatory audit is scheduled for October 2022.

Levels of Service

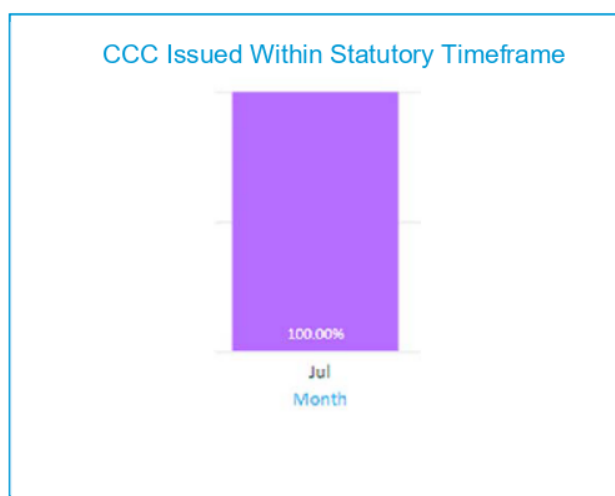
Building consent processing has achieved 100% compliance for the first month of the 2021-2022 financial year. A total of 131 consents were granted in July.



Both the average statutory and calendar days to issue a consent increased in July. Consent numbers remain high and all processing resources are working to capacity.

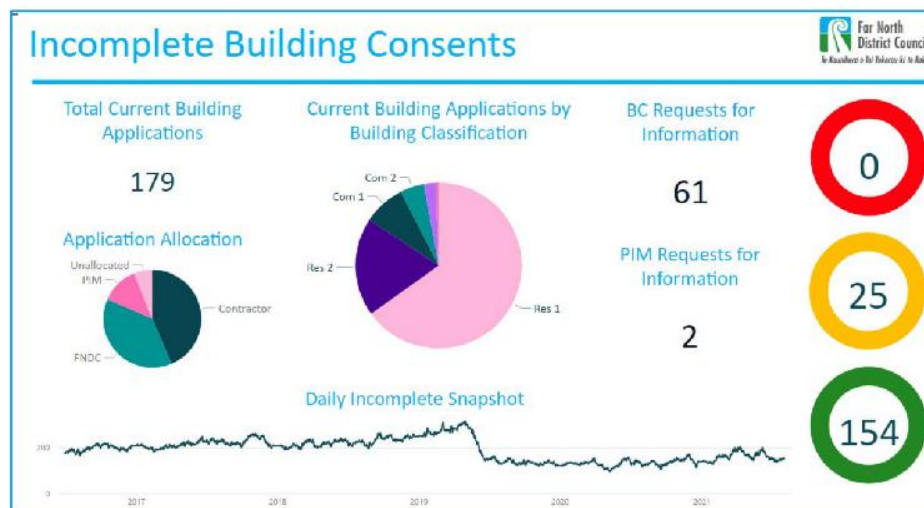


The BCA has achieved a 100% compliance rate for the month of July for issuing code compliance certificates. This is an improvement on the 84.53% reported for the 2020-2021 financial year. A total of 127 certificates have been issued.



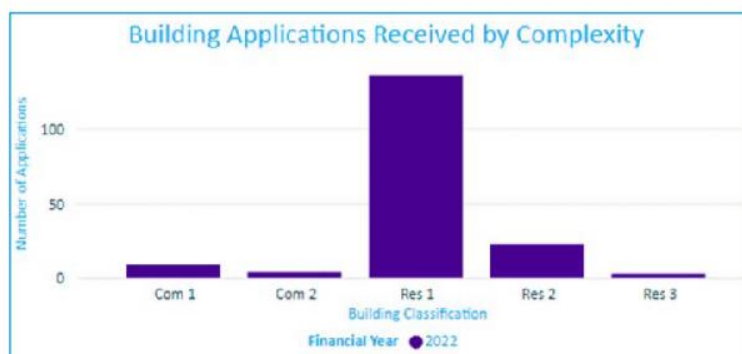
Building Consent Authority

The dashboard below shows the consents currently being processed by the BCA. There are 112 Residential 1 (Res1), 33 Residential 2 (Res2), 4 Residential 3 (Res3), 14 Commercial 1 (Com 1), 8 Commercial 2 (Com 2) and 1 Commercial 3 (Com 3) applications. Use of contractors has decreased marginally to 53% . It is important to note that these numbers include consents that are currently on hold awaiting information.



Received consent applications decreased from 194 in June to 177 in July. This is 32 consent applications higher than July last year and 29 applications higher than the 4-year average.

The dashboard below shows the building consent applications received by category. Res 1 applications continue to dominate the current workload of the BCA with a total of 136 Res 1 applications received in July. The commercial sector remains steady with a total of 16 commercial applications received in July.



Building Compliance

The Building Compliance Team (part of the Territorial Authority) are regulators operating under the Building Act 2004, which sets out the rules for the construction, alteration, demolition, and maintenance of new and existing buildings in New Zealand.

Its purpose is to ensure people can use buildings safely and without endangering the health or the property of others. The team manage the spheres of Building Compliance, Building Warrant of Fitness, swimming pools, Certificate of Acceptance and Exemptions.

Building compliance issues are not always Council's responsibility. Other agencies such as the police or another government agency may be responsible or certain matters may be civil matters to be decided either legally or through mediation.

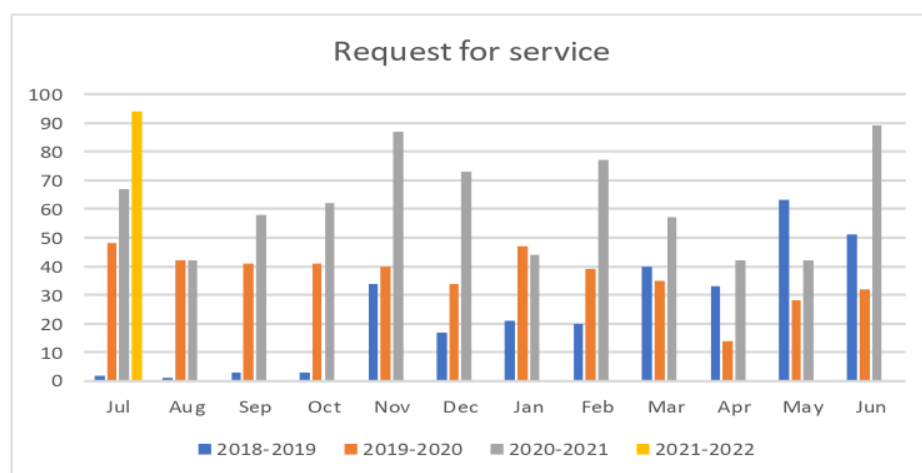
Council ensures compliance by inspecting or monitoring sites to ensure they comply with legislation. Depending on the level of non-compliance, there is a range of enforcement options the Council can take, from education to formal enforcement such as notices and prosecution.

Formal enforcement is not taken lightly. It is based on thorough investigation and considers the impact as well as what the person responsible has done to address the situation.

Requests for Service (RFS)

Requests for service range from general requests about legislation and owner obligations, through to requests to investigate suspected breaches of the Building Act 2004.

July was an exceptionally busy month. The team fielded a number of requests for service, inconsistent with the change in season and the onset of wetter weather. The Building Compliance team continues to deal with a number of dwellings being built across the district without consent.



