Far North District Council

Chief Executive Officer's Report To Council

Period: 1 June 2019 – 31 July 2019

Key Work Plan Areas:

CEO Office

Strategy

Governance

Corporate

Operations

Infrastructure and Asset Management Services

Introduction

Welcome to this CEO report, which provides an overview on the Council's activities for the period 1 June 2019 – 31 July 2019.

Welcome to the latest summary report of Council activities

Introduction from Darrell Sargent, Acting Chief Executive

The reporting period takes place at the end of one financial year and the beginning of another. As such, this report is characterised by reporting on initiatives that have come to fruition and those initiatives that will set the Council up for success for the year ahead.

Most notably, there has been a significant increase (26%) in the participation in the annual Organisational Survey. The survey covers perceptions of leadership, progress, direction, and engagement. The increased participation is in itself is a marker of high engagement. When placed in the context that there has been an improvement in all survey areas, points to an organisation that believes it is a progressive council.

This perception has been reinforced by the preliminary feedback from the CouncilMARK shadow review. The shadow review was a Council-initiated exercise to gain an independent mid-point review on our progress since the 2017 CouncilMARK assessment. The shadow review took place on 29-30 July and involved two leads commissioned by LGNZ – one involved in the 2017 assessment and the other evaluating our improvement plan of 34 initiatives ahead of the next full assessment in April 2020. The assessors were supported by two observers from LGNZ. The immediate feedback was that the entire review team were impressed by the clarity and purposefulness of our improvement plan, the high levels of staff engagement over the two days, the progress made to date, and our desire to address the findings from the 2017 assessment.

Looking forward to our new financial year, planning for recruitment of increased staffing establishment is well advanced. The additional staffing will be pivotal to our success in the year ahead. There is a staggered recruitment programme to ensure we put sufficient effort into getting the right people for the job.

The release of the Pre-election Report was another highlight this reporting period. The Pre-election Report tells our story in a way that is compelling for prospective candidates. This involved the use of infographics, full use of te reo Maori in headings and sub-headings, and an overriding narrative about the affordability challenges for the future provision of core infrastructure.

Far North 2100 is our primary means to engage the community on these challenges and to co-create a sustainable future for our District. In June this initiative moved into the spotlight with a full round of community engagement events with iwi and hapu, and with organisations that can have an influence on the future well-being of the District. These workshops were a significant first step to address the strategic dissonance that has led to underinvestment by the public sector and a failure to fully utilise the economic and social capital the exists in our communities.

Growth in the District appears to be slowing down a little with resource consent and building consent numbers starting to return to four-year averages. It should be noted that the four year averages now include a period of sustained growth. Actual consenting levels have been relatively stable throughout the year. We will continue to closely monitor the situation and continue to embed the improvement programme tied to the BCA re-accreditation.

CEO Office

People and Capability

Strategic Policy and Planning

Strategic Policy and Planning new structure is currently in the recruitment phase, with key leadership appointments made during June and July 2019.

Other Business

Collective Bargaining has resulted in ratification meetings being held with PSA members on 24 and 25 July 2019. PSA members will then have two weeks to consider and vote on the proposed Collective Employment Agreement and Terms of Settlement.

The revised Reward and Recognition scheme has been updated and rolled out 8 July 2019.

As part of the adoption of the Annual Plan, the Council will be recruiting 21 key roles to ensure we deliver to our key programmes of work in infrastructure, engagement, compliance and customer experience. The recruitment will be staggered over the next few months.

Organisational Survey 2019

236 staff completed the organisational survey in June. This is a significant increase in the response to the 2018 survey which drew 188 respondents.

Initial analysis of the 2019 staff feedback indicates an overall improvement and in employee engagement. The results will inform performance development plans in all operational groups.

KPIs for 2019/2020

Teams have been drafting their goals for the new financial year pending confirmation of the Chief Executive's KPIs at the end of August.

These will then be aligned with the goals cascaded down through the leadership teams. Supported through progressive learning initiatives in personal development plans, it is anticipated that all staff performance and improvement activity will be confirmed by late August.

Climate Change

A series of LGNZ Climate Change webinars has been attended by staff.

These events highlighted the future impact for communities and challenges for councils.

Health, Safety & Wellbeing

Summary of Activities

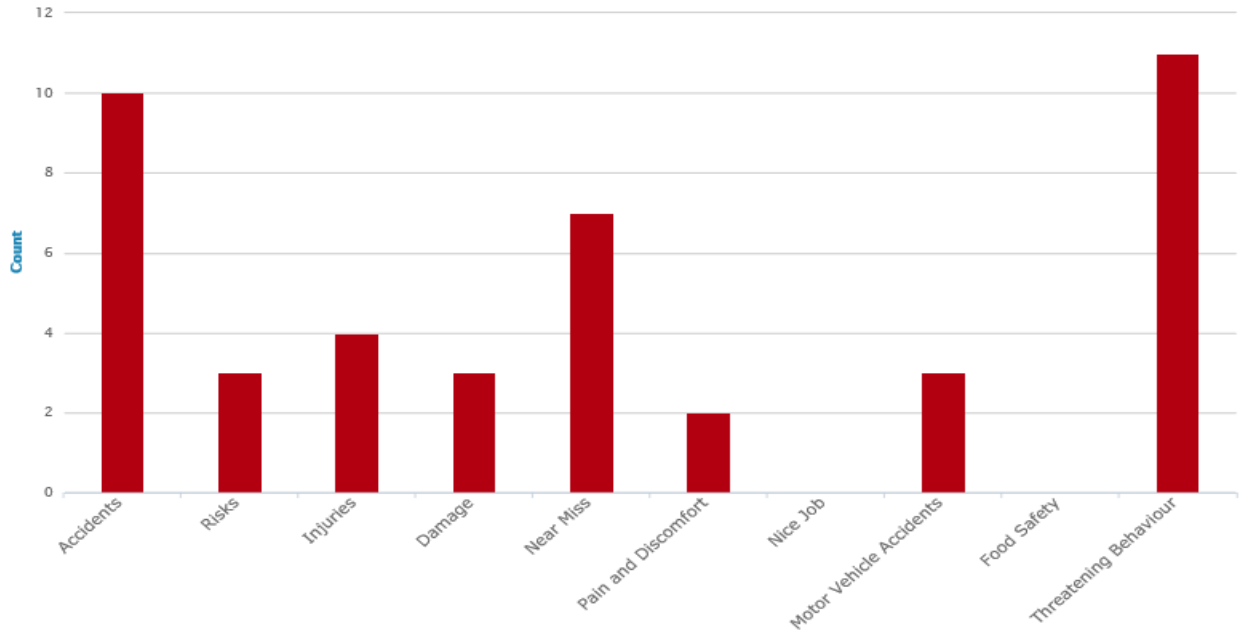
- Kaikohe HQ Security review paper approved by SLT in July, project to commence in August
- Health and safety representatives visited Fonterra's Kauri factory during the period, which will lift representative's confidence and understanding in operational safety matters
- Customer Conflict Awareness training provided during June with attendance from over forty staff, across twelve teams
- Return to Work Rehabilitation Policy and Stress Management Guidelines released to staff
- A Lost Time Injury occurred during the reporting period, being a manual handling task

PeopleSafe Stories Types during the reporting period

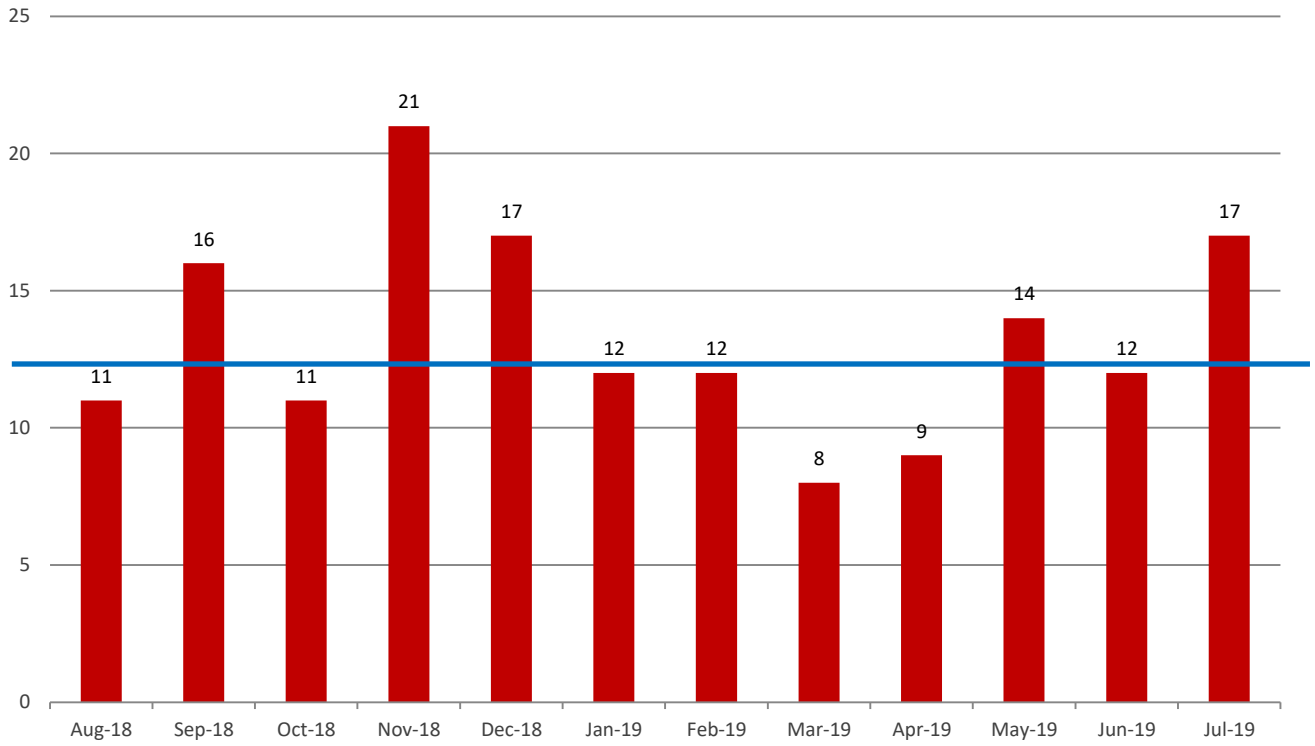
Far North District Council

PeopleSafe Reports
Far North District Council - 13 August 2019

Stories Report Summary



PeopleSafe Stories Told 2018/2019 – 12 Month Rolling including average incidents per month



Over June and July 2019, PeopleSafe stories have been told covering 43 incident types.

Staffing, Salaries and Training

Current Staffing Levels

Actual Full Time Equivalent (FTE) at 31 July 2019	2018-19 Annual Plan Establishment (FTE)
312.66	**377**

Salaries and Training 2019-2020

Financial Performance as at 31 July 2019	**YTD Actual**	**YTD Budget**	**YTD Actual vs Budget**	**Annual Budget**
Salary Costs	$1,993,203	$2,211,051	$217,848	$28,743,646
Training Costs	$32,198	$58,772	$26,574	
Training as a % of Salaries (Sector average is 4%)	**1.50%**	**0.2%**		

Vacancies

As at **31 July 2019** FNDC held the following part time and full time permanent vacancies:

Department	**Vacancies currently being recruited (FTE)**	**Vacancies pending Recruitment**
CEO/Communications/People & Capabilities	2.0	2.2
Corporate Services	4.0	7.85
District Services	4.0	9.82
Infrastructure & Asset Management	7.0	6.0
NTA	4.0	2.5
Strategic Planning & Policy	4.0	6.33
FNDC TOTAL (FTE) * includes part time & full time permanent staff	**25.0**	**34.7**

Includes 21 additions as per Annual Plan, recruitment to be staggered over the next few months.

Communications

Media releases

Ten media releases were issued about:

- The appointment of Will Taylor MBE to the position of General Manager – Corporate Services
- Renovations at two community halls in Hokianga
- New technology that could half the cost of repairing subsided roads
- The lifting of water restrictions in Kaitaia and parts of Hokianga
- A Council decision to investigate more affordable dog shelter options
- A milestone for the Council's property file digitisation project
- Efforts to save a historic Moreton Bay fig tree on Russell waterfront
- A financial contribution agreement with the developer of a retirement village in Kerikeri
- An opportunity for the public to comment on a Mangonui waterfront concept plan
- The relocation of a bus stop on Cobham Road, Kerikeri

The team fielded 35 media enquiries. Animal management issues, including dog attacks, were the single largest subject of interest, accounting for 11 enquiries.

Other outputs

Communication products produced included:

- One quarterly *Creating Great Places* newsletter that was posted to 26,000 ratepayers with rates bills
- Two monthly *Creating Great Places* newsletters, which were published in *The Northern Advocate* and *The Northland Age* as full-page newspaper adverts
- Creating Great Places-branded radio and digital adverts
- 38 Facebook posts promoting Council projects and initiatives
- 170 new 'likes' of the Council's Facebook page
- Four issues of *Great People*, a fortnightly newsletter that celebrates Council staff and their achievements on behalf of elected members and communities

Support to the Mayor

Support to the Mayor in writing four newspaper columns about:

- Two national industry events held in the Far North
- Far North Holdings Ltd projects
- Community wellbeing
- Council projects in 2019/20

Strategy

Planning

Annual Plan

The Annual Plan for 2019/20 was adopted at the June Council meeting. Work has now begun on the 2020/21 Annual Plan.

Pre-election Report

The pre-election report for 2019, at the time of this report, was nearing completion with publication timed for the first candidate evening at the beginning of August 2019.

Revenue Review

Two workshops were completed for the revenue review during June and July 2019, with good progress made against the aim of establishing Elected Member preferences prior to the election in October 2019.

The outgoing Council's conclusions will be considered by the incoming Council with any resulting proposal(s) being made to the public as part of a Long Term Plan amendment and consultation.

Strategy Development, Bylaws and Policies

Far North 2100 District Strategy

On 13 June 2019 a Te Ao Māori Workshop was held at Kohewhata Marae with staff and elected members as a precursor to a joint workshop on the Far North 2100 District Strategy.

On 20 June 2019 a collaborative workshop with iwi and hapū representatives and elected members was held in Council Chambers to develop a further prototype for the Far North 2100 District Strategy.

The outcome of the two workshops was an updated Far North 2100 document that was shared with iwi and hapū representatives invited to both workshops asking for feedback.

Using the Far North 2100 prototype as a starting point, staff are now working on the development of a discussion document which is drawing on the available and relevant data sources that will be used to inform the discussion document.

The discussion document will be co-authored with iwi and hapū representatives at a workshop hosted by Ngāti Hine on 19 August 2019.

The final discussion document will be bought to the October 2019 Council meeting for approval to go out for consultation.

Climate Change

On 27 June 2019 Council gave approval for staff to submit on the Climate Change Response (Zero Carbon) Bill. The submission was lodged on 15 July 2019.

Staff also contributed to a joint submission on the above Bill from the Tai Tokerau Councils Climate Change Adaptation Group (TTCCAG). We are playing an active part in the TTCCAG by participating in the planning of the development of a regional climate change adaptation strategy and a supporting implementation plan. The Council is hosting the next TTCCAG group meeting on 15 August 2019.

District Transport Strategy

A project board meeting was held for the District Transport Strategy on 10 July 2019. The board reviewed and approved the way forward for engagement with strategic stakeholders and iwi and hapū partners on the development of the District Transport Strategy.

Initial work on the development of the District Transport Strategy commenced. This included;

- A problem definition workshop with iwi and hapū partners and strategic stakeholders
- The development of an investment logic map and benefits map

The two deliverables will contribute to the development of a draft District Transport Strategy which will be bought to Council for approval to go out for consultation.

The development of the District Transport Strategy is on target to meet the timeframes of the Regional Land Transport Plan.

Strategic Relationships Survey

A survey of 47 strategic partners and stakeholders was conducted over the months of May and June 2019. The survey posed eight statements where the respondent was asked to score on a scale from strongly disagree to strongly agree.

17 responses were received with 55% of the responses to the eight statements scored in the range of agree to strongly agree.

A paper on the survey results was submitted to the Governance and Strategic Relationships Committee in July 2019. The Committee resolved to accept the paper and to approve the recommendations in the report aimed at growing and improving Councils strategic relationships.

Bylaws and Policies

On 28 June Council approved a plan to address the automatic revocation of bylaws. The next steps for the program of work are:

- A new Land Drainage Bylaw (consultation running from 1 July to 9 August 2019)
- A new Control of Earthworks Bylaw (consultation from 8 July to 9 August 2019)
- A facilitated workshop aimed at developing a set of guidelines and a best practice approach to speed up the review of all bylaws moving forward

On 28 June 2019 Council adopted administrative changes to the Speed Limits Bylaw that went out for consultation in May 2019.

Staff are submitting a paper to the August Council meeting recommending that, for the first tranche of consultation on speed limit changes, the following roads and areas will be consulted on first:

- Waimate North Road;
- Springbank School (Waimate North Road); Oromahoe School (Oromahoe School Road);
- Wiroa Road west of State Highway 10, including the intersection with the Airport; and
- Te Rangi Aniwaniwa (Quarry Road Kaitaia).

The Audit Finance and Risk Committee adopted a new Risk Management Policy at its July 2019 meeting.

Iwi/ Hapū Relationship Agreements

The following events occurred across the reporting period that contributed to growing and enhancing Council's relationships with current and future Memorandum of Understanding (MoU) partners:

- Meetings with the Ngāti Hine MoU steering group and strategic governance group
- A meeting with Te Kahu o Taonui (Taitokerau Iwi Chairs Forum) to consider a collaborative Regional Housing Initiative
- Iwi and hapū representatives were invited to Far North 2100 engagement events in June 2019

Council recommended the Ngāti Rehia Provincial Growth Fund application be supported by the Tai Tokerau Northland Economic Action Plan Advisory Group.

Council is represented on the Healthy Families Senior Leaders Group. The contract for delivery has shifted from Te Rūnanga o Te Rarawa to Te Rūnanga O Whaingaroa. The first meeting was held 3 June 2019.

The Te Oneroa-a-Tōhē technical steering group has been supporting the Te Oneroa-a-Tōhē Beach Board to undertake public consultation at a number of venues across Te Hiku. These will continue over July and August 2019.

Council is supporting the feasibility study for the Far North Water Project, the funding is from a Provincial Growth Fund application by NgaiTakoto. A working party has been developed consisting of Northland Regional Council, Far North District Council, Ministry of Primary Industries, Department of Conservation, NgaiTakoto, Ngati Kuri and local and industry representatives. The first meeting and initial consultant briefing took place 3 June 2019. The next workshop is scheduled for August 2019.