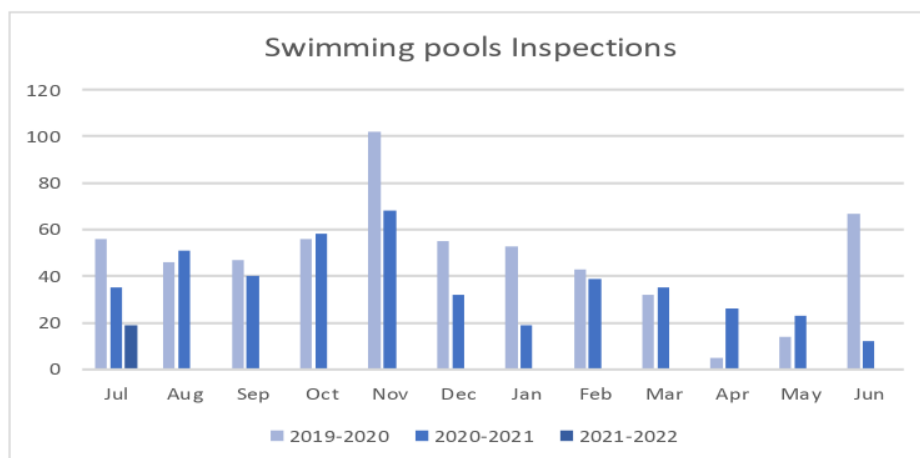
Swimming Pools

From 1 January 2017, the provisions of the Fencing of Swimming Pools Act 1987 were incorporated into and form part of the Building Act 2004. The Act applies to all residential pools and small heated pools with a depth of 400mm or more.

Pools that are filled (or partly filled) with water must have a physical barrier that restricts access to the pool by unsupervised children under the age of 6 years of age. Residential pools, including indoor swimming pools are subject to an inspection every 3 years.

A total of 19 swimming pool inspections were carried out during the month of July, with the completion of inspections on track and as per the allotted inspections for the year.

The swimming pool fail rate was 26% for this period. Council are working hard to provide these homeowners with the knowledge and information to help them achieve compliance and reduce the risk of drowning in the district.



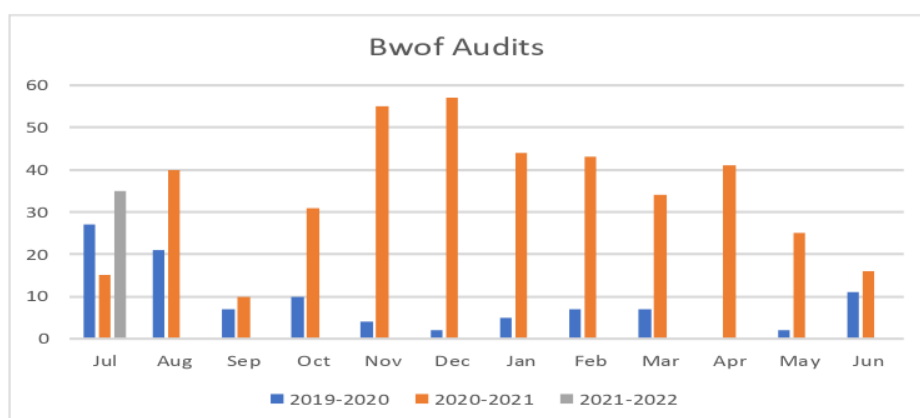
Building Warrant of Fitness (BWOF)

A building warrant of fitness (BWOF) is an annual certificate that confirms that specified systems in a building have been inspected and maintained and that requirements of the compliance schedule have been met.

Building owners are required to engage an independent qualified person (IQP) to inspect and certify the specified systems, display a copy of the BWOF certificate within the public area of the building and to provide the Council with a copy of the BWOF and IQP certificates of compliance.

The Council undertake BWOF audits of commercial buildings following a risk-based approach. Audits are carried out on a 1, 3, or 5-year cycle, but can also include any requests for service where there are concerns about a building owner's on-going compliance with the regulations.

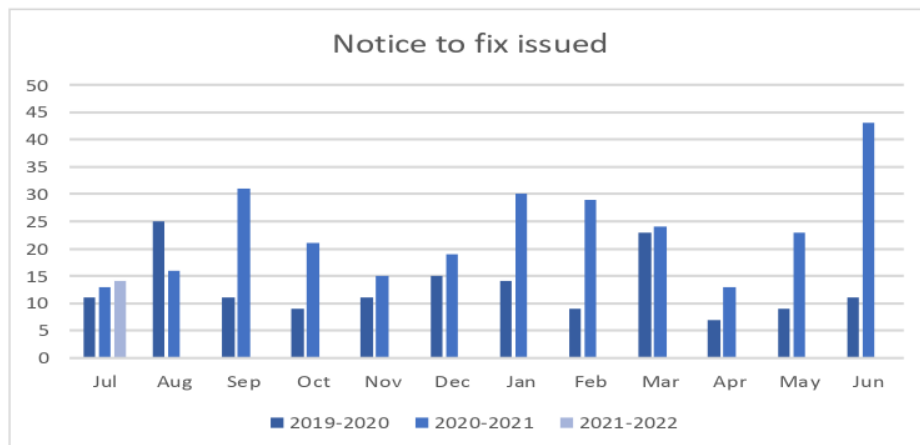
35 BWOF audits were carried out during July as the team now focuses on delivering qualitative audits and establishing a work rhythm, supported by digital transformation and new dashboards to track performance.



Notices to Fix

A Notice to Fix (NTF) is a statutory notice requiring a person to remedy a breach of the Building Act 2004 or regulations under that Act. A NTF can be issued for all breaches of the Act, not just for building work.

14 Statutory Notices were served during the month of July for breaches of the Building Act 2004.

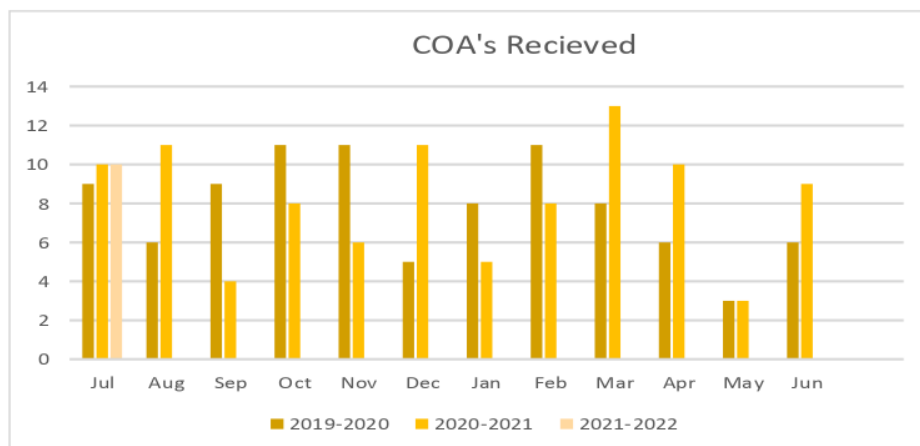


Certificates of Acceptance

A certificate of acceptance (COA) provides building code certification on work that can be inspected. It excludes work that cannot be inspected, so is not as comprehensive as a Code of Compliance Certificate (CCC). A certificate of acceptance applies where:

- work that requires a building consent was completed without one
- urgent work is carried out under section 42 of the Building Act
- another building consent authority or building certifier refuses to or cannot issue a CCC

Council received 10 COA applications during the month of July, consistent with last year's figures.