The staff have been invited to join a Whenua Maori Programme Interagency Group, set up by Te Puni Kokiri. The first meeting took place on 24 July 2019 and initial focus is on three housing projects with Iwi/hapū in the Far North –Te Hiku, Whangaroa, and South Hokianga.

Community Wellbeing

Community Development

Staff and the community have been revising the Kohukohu Community Plan. The plan will be presented at the next Kaikohe-Hokianga Community Board meeting.

The Broadwood Community Plan was adopted by the Kaikohe-Hokianga Community Board on 5 June 2019.

Community development support was provided for a filming day as part of the Local Elections campaign. Groups from Far North REAP, Kaitaia College and Te Hiku Hauora Youth Space were featured in the filming schedule.

The Kai Ora Fund has been nominated for an Economic Development NZ award by Northland Inc. The fund is a partnership between Te Tai Tokerau Primary Health Organisation Manaia Health (now known as Mahitahi Houora), Far North District Council, Whangarei District Council, Kaipara District Council, Te Puni Kokiri, Northland Inc and the Northland District Health Board. The Fund was instigated by Far North District Council and the Primary Health Organisation, with other partners joining over time.

Two Far North Youth Council representatives participated in NZ Youth Parliament.

Three Youth Council and Youth MP Representatives attended the Far North 2100 Summit held at Kaikohe Council Chambers on 26 June 2019. Staff also attended the July 2019 meeting of the Far North Youth Council to gather further youth feedback.

25 youth from the Far North travelled to Wellington for four days to attend the Festival for the Future Youth Conference, a youth council networking event at the Wellington Mayoral Office, and a parliamentary tour.

The Ministry of Youth Development granted $25,000 to the Council toward continuation of our youth development programmes, and the final reporting for the previous year's grant was successfully submitted.

Community Placemaking

The Kaikohe Community Youth Charitable Trust has now raised most of the funding required to build a basketball court on Memorial Park in Kaikohe. Staff are working with the Trust to coordinate the successful launch of the project and assist in securing the remainder of funding needed.

District Planning

District Plan Review

Evaluation reports to support decision making on topics are a key piece of work in the context of making the new District Plan. These reports are required under Section 32 of the Resource Management Act 1991 and require that planning proposals examine and assess the benefits and costs, and risks of new policies and rules on the community, the economy and the environment.

Staff are working on completing draft s32 reports on 26 different plan topics of varying complexity and depth. Eight of the 26 draft reports will be completed by the end of July 2019, with the remainder due by the end of October 2019.

The Resource Legislation Amendment Act 2017 introduced a further requirement under s32 requiring the report to summarise all advice received from iwi authorities and the response to the advice including any provisions of the proposal that are intended to give effect to the advice.

Spatial planning, including focused 'place planning', is continuing. This involves analysing the most appropriate options to ensure that there is sufficient development capacity (land supply with infrastructure) for housing and business land to meet the expected demands of the district. The collaborative planning technique models and evaluates scenarios for housing and business land supply in each of our growing townships whilst ensuring that broader well beings are factored in determining the most appropriate outcomes for the short medium and long term (3, 10 and 30 years).

Planning Legislation Reform

Central Government announced on 24 July 2019 a large scale package of reform for the Resource Management Act.

The first phase will seek to amend a number of changes from the 2017 Resource Amendment Legislation Bill that have resulted in unwanted outcomes in resource management processes including limiting appeal rights on particular subdivisions.

The second phase represents a comprehensive overhaul of the resource management system. It will seek to change the way that the planning legislation interacts with the Local Government Act 2002, Land Transport Management Act 2003, and the Climate Change Response Act.

Indigenous Biodiversity Identification and Mapping Project

Northland territorial authorities are working collaboratively on a project to identify vegetation considered to be 'Significant Natural Areas'. This is a requirement of the Regional Policy Statement for Northland.

Project mapping at the end of July is approximately 70% complete for the Far North, with an early estimate of up to 980 potential significant natural area sites. Mapping will be followed by assessment against significance criteria and subsequent consultation with potentially affected landowners.

Iwi engagement commenced earlier in the year via the tangata whenua reference group.

Northland Forward Together

Below is a snapshot of the active Northland Forward Together projects that are being progressed by Northland Councils.

Priority is to Regional Economic Development, Four Waters, Provincial Growth Fund, Digital Enablement the 2019 Election Campaign and Potential Centres of Excellence

Northland Forward Together – Snapshot of Individual Project Status and Actions as at 31 July 2019			
Projects	**Lead Council**	**Status**	**Developments/Actions**
Regional ICT Programme	FNDC	In progress	The ICT Managers met with NTA regarding communication tools to assist with workflow and developing a joint response to long term prospects for commonality of IT systems between Northland Councils. The response will to take into account the investment made by Councils, and the evolution of the systems. This is planned to be discussed at the October CEs Forum.
Provision of GIS services to KDC	NRC	In progress	A memorandum of understanding and an agreement for the provision of services including a full-time resource to deliver GIS projects to Kaipara has been signed by NRC and KDC. A dedicated person has been recruited and effective delivery begins mid-August 2019.
LIDAR capture for Northland	NRC	In progress	Capture phase of the project is 100% complete. Efforts will now be focused on completion of the processing phase for final deliverables

Projects	Lead Council	Status	Developments/Actions
Four Waters	WDC	In progress and on target (subject to national enquiries)	Ten sub projects: Eight projects in progress and on track Two projects in progress and off track Environmental Engineering Standards (EES) have been completed for WDC and provided to other Councils to adopt or amend per their requirements. Currently waiting for District Plans to introduce new EES. The CE Forum and NFT have been kept up to date on the changes to the water industry. Currently undertaking high level evaluation of service delivery options. Minister of Health has released minor changes to the drinking water standards. NZDWS and RC compliance evaluation introduced in greater detail. An update on recently announced water industry changes will be discussed at the October CEs Forum.
Digital Enablement Plan	Northland Inc.	In progress and on-target	The Digital Enablement Plan has been refreshed: eight projects in four work streams. National funding of Marae digital hubs has been announced with three Northland Marae already connected. More are being supported to engage through TPK for support. The Digital Infrastructure Map requires more information to support an accurate picture following the RB12 extension funding through the Provincial Growth Fund, to guide deployment and provide evidence of need. A regional on-line broadband survey was completed (February/March 2019) with an outcomes report being completed to support the data of the Digital Infrastructure Map. Announcements have been made supporting deployment of regional digital hubs. This work programme is outside the regions DEP and does not have the support of DEG members.

Projects	Lead Council	Status	Developments/Actions
Provincial Growth Fund	WDC	In progress and on-target	As at July 2019, funding announcements have been made for 46 Northland Projects totaling over $145M. Last month, the PGF invested in the rapid expansion of a labour intensive, high tech hydroponic berry growing operation. Family owned Onyx Capital Limited will receive a loan of $2.37M for the first phase of expanding its operations, which will see an extra 4 hectares of hydroponic berries, planted and create 45 full-time local jobs. Maungatapere Berries' expansion of its existing small-scale business will help introduce a new export industry into Northland and create a centre for hydroponic excellence for other growers. Key projects currently seeking funding are: • Northland Water Storage and Use • Ngawha Industrial Park – feasibility work • Awanui Flood regime • Te Pua o te Wheki • Twin Coast Cycle Trail in association with the Bay of Islands Vintage Railway Trust • Kaihu Valley Rail Trail • Whangarei Roads Projects • Te Tai Tokerau Tourism Strategy
Regional Economic Development	FNDC	In progress	A draft report on Regional Economic Development Service Delivery models which recommended an interim and long term business models, funding and governance arrangements was approved by the CEs at their May 2019 meeting. The Mayoral Forum has requested further work be considered regarding their issues and sensitivities to be included in the report. A draft schedule of issues preventing progress has been drafted, and officers to investigate mitigating actions and treatments plans. The information will be included in the updated report for the next CE and Mayoral Forums.

Projects	Lead Council	Status	Developments/Actions
2019 Election Campaign	NRC	In Progress	The Election Campaign will focus on two phases: Stand and vote. Each Council committing equally to the overall $40K budget. Overall messaging and creative agreed at CE Forum. Copy and visuals are being worked on with contracted designer. Scripts are being finalised and production to start shortly . Local elections website is being updated . Marketing and communications schedule with dates and channels are being finalized .
Centres of Excellence	FNDC	In Progress	Each council has put forward their initial position regarding services that could be considered for a potential centre of excellence. Each council is now being asked to nominate one service that they could deliver as a centre of excellence. This will be discussed at the next CEs Forum in October 2019.

Corporate

Governance

Local Body Elections

Nominations opened on Friday 19 July 2019 and closed midday on Friday 16 August 2019. Three candidate sessions were held in the three wards in the week of 1 August. These sessions were hosted by the Council, the Northland Regional Council and Election Services Limited.

Key foci of the presentation were:

- Skills and capabilities of an elected member
- Role and responsibilities of the regional and district councils
- Key requirements of the Local Electoral Act for candidates
- Remuneration, time commitments and “after the elections” activities

Key dates to note:

- Delivery of voting documents to households commences on 20 September
- Close of voting is midday on Saturday 12 October
- Public Notice of results – Monday 21 October
- Members come into, or leave office – 22 October
- Powhiri and Inaugural Meeting of Council – 31 October
- Powhiri and Inaugural Meetings of Community Boards – week of the 4 November

Our website is regularly updated with relevant electoral information.

Once the induction and onboarding programme is finalised, all candidates will be advised of key dates to hold in their diaries should they be successfully elected.

Audit & Risk

Risk

The Audit, Risk, and Finance Committee received the Organisational Top 12 Risk's Dashboard at their July meeting. This was accompanied by a number of risk status progress reports for the Committee's information.

The next deep dive risk workshop has been confirmed for 22 August 2019 and will be covering risk number five on the Top 12 Risk Dashboard – on service delivery.

Audit

The Audit, Risk, and Finance Committee approved the development and implementation of an organisational compliance legislation framework, at their July meeting.

The audit and assurance specialist will commence this piece of work and once timelines are confirming for this development and implementation. These dates will be taken back to the Audit, Risk, and Finance Committee.

Information Services and Technology

Property File Digitisation Project

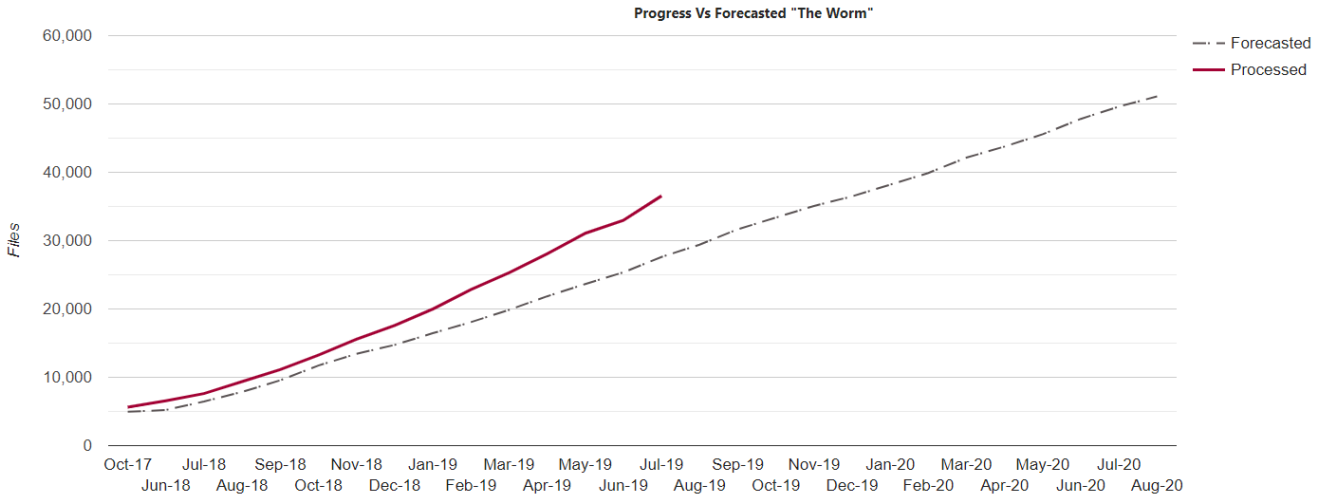
The project is now 71% complete and is progressing well. A total of 36,351 out of 51,104 property files have been scanned to date.

The original project completion date was August 2020. However, this has been revised based on current progress and is now forecast to be completed by April 2020, four months earlier than planned.

The property file request fee was implemented on 1 July 2019. There has been a drop in the number of requests since the June – July period.

Property File Requests:

- June – 744 requests
- July – 382 requests



Back-up Solution Project

The upgrade and replacement of Council's backup has been completed and final handover from Datacom completed during July. This project has delivered on a number of the benefits outlined within the business case.

These benefits are:

- Faster backup service processing – given the large amount of data created by various project – namely the Property File Digitisation project.
- Removal of Tape for the long-term backup retention – annual backups (up to 7 years).
- Deduplication of data so that more data can be stored with less resources – thus allowing longer term retention.
- Improved restoration and recovery for servers and individual data.
- Reduction of risk with newer and supportable infrastructure.

The new solution has led to Council backups being completed more quickly, whilst also allowing Council to maintain a strong recovery point for all the services and data held by Council.

Server and Network Project

Preparation for upcoming server and network renewal project has been undertaken with the first phase being to seek approval to undertake a public tender for the renewal of the existing production (Kaikohe) and disaster recovery (Kerikeri) infrastructure.

The existing infrastructure is approaching four years old and originally designed to support approximately 250 users, which is a significantly lower number than what is being supported today (approximately 400).

The project is expected to be completed by the end of 2019.

Office 365 Project - Planning

Work is continuing around the migration towards the Microsoft Office 365 platform. This includes several end-user application/service upgrades and changes that will be progressively rolled-out in the coming months.

We use an older version of the Office suite (2010) and the move to Office 365 will mean that Council is able to provide a more secure and feature rich toolset that will be used by all staff every day.

The platform will also provide additional options for collaborations with Northland Transport Alliance, Far North Waters, and other regional partners.

Council officers will be starting a pilot programme in the coming weeks for staff to start working within the new platform. This process will aim to remove any significant issues with a wider Council roll-out programme.

The Office 365 platform will eventually support Council's Exchange email services, replace the existing on-premise Skype for Business with Microsoft Teams, and allow for the TK2 intranet to be used in the cloud environment for collaboration across Council.

The rollout programme will be known and confirmed in August with an expected rollout to be completed across Council before Christmas.

Shared Services

Staff have also been working to re-engage within the ICT Regional Programme. The aim will be to ensure a collaborative working relationship is developed and maintained across all the Northland Councils. Initial work has been done around the GIS environment and that of supporting the Northland Transport Alliance.

Future areas of collaboration have been identified and scoping will begin in the coming months.

- ICT Security Framework
- ICT Policy Framework
- Service Catalogue

Council officers from the four Councils have re-engaged and will present back to the CEO Forum in October with an overview strategy and options to consider.

Program Delivery and Business Intelligence

Business Intelligence

A programme structure is being wrapped around Business Intelligence which will encompass different pieces of work as well as a tranche involving overall programme planning and decision making. The programme will be governed by a programme board that will assist with change management, decision-making and project prioritisations. The first project to be implemented will develop the BI strategy, develop quality frameworks, establish processes and procedures for BI development, and rethink the technical aspects of the data warehouse and presentation layers.

Web 2.0

The web project is progressing with web-site design being the council brand. This project is on track with the milestone dates:

- All content reviewed and ready for migration – 30 August 2019
- Beta launch beta.fndc.govt.nz – 30 September 2019
- Go live date for new site – 28 October 2019.

Building Consents Process Renovation

The information delivered by BI reporting is now improving operational efficiency.

NTA

The NTA IT alliance initiative has been re-invigorated and a design for a shared Office 365 environment is under development.

Online Services Programme

The online services programme is progressing with developments in Stage 1 setting the programme up to make the first release to the production environment at the end of September.

The project has been divided into four stages that will be undertaken over the next twelve months as follows.

Stage 1 – Payments, Application for property files, Customer Registrations (to be completed in Stage 2), General Enquires and Contact Management

The core project team is working through the Stage 1a and 1b tasks:

Stage 2 – Animal Registrations, Permits and Licencing, Online Service Requests.

Stage 3 – City watch Mobile App, Smart Mobile App

Stage 4 – Application Lodgement, Pre - Application Lodgement, Mobile Inspections for other than building consents

LGOIMA Monthly Statistics

Data as of 31 July 2019

Latest statistics for official information requests processed by the organisation appear below.

Month	# Requests / Month	# Requests responded to ≤ 20 days	# Requests responded to within permitted time extension	# Requests not responded to within time	Ombudsmen Investigations (if any)
Jan	13	13	0	0	0
Feb	26	23	1	2	0
Mar	11	11	0	0	0
Apr	16	16	1	1	0
May	17	17	0	0	1
Jun	22	22	1	0	0
Jul	28	15 (13 open)	0	0	0

Operational Financial Performance Operations

As at 31 July 2019

Whole of Council Statement of Operational Financial Performance for the period ending 31 July 2019	Year to date					Full year		
	YTD Actual $000's	YTD Budget $000's	Variance $000's	Actuals YTD as a % of Total	Actuals YTD as a % of Annual	Total Annual Budget $000's	Total Annual Forecast $000's	Forecast Variance $000's
Operations								
Operational income								
Rates - general (excl water supply rates)	7,294	7,294	(1)	8%	8%	87,530	87,530	0
Rates - penalties	(0)	0	(0)	0%	0%	2,073	2,073	0
Fees & charges (inc water supply rates)	1,530	1,420	110	7%	7%	21,839	21,839	0
Central govt subsidies - operational	582	9	573	6%	6%	9,591	9,591	0
Other income	153	56	97	7%	7%	2,349	2,349	0
Capital income								
Central govt subsidies - new works	24	0	24	1%	1%	2,803	2,632	(171)
Central govt subsidies - renewals	603	0	603	5%	5%	13,077	12,565	(512)
Other contributions	0	0	0	0%	0%	0	22	22
Development contributions	0	0	0	0%	0%	0	0	0
Total operating income	10,185	8,779	1,406			139,262	138,601	(661)
Operating Expenditure								
Payroll related costs	2,146	2,280	134	7%	7%	29,610	29,610	0
Other staffing related costs	129	111	(18)	6%	6%	2,167	2,167	0
General expenses	958	636	(321)	10%	10%	9,600	9,600	0
Rate remissions	1,332	1,306	(26)	60%	60%	2,208	2,208	0
Contractor & professional fees	2,399	1,771	(628)	5%	5%	44,652	44,321	330
Grants and donations	441	230	(211)	24%	24%	1,850	1,850	0
Allocations (direct and indirect)	1	0	(0)	-10774%	-10774%	(0)	(0)	0
Interest costs	109	188	79	5%	5%	2,253	2,253	0
Sub-total	7,514	6,522	(992)			92,340	92,010	330
Depreciation and other asset costs	2,789	3,013	224			36,153	36,153	0
Gain/Loss on Disposal	(55)	0	55			0	0	0
Total operating expenditure	**10,248**	**9,535**	**(713)**			**128,494**	**128,163**	**330**
Net operating surplus/(deficit)	**(63)**	**(756)**	**693**			**10,768**	**10,437**	**(331)**