Infringements

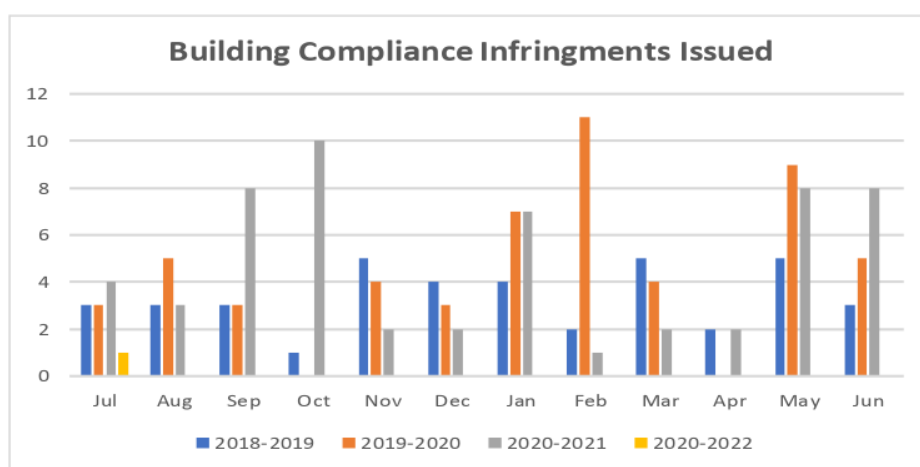
Under Section 372 of the Building Act, an infringement notice may be served on a person if an enforcement officer observes the person committing an infringement offence or has reasonable cause to believe an infringement offence is being or has been committed by that person.

The Building Infringement Regulations contain a clear and unambiguous list of infringement offences. These infringement offences are based on specific existing building offences. The fees are prescribed by regulations, following consultation with territorial and regional authorities, and building sector representatives, with the following principles in mind:

- Higher fees would reflect direct risks to health and safety
- There should be consistency between offences that are similar in nature

Fees range from \$250 (for procedural offences) to \$2,000 (for more serious breaches), with the level of fee reflecting a smaller percentage of the maximum fine already specified in the Building Act.

One infringement was issued during the month of July.



Environmental Services

This section contains performance information for the Environmental Services department.

Introduction

Environmental Services cover the regulatory and licensing activities and responsibilities for council. The department is directed by primary legislation and FNDC policies and bylaws.

This team is made up of Resource Consent Management, Monitoring and Compliance, Animal Management and Environmental Health (Food and Liquor) and associated Administration support.

Activities and services undertaken include:

- the processing and monitoring of resource consent applications and related consents
- promotion of responsible ownership of dogs, including the care and control around people, protected wildlife, other animals, property, and natural habitats
- responsibilities for the sale, supply, and consumption of alcohol, to minimise alcohol-related harm in our District
- providing verification services for food control plans ensuring that food prepared and sold is safe.



The team provides advice and guidance while delivering compliance, monitoring and enforcement across the region. By applying a risk-based approach this enables monitoring efforts to be focussed on the biggest risks to the community and target areas where businesses and people are less likely to comply.

Council has responsibilities under legislation to safeguard public health, safety, and welfare. Regulatory activities and responsibilities, such as the issue of consents, the enforcement of bylaws, and the provision of liquor licenses are undertaken for the benefit of our communities and to ensure that everyone can live in and enjoy our district.

Environmental Services Executive Summary – July 2021

Resource Consents

The Resource Consents (RC) Team has been reaching 100% of every consent issued under statutory timeframes for 8 weeks running. This is the first time the Resource Consent team has had two months in a row of 100% compliance with statutory timeframes. This is a fantastic effort considering the high number of applications that continue to be received.

139 applications were received in July. In total 90 of those were applications under the Resource Management Act 1991 (RMA), reported as part of statutory timeframes and the remaining 49 were applications under the RMA, Local Government Act (LGA), the Liquor Licence Act (LLA), not reported as part of statutory timeframes to the Ministry for the Environment.

The RC Team issued 122 decisions under the RMA and LGA in July. Of the 122 applications, 68 were applications required to comply with statutory timeframes and recorded by the Ministry for the Environment (MFE).

The Resource Consent team now have Business Intelligence for reporting, which has enabled more accurate updates to previous graphs. Due to this, there will be some variations from previous monthly graphs and reports.

Monitoring and Compliance

The team achieving a RFS response rate of 82.5%, despite having a high number of RFSs received (113) in July.

There were 76 noise complaint RFSs received in July, an increase in response times was seen with 79% met for urban areas and 100% met in rural areas against a KPI target of 95%. Strategies for improvement continue to be discussed with the Noise Contractor to increase the figure for urban areas.

29 parking infringements were issued during the month, 67 less infringements than in June and is mainly due to the Parking Warden being on leave for two weeks.

On 1 July the trial for WoF and Registration enforcement on stationary vehicles commenced. During this month flyers were placed on vehicles where a warrant or vehicle registration was out of date as a reminder to get them renewed. Out of nearly 4000 vehicles across the district, an average of 17% (680) were noted as having an outdated warrant or registration during July.

There were 13 vehicle crossing applications received in July, the same number as June 2021.

Environmental Health

22 businesses had food verification visits by Environmental Health Officers during July 2021. There were also 30 Good Host Visits (GHVs) of licensed premises conducted.

Animal Management

The Northern Animal Shelter in Kaitia was officially opened on 23 July 2021 by Mayor John Carter, and from 31 July all dogs across the district in council care are housed at this facility.



Mayor John Carter officially opening the new Northern Animal Shelter in Kaitia

515 RFSs were received for Animal Management in July; 60 urgent and 455 non-urgent. Animal Management Officers continue to respond to requests within level of service agreed times (98% for urgent response and 95% for non-urgent in July).

There were 31 dogs impounded during July, with thirteen dogs adopted via Council's Facebook page during the month and a further five taken by rescue groups.

Resource Consents

Introduction

What we do and why

A critical function of Council is enabling the sustainable use, development and protection of the natural and physical resources in our district. This is underpinned by the obligations imposed by the Resource Management Act 1991. Activities and services undertaken include the processing of resource consent applications and related consents, such as earthworks permits.

Levels of Service

The level of service for resource consents was amended as part of the 2018 – 2028 LTP process to better express councils' commitment to the community. The previous satisfaction measure has been replaced with two new ones to assess the response to compliance incidents, and processing of applications. These more adequately provide an indicator of performance.

Resource Consents Summary

Due to having Business Intelligence released for the Resource Consents Team the previous graphs have been updated. Due to this there will be some variations from previous monthly graphs and reports.

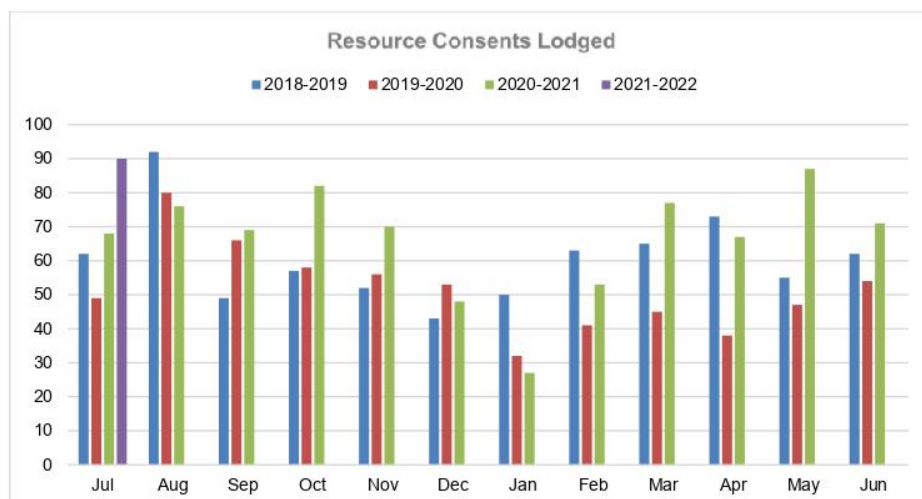
139 applications were received in July. In total 90 of those were applications under the Resource Management Act 1991 (RMA) that we report our statutory timeframes on and the remaining 49 were applications under the RMA, Local Government Act (LGA), the Liquor Licence Act (LLA) that we do not report statutory timeframes on to the Ministry for the Environment.

The RC Team issued 122 various decisions under the RMA and LGA in July 2021 issued. Of the 122 applications, 68 were applications required to comply with statutory timeframes and recorded by the Ministry for the Environment (MFE). As stated above in the summary, no consents were outside statutory timeframes for July. Also due to a correction in lodgement dates in pathway, June also was 100% within statutory timeframes.

To date, the resource consents team has never previously recorded two months in a row of 100% compliance with statutory timeframes.

Applications lodged

The graph on the next page shows the RMA applications received by month over the last 3 years. The planning support team lodged 90 RMA applications in July 2021 compared to 68 in the previous financial year and 41 more applications than the 2019/2020 financial year. This represents the highest ever amount of RMA applications received in July than any of the last three financial years and 2 applications off the highest volume of RMA applications received ever, which was 92 RMA applications in August of the 2018-2019 financial year.



The graph below is one of the new graphs from the recently released Business Intelligence. This graph shows the number of applications received each month since 2017.



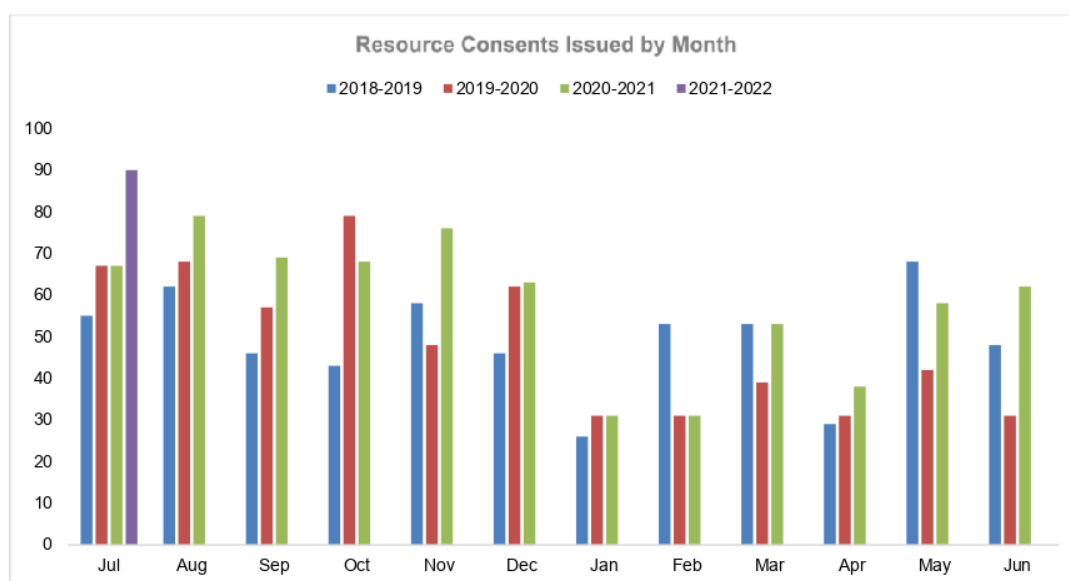
The following graph shows the total number of applications received by year since 2016. This number includes applications received under the Resource Management Act and the Local Government Act (LGA). This shows the volume of applications received tracking upwards since 2016 with a slight decrease in 2020 due to the pandemic and nationwide lockdown.



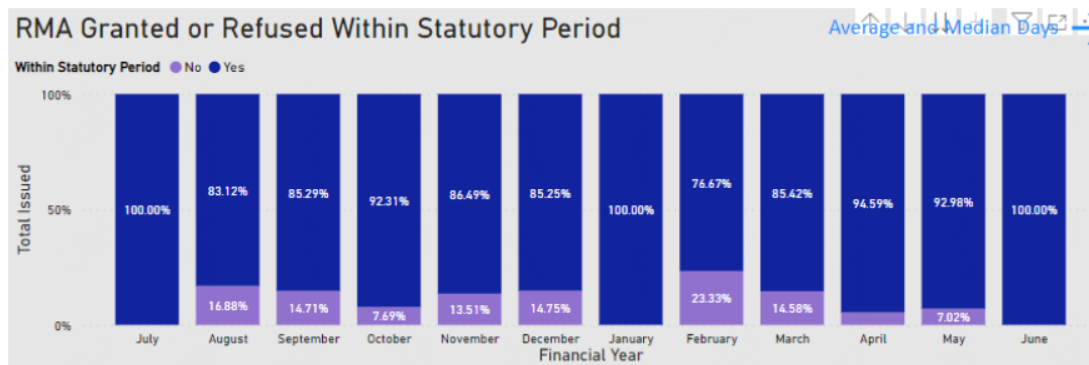
Decisions issued

The RC Team issued 122 various decisions under the RMA and LGA in July 2021. Of the 122 applications, 68 were applications required to comply with statutory timeframes and recorded by the Ministry for the Environment (MFE). As stated above in the summary, no consents were outside statutory timeframes for July. Also due to a correction in lodgement dates in pathway, June also was 100% within statutory timeframes.

The graph below shows 90 decisions issued in July 2021. The number of issued consents is up by 23 on decisions issued in July 2020.



The Resource Consents Performance Graph on the next page shows compliance from June 2020 through to July 2021 (July 2021 is at the start of the graph). Of the 63 RMA decisions issued in July 2021, 61 of those decisions were decisions reported to the Ministry for the Environment (MFE) and all were within statutory timeframes. This confirms two consecutive months being at 100% of decisions being within timeframes.



Types of Applications Received

The two tables below separate out the RMA applications from the rest of the applications received. The second table includes applications from developers to gain a record of title for their subdivision proposals. This shows a high number of land use and subdivision applications were received in July.

Type of Resource Consent	Number Received						
	Jan	Feb	March	April	May	June	July
Land use consent	8	16	29	14	32	41	28
Subdivision	8	6	19	9	15	18	26
Variation	2	5	8	5	6	12	10
Permitted Boundary Activity	1	1	7	4	7	3	9
Extension of Time	0	1	1	0	1	0	2
Certificate of Compliance	0	0	1	0	0	2	0
RMA Discharge	0	0	0	0	1	1	0
RMA Objections (conditions)	0	0	0	0	0	2	1
Combined land use and subdivision	2	4	5	3	6	6	8
Outline Plan	0	0	0	0	0	0	2
Outline waiver	0	0	3	1		3	2
RMAOTH	0	0	0	1	0	2	2
Total RMA	21	33	73	37	67	90	90

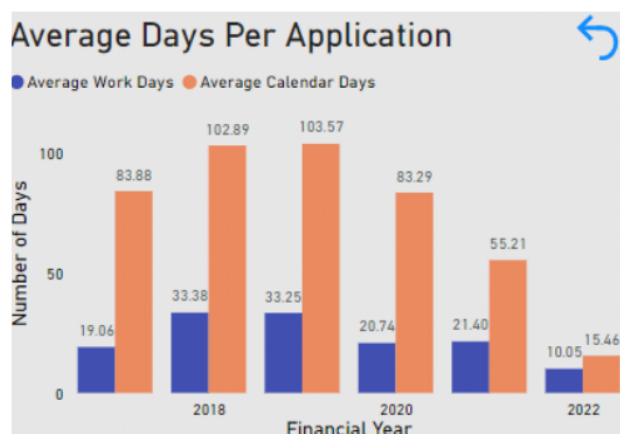
Certificate Applications Received

The table on the next page details the number of certificate and other applications received for July 2021. 53 various certificates and Local Government Act (LGA) applications were worked on and issued in July. The Resource Consents Team is continuing to rely heavily on consultants to meet statutory timeframes.