Statement of Capital Financial Performance for the period ending 31 July 2019	Year to date $000's			Actuals as % of Total Budget	Actual as % of Annual Forecast	Full year $000's		
	YTD Actual	YTD Total Budget	Variance			Total Annual Budget	Total Annual Forecast	Forecast Variance
Capital Works								
District Facilities	198	0	(198)	2%	1%	12,590	14,277	(1,688)
Stormwater	45	30	(15)	2%	3%	2,187	1,776	411
Solid Waste	7	2	(5)	1%	1%	641	583	59
Wastewater	2,101	873	(1,228)	19%	23%	11,053	9,272	1,781
Water Supply	568	0	(568)	14%	15%	4,133	3,748	385
	2,919	905	(2,014)	10%	10%	30,604	29,655	949
Roading & Footpaths	1,042	0	(1,042)	4%	4%	29,380	27,400	1,980
Other								
Environmental Management	3	0	(3)	0%	0%	2,382	2,093	289
Governance & Strategic Administration	82	86	5	1%	3%	7,616	2,623	4,993
Customer Services	14	31	17	1%	1%	2,056	1,760	296
Total Capital Works	**4,059**	**1,022**	**(3,037)**	6%	6%	**72,038**	**63,531**	**8,507**

Note: The carry forward figures are still being finalised and are not included in the Capital Works YTD total Budget column which increases the variance shown.

Operations

Customer Service

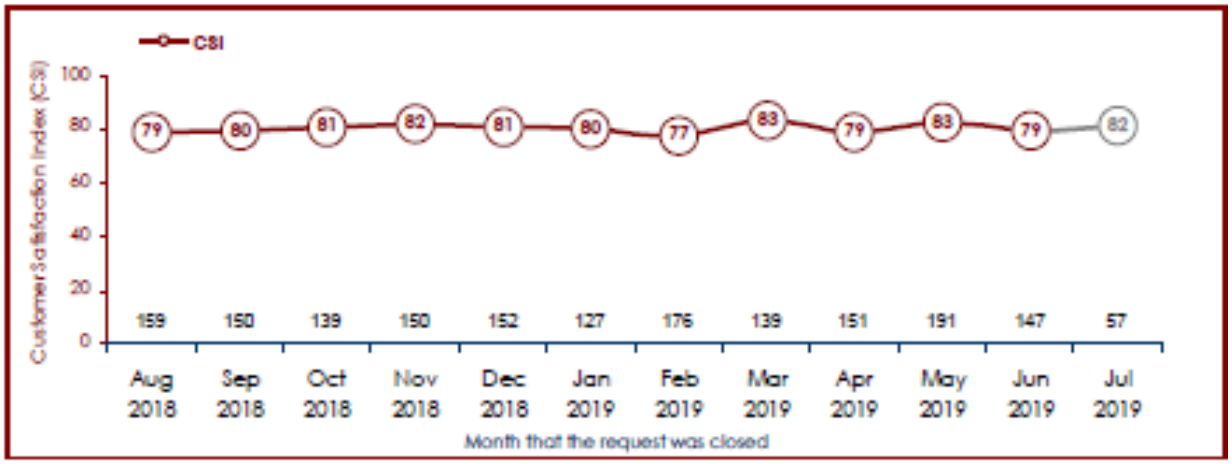
Customer Experience Programme

Closed RFS – Customer Satisfaction Index (CSI)

The scores provided below are for the four months ending 31 July 2019.

- Overall CSI for Requests for Service: 80.0
- Overall satisfaction making the request" 82.3
- CSI for requests made via the After Hours provider: 84
- CSI for library services: 93.1
- CSI for visits to i-SITEs and Service Centres: 99.0

Monthly CSI Trend for closed Requests for Service*:



*

Please note that due to the inherent delay of between 5 to 6 weeks in receiving feedback from customers, the most recent reporting month should be interpreted with caution. The CSI figure for July (82) below is based on 57 survey feedback inputs and will change as further survey feedback inputs are added.

The focus of the programme over the next few months will be:

- Continuing to broaden the application of the customer experience principles that have underpinned improvements made to-date across the council and its alliance partners.
- To review and improve our approach to managing escalations and complaints
- Continuing to embed the Date and Promise Culture throughout the organization.

Customer Service Statistics

The following statistics are for period 1 June – 31 July 2019:

Contact Centre / Service Centres

- 28.09% increase in the financial counter stats for service centres (4,436 up from 3,463)
- 7.65% decrease in calls to the Contact Centre (15,850 down from 17,163)
- 18.76% increase in property file requests (728 up from 613)
- 51.27% decrease in the number of Ask.Us emails (1,580 down from 3,243)
- 12.75% decrease in the number of Building Inspection bookings (985 down from 1,129)

i-SITEs

- 4% decrease in visitor numbers (26,003 down from 27,127)
- 37% decrease in retail revenue ($8,973 down from $14,279) due to limited retail offering at Bay of Islands i-SITE during this period (due to a rearrangement of floor space and product supply issues)

Libraries

- 3.09% decrease in total checkout numbers (66,866 down from 69,002)
- 49.83% increase in ebook and audiobook downloads (4,892 up from 3,265)

Regulatory Services

Environmental Services

1586 Requests for Service were received during June and July. This is more than double the number of requests from the previous period.

Animal Management

102 dogs were impounded across the District during the June-July period with four dogs being rehomed (excluding the dogs transferred to rescue groups).

22 Infringements were issued to dog owners during June and July.

Environmental Health and Monitoring Compliance

42 food business verifications were conducted during the month of June and July.

We are currently preparing for the Joint Accreditation Services - Australia New Zealand audit reassessment of the Quality Management System for environmental health during the month of August.

184 noise complaints were received during June and July. 158 (85%) were responded to on time. This is a 35% increase in the number of complaints received for the same period last year.

Building Compliance

176 RFSs were received by Compliance between June 1st and July 31st 2019.
As a result of these investigations:

- 30 Notices to Fix were issued for breaches of the Building Act.
- 5 Infringements were Issued

Swimming Pools

74 swimming pool inspections were carried out during June and July. More than half (54%) were non-compliant. New initiatives have been implemented to ensure that our customers understand the requirements of the Act.