Type of Certificate & LGA & other work	Number Received						
	Jan	Feb	Mar	Apr	May	Jun	Jul
CER221	0	0	0	0	0	1	0
CER223	16	20	22	18	19	14	20
CER224	4	10	4	14	24	9	14
CER348	0	0	0	0	0	2	0
CERBND	0	0	6	1	0	0	0
CEROTH	0	0	4	1	0	0	0
LGA348	0	2	2	2	2	4	2
LGAEWK	0	8	15	16	6	14	11
LIQCOC	0	1	0	1	2	7	2
Total	20	41	53	52	53	51	49

Trends, News and Success Stories

The graph below shows the average days it is taking the planners and engineers to process an application. The trend is consistently moving down from an average number of days in the 2018-2019 financial year of 33 days, to 21 days in the 2020-2021 financial year. The number of calendar days has dropped from 103 days to 55 days.



In total the resource consents team, along with the planning support team, worked on 90 new RMA, 49 various LGA applications, certificates, licences and permits and issued 122 decisions. In addition, the Resource Consents Team attended 15 concept development meetings (CDM's) and pre-lodgement application meetings in July 2021. The Resource Consent Engineers also worked on 12 Engineering Plan approvals to assist a more streamlined process for building consents being issued and applications for Certificate under s224 of the RMA. The Resource Consents Team has a new Team Leader, Esther Powell. This has created a vacancy for a Senior Planner which will be advertised for shortly.

Status of Discounts

The Resource Management (Discount on Administrative Charges) Regulations 2010 require local authorities to provide a discount for resource consent applications not processed within the statutory timeframes set out in the RMA. The discount set out by the regulations is 1% per day, up to a maximum of 50 working days.

Hearings

There were no hearings held in July. Two fee objections under s358 of the RMA are due to be heard in August.

Customer and Relationships

The Resource Consents Team had 78 surveys sent out in July 2021 with 28 responses received, giving the team a response rate of 36%. Twelve customers scored the team 5, and 2 customers scored with a 1. One customer scored a 3 but then gave a positive comment. The Resource Consents team, being part of the regulatory arm of the council, often receives a negative comment due to the perceived high cost of obtaining a resource consent and or frustration with the District Plan rules and legislation.

Monitoring

Introduction

Council is responsible for safeguarding public safety, minimising environmental risk, and protecting social and cultural interests as directed by primary legislation and our policies and bylaws. The monitoring and enforcement team are responsible for the administration and enforcement of these obligations.

The Monitoring Team is responsible for:

<ul style="list-style-type: none"> District Plan breaches RMA breaches Bylaw breaches LGA breaches 	<ul style="list-style-type: none"> Removal of abandoned vehicles Parking enforcement Resource consent monitoring 	<ul style="list-style-type: none"> Bylaw permits Litter infringements Noise complaints
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Staffing

The team welcomed a new resource consent monitoring officer and a new general monitoring officer. Recruitment is complete for a fixed term monitoring officer and there are currently no vacancies in the team.

Monitoring Team Leader, Ian Wilson, returned from secondment on 5 July and Louise Wilson (following her secondment to the Team Leader - Monitoring role) has taken up a new role within the Infrastructure and Asset Management Group.

Levels of Service

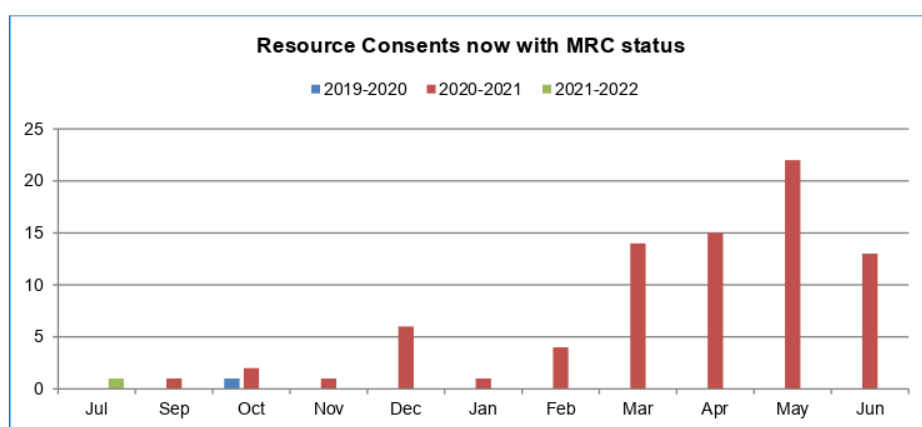
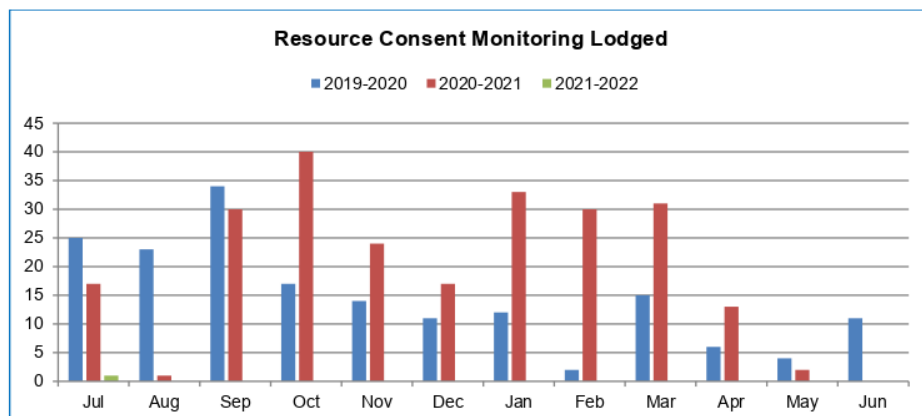
8.3 To ensure compliance with the Resource Management Act with regard to noise pollution.

Performance measure	Latest results: 2016/17	2018/19	2019/20	2020/21	2021-28
8.3.1 Respond to noise complaints within the following timeframes: In urban areas: 1 hour, and In rural areas: 2 hours	New	≥85% within set timeframe	≥90% within set timeframe	≥95% within set timeframe	≥95% within set timeframe

Resource Consent Monitoring

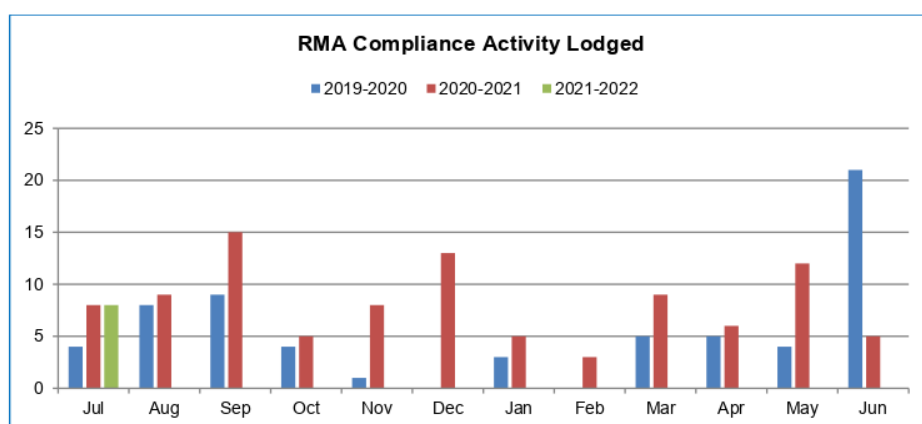
If a resource consent (RC) is issued with conditions, it becomes the responsibility of the Resource Consent Monitors (RCMs) to ensure those conditions are met in a timely manner. The RCMs are notified of decisions by the planners. Recently the Monitored Resource Consents (MRCs) underwent process and systems improvements to facilitate the identification and reporting of resource consents being monitored.

The graphs below show a decline in MRC lodgement as a new process is implemented. In the coming months the recording and reporting of MRCs will increase.

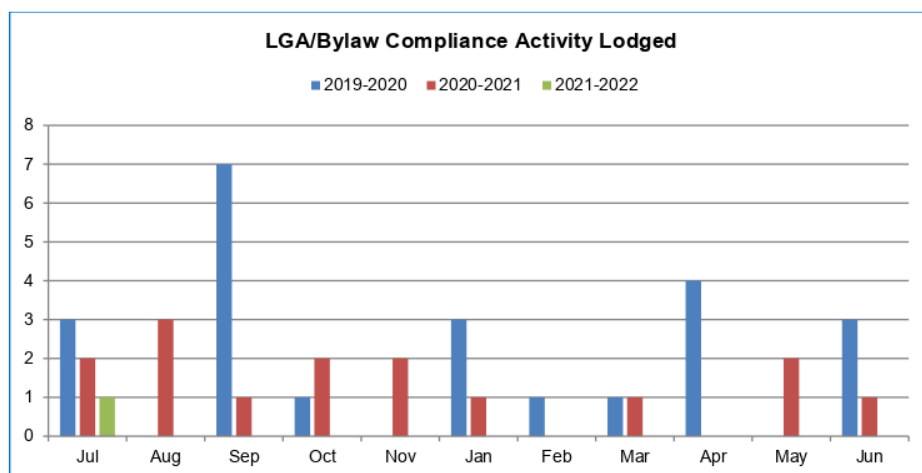


Compliance

Although the Monitoring team's policy is to promote voluntary compliance with the District Plan there comes a point in an investigation where it becomes necessary to escalate the enforcement process. The graph below shows the compliance activity over the last three financial years.



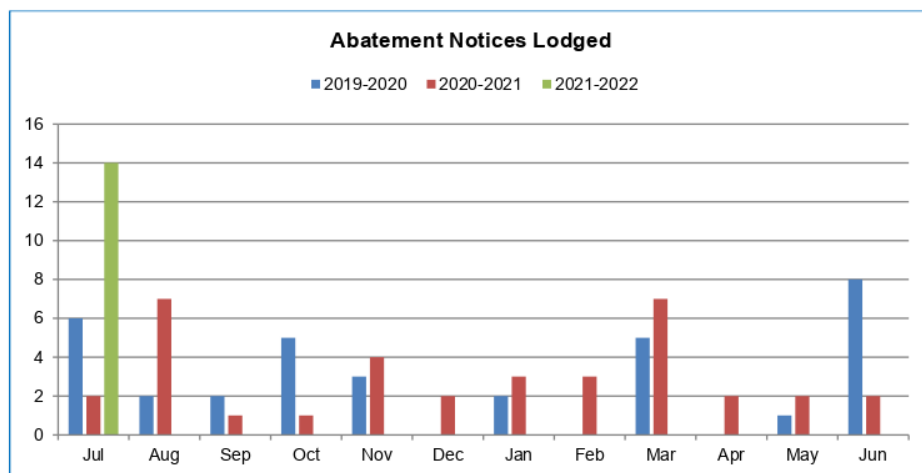
The Monitoring team is also responsible for investigating incidences reported to them of non-compliance with the Far North District Council's Bylaw's. The following graph shows one incident for July 2021. Bylaw Compliance activity has reduced since several Bylaws lapsed and are not able to be enforced.



Abatement Notices

The RMA allows a warranted monitoring officer to issue an abatement notice to direct an offender to do something or cease something that is causing a breach of the RMA. Usually this means ceasing a breach of a rule in the District Plan. Abatement notices can also be issued for failing to comply with a condition in a resource consent or consent notice.

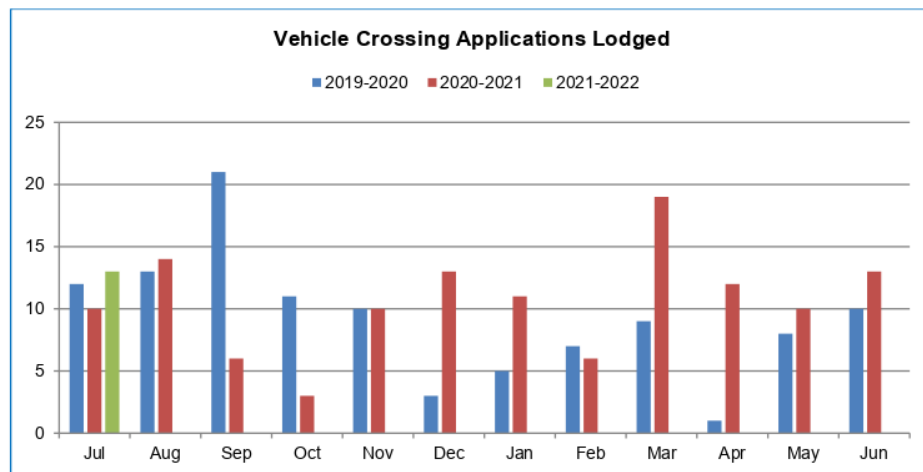
Abatement notices are issued with a specific date by which the offender must comply. If an offender has not complied with an abatement notice and is not showing a willingness to cooperate with council an environmental infringement notice (EIN) of \$750 can be issued.



Bylaw Compliance Activity

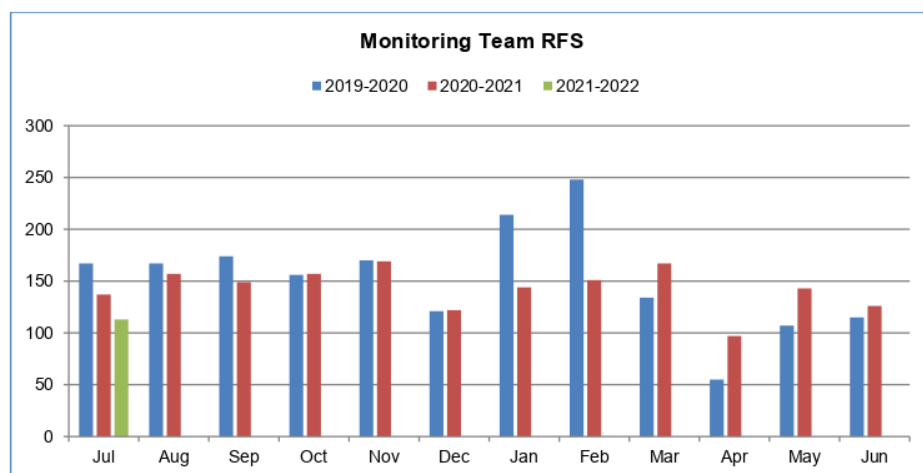
Vehicle Crossing Applications

The Monitoring team has contracted out the management of Vehicle Crossing Applications. The following graph shows the 13 applications received in July 2021 compared to 10 in July 2020.