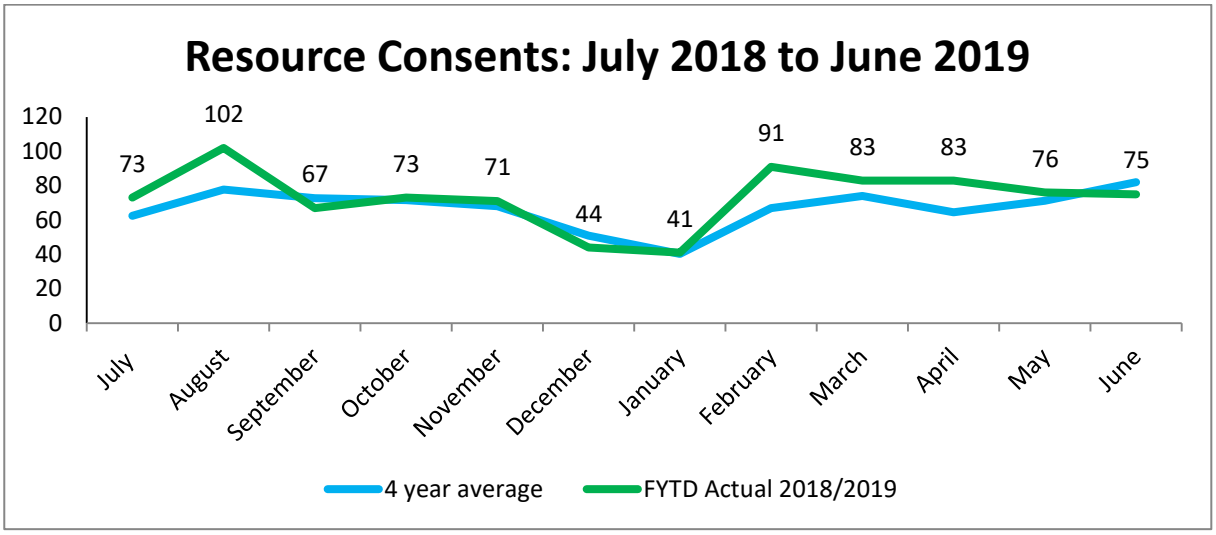
Resource Consents Management

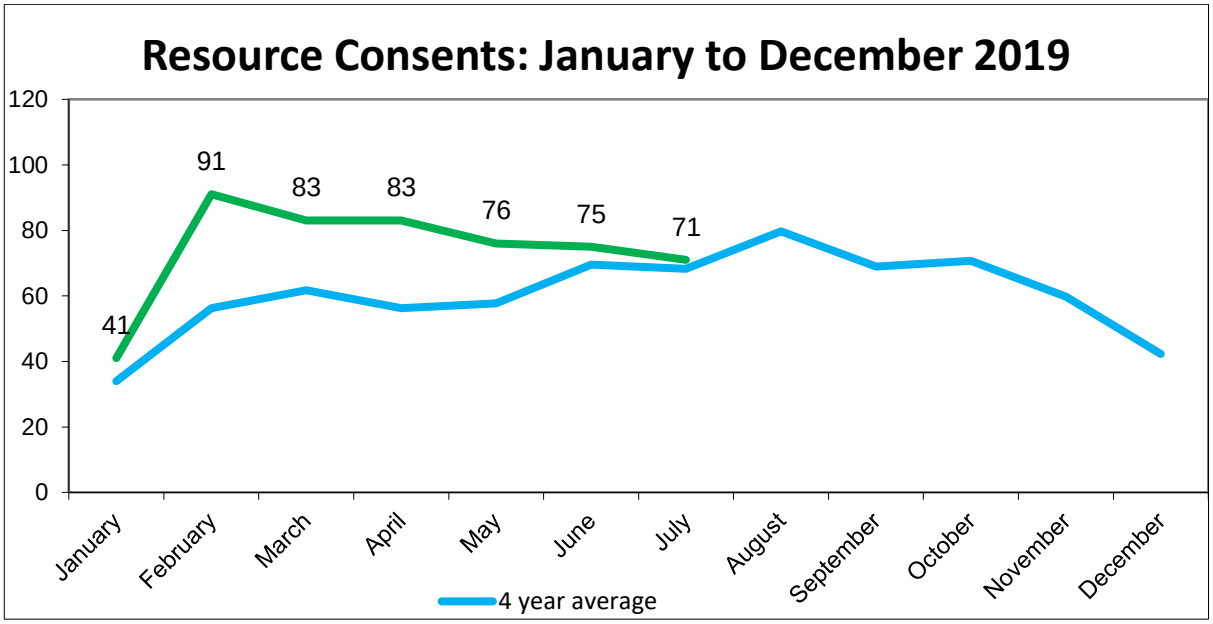
Overview

During the last financial year 1455 applications were received for resource consents, earthworks permits and certificates issued under the Local Government Act and Resource Management Act; 60% (879) of these were resource consent applications.

There were 146 resource consent applications received during the months of June and July.

The challenges faced by the Resource Consent Team continue to be met through the use of Consultant Planners.

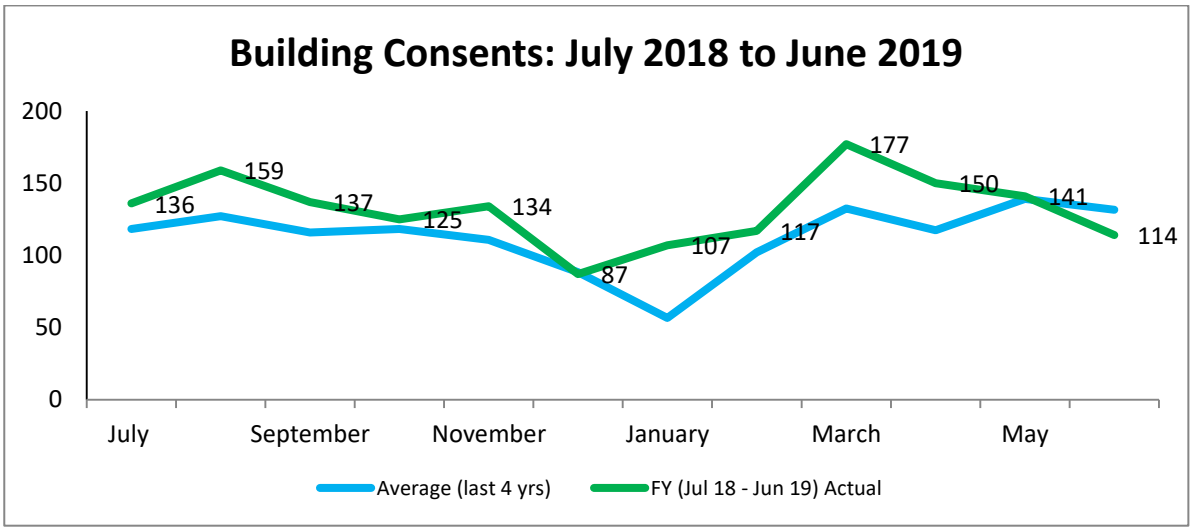


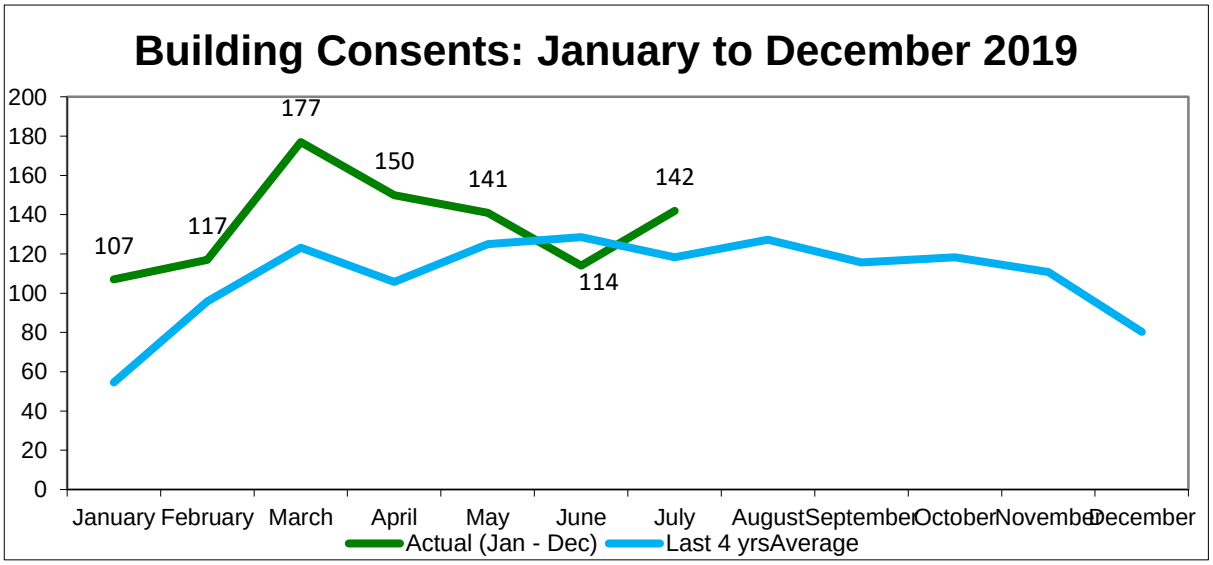


Building Consents Management

- During July 2019 a total of 142 building consents were received (20% above the four-year average).
- The BCA issued 150 building consents during the same period.
- 82% of building consents were issued within the legislative time frame of 20 working days

Kerikeri Retirement Village, Kawakawa Hundertwasser community building, commercial shops/offices corner Kerikeri road and Hobson Ave, Paihia wharf are examples of some of the large commercial buildings under construction in the Far North. The Kerikeri airport has been opened to the public. The BCA is currently reliant on contractors to satisfy its capacity to meet inspection and statuary time frames while we prepare for the IANZ audit.