Monitoring Team RFSs

The monitoring officers respond to requests for service relating to alleged breaches of Bylaws, RMA, Reserves Act, and other Acts for which they are warranted officers. 113 RFSs were investigated in July 2021.

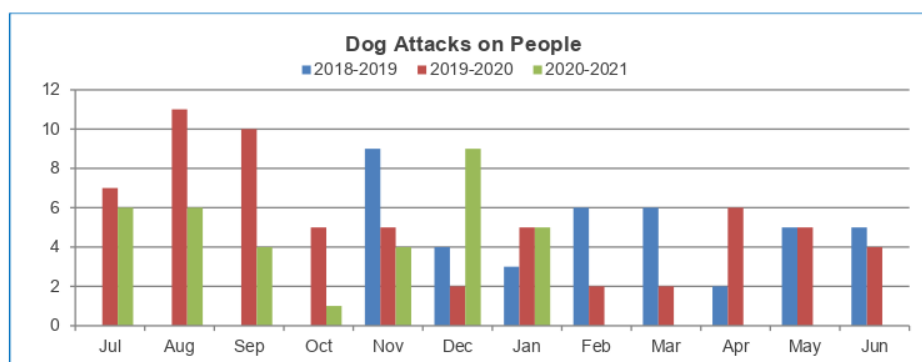
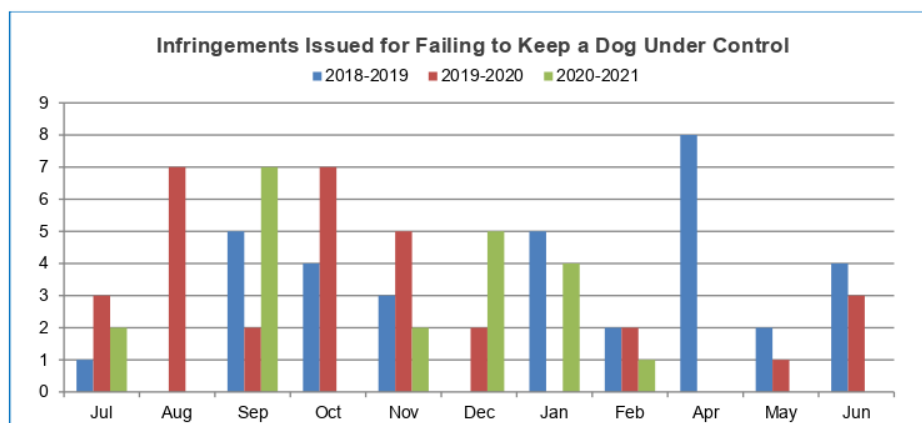
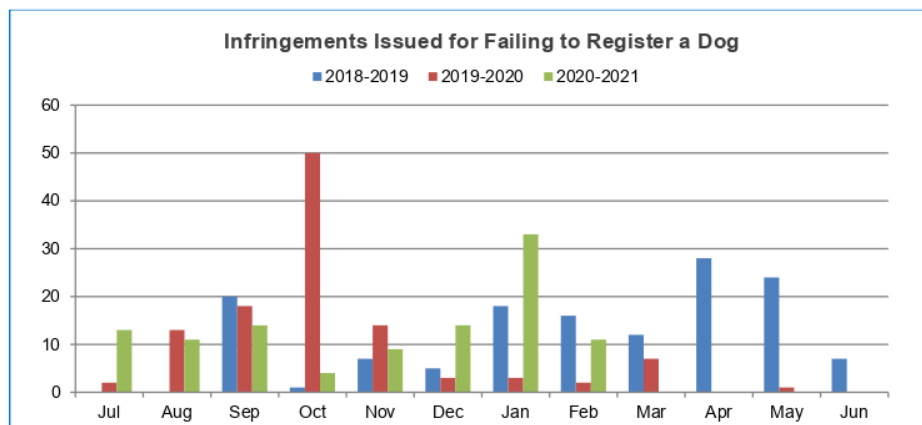


Animal Management

Introduction

Animals, in particular livestock and dogs, play a significant role in the far north lifestyle. Council understands the economic and social benefits of animals, but Council has a duty to contribute to the safety of our communities and the welfare of those animals. The goal of the animal management team is to reduce the risk of potential negative impacts by encouraging responsible dog ownership and working with farmers to minimise wandering stock.

Levels of Service



RFS Responses

The month of July saw a total of 515 RFSs for Animal Management of which 59 were dog attack or aggressive dog reports.

Registration Follow Ups

During the month of July 10 NTR's (Notices to Register) were issued. No Infringement Notices were issued.

In terms of process, an NTR is issued to a dog owner as a prompt to get their dog registered. Officers may give the dog owner a period of time to meet this requirement, however if the dog remains unregistered an infringement notice of \$300 is issued. If registration is paid within a specified timeframe, the infringement will be waived. Unfortunately, continued non-compliance does result in the infringement being sent to the Courts and potential seizure of the dog.

Impounded Dogs

31 dogs were impounded in July resulting in 10 being claimed by their owners, five taken by Rescue Groups and 13 being adopted out to new homes. There were also 13 dogs euthanised in July due to not being claimed by an owner and not meeting criteria to be rehomed.

Dog Adoptions

13 dogs were successfully adopted to new homes and these went to:

- 1 to Whanganui
- 1 within the Far North District
- 1 to Otaki
- 1 to Wellington
- 1 to Waipu
- 1 to Napier
- 2 to Auckland
- 2 to Whangarei
- 3 to Christchurch

Northern Dog Shelter

The official opening of the new Northern Dog Shelter occurred on 23 July 2021.



Environmental Health Services

Introduction

The safety and well-being of our communities, visitors and our environment is one of the primary functions and responsibilities of Council. We are accountable to our communities and have several obligations under primary legislation. The Environmental Health Services team are responsible for the administration and enforcement of these obligations.

The Environmental Health Services (EHS) team is responsible for:

- Food business registrations and health licensing
- Providing food verification services
- Inspections of licensed premises
- Investigating health nuisances
- Carrying out host responsibility inspections of licensed premises and
- Processing alcohol applications

Levels of Service

Level of service 8.2.1. Food Control Plan and National Programme audits completed as scheduled.

The level of service for environmental health was amended to better express our commitment to the community. We have adjusted the target for food control plan audits across the 10 years of the LTP to transition from relatively poor results to the desired level by 2021.

Target: ≥95% This Month: 100% Last Month: 97% Last Year: 92%

During July 2021, 22 verifications were scheduled. Of these scheduled verifications all 22 were completed as scheduled.

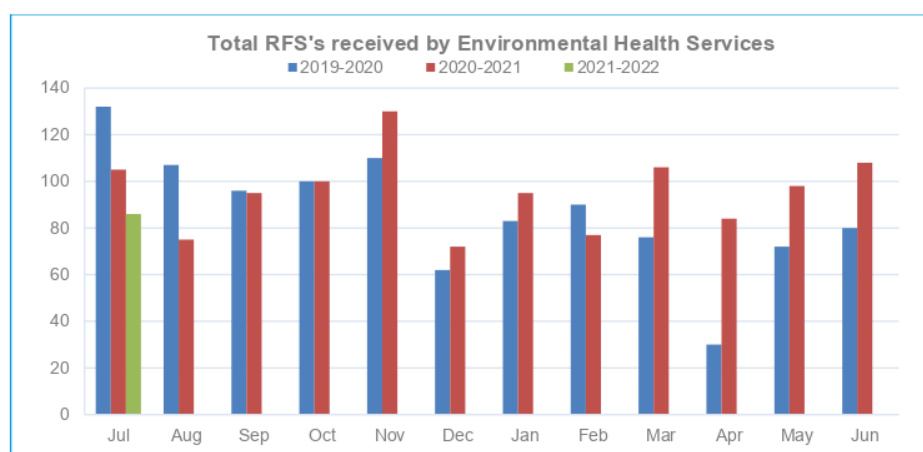
Level of service 8.4.1. All licensed premises are visited for Host Responsibility inspections at least once every four years.

Target: ≥25% This Month: 12.9% Last Month: 100% Last Year: 100%

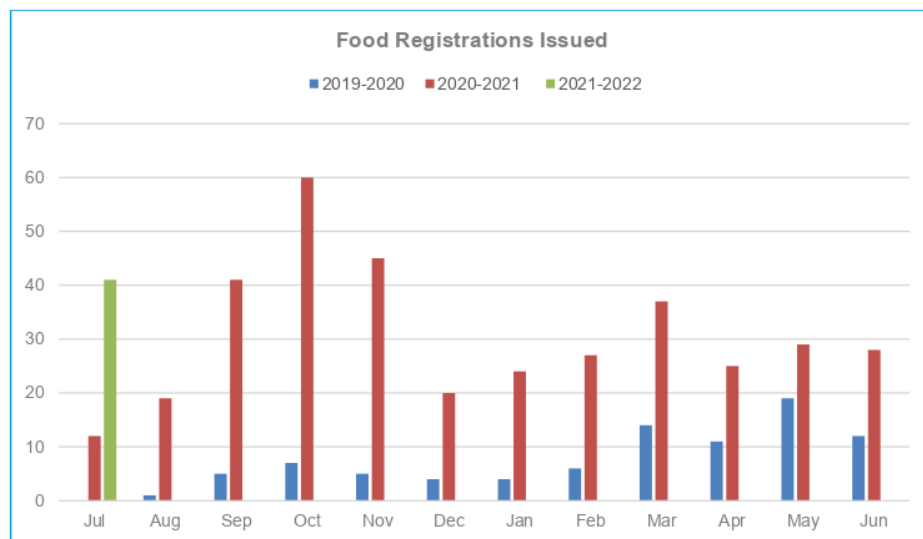
At present there are 258 licensed premises in the Far North district. 25 of these premises hold more than one alcohol licence and therefore will be visited on one occasion rather than separate visits, which will mean that the EHS team will complete 233 visits during 2021-2022.

During July 2021, 30 visits (12.9% of all premises) were completed by the EHS team. For the remainder of this reporting year there is a total of 203 visits to complete.

Requests for Service



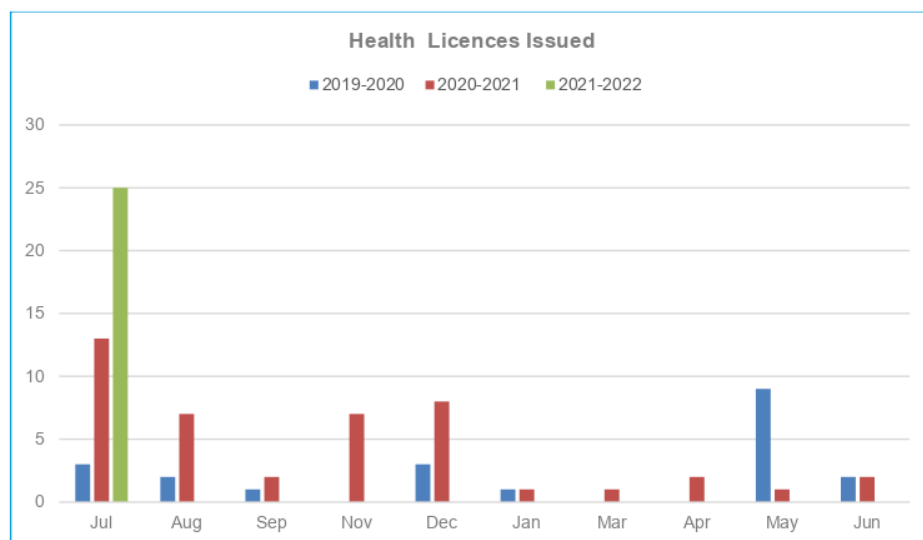
Food Registrations Issued



Alcohol licences Issued

During July, a total of 35 alcohol licenses were issued. There is a notable decrease in the number of alcohol licenses issued compared to 61 issued in July 2020 and 54 issued in June 2019.

Health licensing



Health licenses are renewed on 1 July each year which explains the increase in the number of health licenses issued in July.

5.5 REGULATORY COMPLIANCE COMMITTEE ACTION SHEET UPDATE SEPTEMBER 2021**File Number:** A3352204**Author:** Kim Hammond, Meetings Administrator**Authoriser:** Aisha Huriwai, Team Leader Democracy Services**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To provide the Regulatory Compliance Committee with an overview of outstanding decisions from 1 January 2020.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- Council staff have reintroduced action sheets as a mechanism to communicate progress against decisions/resolutions and confirm when decisions have been implemented.
- The focus of this paper is on Regulatory Compliance Committee decisions.
- Action sheets are also in place for Council and Community Boards.

TŪTOHUNGA / RECOMMENDATION

That the Regulatory Compliance Committee receive the report Action Sheet Update September 2021.

1) TĀHUHU KŌRERO / BACKGROUND

The Democracy Services Team have been working on a solution to ensure that elected members can receive regular updates on progress against decisions made at meetings, in alignment with a Chief Executive Officer key performance indicator.

Action sheets have been designed as a way to close the loop and communicate with elected members on the decisions made by way of resolution at formal meetings.

Action sheets are not intended to be public information but will provide updates to elected members, who, when appropriate can report back to their communities and constituents.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The outstanding tasks are multi-facet projects that take longer to fully complete.

The Democracy Services staff are working with staff to ensure that the project completion times are updated so that action sheets provided to members differentiate between work outstanding and work in progress.

Take Tūtohunga / Reason for the recommendation

To provide the Regulatory Compliance Committee with an overview of outstanding committee decisions from 1 January 2020.

3) PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or need for budgetary provision in receiving this report.

ĀPITIHINGA / ATTACHMENTS

1. **REG Outstanding Actions Report 20200101 - 20210824 - A3352211**  

OUTSTANDING ACTIONS REPORT			Printed: Tuesday, 24 August 2021 4:43:46 PM
Division: Committee: Officer:			Date From: 1/01/2020 Date To: 24/08/2021
Regulatory Compliance Committee			
Meeting	Title	Resolution	
Regulatory Compliance Committee 4/05/2021	Parking Enforcement Services	RESOLUTION 2021/13 Moved: Cr Rachel Smith Seconded: Bay of Islands-Whangaroa Community Board Belinda Ward That Far North District Council: a) makes application for the delegation to enforce stationary parking offences on State Highway from Waka Kotahi (the New Zealand Transport Agency); and the Regulatory Compliance Committee recommends to Council: b) that it commences a trial period of enforcing stationary vehicle Warrants of Fitness and Registration offences across the district. CARRIED	

6 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

7 TE KAPINGA HUI / MEETING CLOSE