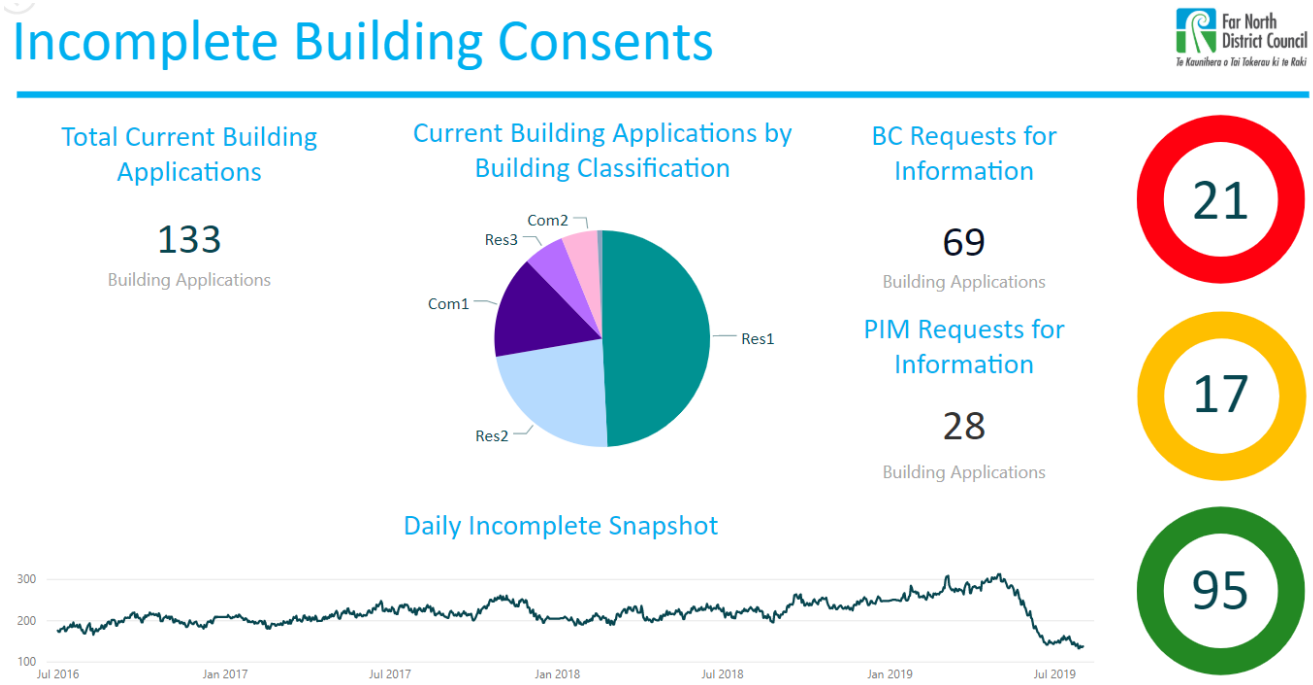


Building Accreditation Update

Monthly reporting is being provided to IANZ and the Ministry of Business, Innovation and Employment (MBIE). A consolidated work schedule has been expanded to incorporate a total of 106 items that address the requirements stated in the Regulations and provides a basis for monitoring progress towards compliance with the regulations and fulfilling IANZ audit requirements. The focus of the preparation for the IANZ audit is on:

- Providing assurance to IANZ and MBIE that our project management has the required rigour through improved tracking of each issue that has been included in the Work Schedule;
- Appropriate allocation of tasks and follow-up on completion of those tasks in accordance with the Building Accreditation Regulations;
- Facilitation of the BCA team's awareness of the Accreditation Regulations; and
- Working closely with an external building consultant (Council's interim Quality Manager) to provide independent audits of all work completed against the Work Schedule.

51% of the Post IANZ Work Schedule has been completed, 47% of the Schedule is in progress to be completed by 16 August 2019 and only 2% of items are pending.



The above dash board shows the current state of all uncompleted building consents on hand. The overall number of building consents on hand at any one stage has reduced, which is reflective in the overall compliance rate to date.

Infrastructure and Asset Management

Requests for service statistics

Asset Group	June	YTD
Roading	273	3371
3Waters	294	4000
District Facilities	441	4274

Road Safety

Far North REAP have commenced work with Oturu school in relation to bus safety for school children. A speed trailer placed around some of the 'hot spot' bus stops for a week at a time. A drone will be deployed to film above bus stops to identify some of the issues when the trailer is not in use. The children will utilise this data as part of their curriculum work.

Speed

There is a large government focus on speed. All roads have had the 'safe and appropriate speed' assessed and a 'shortlist' of the top 10% of corridors has been produced. These will be taken forward via extensive local consultation and engagement.

Minor Lighting Improvements

The Lighting Maintenance and Renewal Contract has been extended for one year.

LED retrofit and Streetlight Infill Improvement works - Design work for approximately 7kms of road has been completed. Planning of procurement for construction works for the 2019/20 financial year is underway in conjunction with the NTA.

LED and Streetlight Infill Improvement works – A second package of design work consisting of approximately 13km commenced in late May and due for completion end of August 2019.

Hokianga Ferry (Kohu Ra Tuarua)

The current contract has been extended to 31 January 2020. This is for a seven month period that allows the Council to undertake a procurement process for a new supplier.

The procurement is in progress, with the draft tender documentation and contract being finalised. A first draft of the Ferry operations plan has been prepared and is planned to be released mid-August.

Road Seal Extensions

In June Council approved:

- Unbudgeted operational expenditure to undertake basic repairs to Te Raupo Road to bring it up to a trafficable condition.
- Increase to the unsubsidised road sealing budget from $1 million to $3 million for the 2019/2020 financial year.

Footpaths

- Renewals and maintenance work in Paihia and Haruru is complete.
- Renewals and maintenance work was prioritised and programmed to meet the budget available and work has now commenced in Kerikeri, Kaikohe, Kaitaia, Kaeo and Opononi – scheduled to complete by end of June.
- Work in Kohukohu commenced in June.
- Construction of Community Boards agreed 2018/19 New Footpaths Programme commenced in April 2019 and the footpaths will be completed by 28 June 2019.

District facilities

Parks and Reserves

2018/19 TIF Responsible Camping programme completed and the final report forwarded to MBIE. From the fund, we have purchased a number of seasonal toilets and the most successful part of the year was the creation and development of the Karikari Peninsula Kaitiaki Rangers Programme.

2019/20 TIF Responsible Camping Initiative application nas been submitted to MBIE. We have requested funding to the value of $288,500 which covers the costs to extend the Kaitiaki Rangers programme across other parts of the District, undertake an camping facilities GAP analysis and OPEX costs associated with the 2018/19 seasonal toilets located at Rawhiti.

Mulching has been carried out to a number of Pohutukawa trees located along Opito Bay and Long Beach, Russell. This also involved the removal of trip hazards due to exposed roots from the same trees.

Large scale noxious weed removal carried out on the Skudders Beach recreational reserve, Kerikeri.

Planting programmes underway over the last month include:

- 2800 native trees planted by various volunteer groups on Council land around Kerikeri and Russell as supported by the Matariki Tu Rakau initiative
- Riverview School planted approx. 50 native trees along the walkway to Charlie's Rock, Kerikeri in an effort to restore habitat along the Council walkway.

A very large dead and dangerous Eucalyptus tree was removed from the Kerikeri Heritage Bypass as it was encroaching over the public walkway.

Cemeteries

Three new burial berms installed at the Totara North Cemetery.

An area of unmaintained reserve is being cleared to make way for an extension to the Kaeo cemetery.

Public Toilets

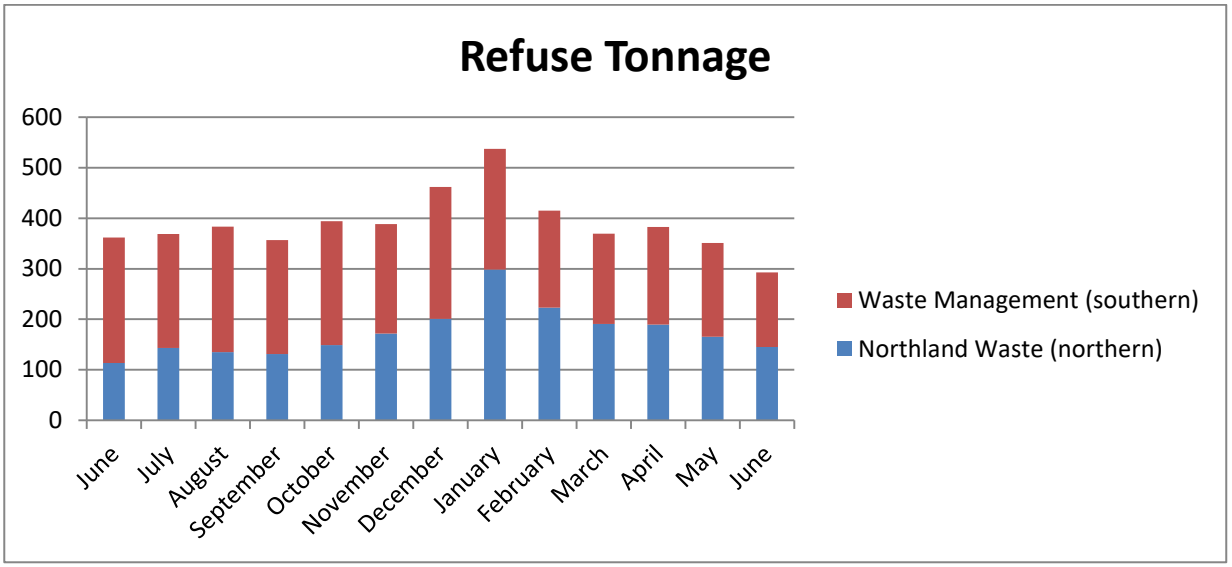
Issues with the Waipapa public toilet has resulted it in being disconnected from the current arrangements with RCG (Mitre 10 facility Body Corporate) and BSL engaged to monitor and empty from the holding tank as needed. It has since been established there was a water leak adjacent to the toilet side of the system. There will be monitoring over the next few months to ensure no further unnecessary infiltrations are detected before we reconnect.

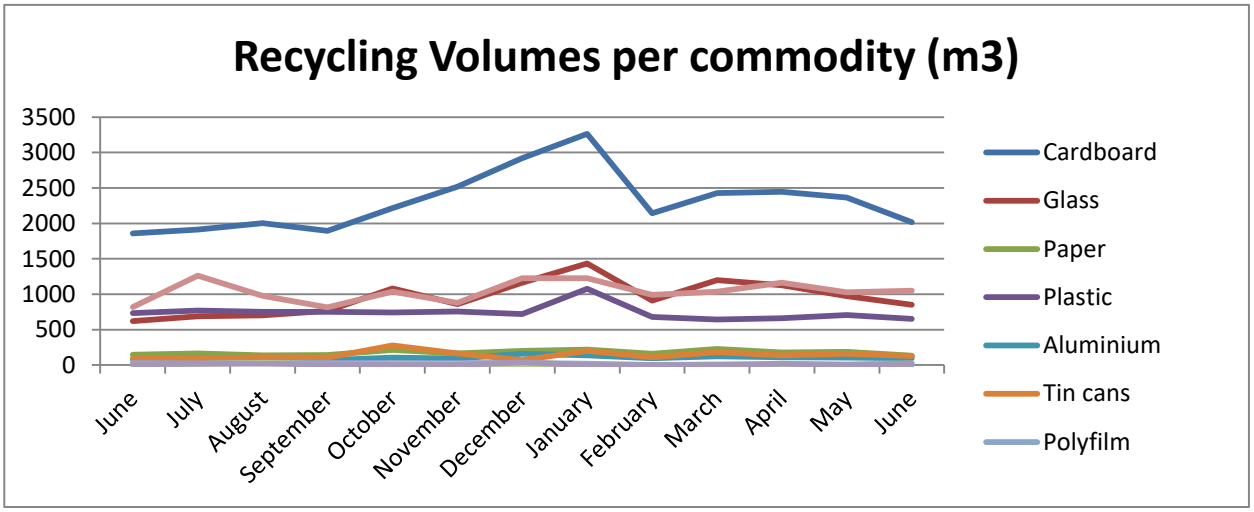
Plans are being put in place to paint new murals on the Omapere and Opononi public toilets by local artist Beverly Cox and the local school. The date for this is yet to be confirmed.

Due to the effect of condensation, work carried out by RSL to conceal graffiti on the interior of the Kaeo public toilets leading to paint to run over a mural painted by local artist Angela Norman. Angela has been contacted and plans are in place to have touch ups carried out to the mural when the weather permits.

Solid Waste

Solid waste stats for June:





Civil Defence Emergency Management

National

New Zealand Fly In Teams (2017 Ministerial Review) – Because of feedback received and implementation work to refine the purpose of these teams, the capability envisaged as 'fly-in teams –" will now be known as '"New Zealand Emergency Management Assistance Team" or "EMAT". The name change supports the team's engagement model based on rapidly deploying capable emergency management professionals to support and assist Controllers and Incident Management Teams.

The MetService is enhancing the way it communicates public alerts for severe weather to better draw attention to extreme events. A new level of warning reserved for the most extreme weather events will now include new colours and graphics to mapping that will more clearly signify the type of alert in place. The use of colour-coded warnings linked to impacts is recommended by the World Meteorological Organisation.

The Government has announced the 2019 Budget has included $3 million of funding for the establishment of a National Emergency Management Agency and $1.5 million to improve the resilience of New Zealand's national emergency capabilities.

Regional

The Service Level Agreements for the delivery of Civil Defence Services between the Northland CDEM Group Office and the three district councils are approaching their annual review period. Updated work plans and budgets have been included in the review and agreed for 2019/20

The Youth in Emergency Services (YES) program has been undertaken this year in the Whangarei District and completed with a multi-agency exercise for the 2019 year. The program is coordinated by the Northland CDEM Team and run collaboratively with the emergency services. The purpose of this program is to strengthen young people's connection to their communities in northland, build their skills and confidence and encourages them to join the emergency services within in their communities as volunteers.

Participants and emergency services staff - YES Multi- Agency Exercise 25 May 2019.

Local

An evacuation plan has been completed for the Kaitaia Community in conjunction with major works being carried out by the Northland Regional Council on the Awanui River. The plan has been prepared as guide to coordinate response activities and assist to manage any impact of flood on the community.

A field trip and exercise has been undertaken at Kaitaia with representatives from Police, Fire Emergency New Zealand, Northland CDEM Group, Northland Regional Council, Far North District Council, District Health Board, and Department of Conservation. The purpose was to familiarise local and regional responders with the flood risk to Kaitaia and provide clarity on legislative roles and responsibilities should the evacuation plan need to be activated.

Fig 1 - Joe Camuso - Rivers and Natural Hazards Manager explaining the scope of works undertaken at Bells Hill to stakeholders

Fig 2 – Works carried out at Bells Hill to mitigate flooding risk

INFRASTRUCTURE PLANNING

The following provides an overview of the current priorities on the Infrastructure Planning Team's work programme. This includes planning projects, collaboration and engagement activities and key consent applications and renewals.

Key:
• Complete • In progress • Parked

Stormwater | District Facilities | Wastewater | Water | Transport

Activity	Asset Group	Status: Concept	Status: Plan	Status: Deliver	Status: Handover	Expected Completion	Comment
Strategies / Plans / Policies							
District Transport Strategy	Transport	•	•	•		FY19/20	Preparation of an Integrated Transport Strategy is underway to determine the high level district-wide transport problems and objectives. This is being undertaken in conjunction with work on the very high level District Strategy called Far North 2100 and with the District Plan Review process. Current focus is on preparation for Workshops at the end of July. An Integrated Transport Plan will follow to develop a prioritised implementation programme. Traffic Counting is complete and Modelling has commenced for Kerikeri. Other townships and larger scale modelling is being considered.
Rawene WWTP Optioneering	Wastewater	•				On-going	Staff are working with engineering consultants and Rawene locals to identify options for discharging wastewater to land. This is an on-going project.
Water Demand Management Plans	Water	•	•			TBA	Water Demand Management Plans (WDMP) aim to identify ways a particular scheme can manage demand to limit the need to invest in increased capacity. Parked until BRANZ household water use data is available.
Backflow Prevention Policy	Water	•	•			FY19/20	New Zealand Drinking Water Standards require evidence that risk of network contamination in our water supplies is being managed. Options for controlling risks in the network are being considered through the development of a Backflow Prevention Policy. A draft policy is on track to be complete by the end of July.
Water and Wastewater Connections Policy	Water / Wastewater	•				FY19/20	A policy or internal guideline for water and wastewater connections will increase transparency and support consistent decision making when considering requests to connect to the water and wastewater networks around the district.
Sludge Strategy	Wastewater	•	•			FY19/20	Removal and disposal (use) of wastewater sludge is a growing problem in New Zealand. Staff are further analysing options for a productive end use for sludge in the District. Contract documents for dredging and dewatering equipment are nearing completion.
Kaitaia Water Strategy	Water	•	•				Staff presented a decision report to Council on June 13. Council has provided direction and a project manager will be assigned to progress the multiple streams of this significant project.
Paihia Water Strategy	Water	•	•				Funded through the Tourism Infrastructure Fund (TIF), consultants are assisting in defining the weaknesses in the Paihia Water Supply and preparing a business case if change in necessary. Stage one of this project has been received.

Activity	Comment
Collaboration and Engagement	
FN2100	Staff are on the Core Team providing development support to the high level District Strategy called Far North 2100 (FN2100) This strategy will focus on all problems in the Far North District and determine a desired future direction against which all infrastructure investment will be tested. Establishment of an Iwi Partnership is requiring increased focus. Whilst this might introduce slight delays to delivery but will be essential to the success of this project and the Transport Strategy
District Plan	Asset Management and Infrastructure Planning staff are involved in supporting the District Plan team to enable growth in appropriate areas to maximise infrastructure affordability. Staff from the District Plan team, IAMs and Far North Waters came together in June to discuss how we can enable development with the least amount of investment in new infrastructure. This was a high level exercise with a 50 year view and was about trying to identify ways to make infrastructure more affordable.
Tai Tokerau Councils Climate Change Adaptation Group	The purpose of the Climate Change Working Group is to develop a regional collaborative approach to climate change adaptation planning for local government in Northland. This will include a draft climate change strategy for Northland and associated work programme that identifies and addresses priority issues at both a regional and district level. The group meets quarterly and reports to the CEO forum. The next meeting is in August and will be hosted by FNDC in Kaikohe Chambers.
Twin Coast Discovery Route	Collaborating with NZTA on the development of 7 Business Cases to support the development of the Twin Coast Discovery Route. The scope is significantly larger than just State Highways and includes local road byways, township improvements and associated infrastructure upgrades. We have committed to $18k funding of the Wayfinding Business Case project and expect to be notified of our expected contributions to the other Business Case projects next month
Liaison Groups	Engagement with established Community Liaison Groups (CLG) is required by a number of our Infrastructure Consents. In the month of June staff engaged with Ahipara CLG about land disposal options for the WWTP and the Opononi CLG about consenting for the water and wastewater activities. The Awanui River ILG (Iwi Liaison Group) was established with first meeting scheduled for July.

Activity	Asset Group	Status: Concept	Status: Making the Application	Status: Managing the Application	Status: Handover	Completion / Consent Expiry	Comment
Consent Applications/Authorisations							
Taipa WWTP Renewal		●	●	●		Jun 2019	The hearing for the Taipa WWTP consent took place over three days in the week of 24 June. The commissioners reserved their decision.
Kohukohu WWTP Renewal		●	●	●		Oct 2019	We are expecting a request for further information from NRC in July.
Opononi / Omapere WWTP Renewal		●	●	●		Oct 2019	Application for a renewal of the WWTP discharge into the Hokianga Harbour has been made. A study of the harbour is being undertaken by Met Ocean. The study will define how the Opononi, Rawene, Kohukohu and Kaikohe WWTP discharges behave in the Harbour.
Opononi / Omapere New Source		●	●	●		Aug 2019	An application has been made to NRC for a groundwater take to supplement the Opononi WWTP.
Puketotara surface water take (source for Kerikeri WTP)		●	●			Aug 2019	Staff are working alongside external experts to renew resource consents for the Puketotara surface water take. An increase in allocation is being assessed in order to increase resilience of the Kerikeri Water Supply.
Russell groundwater take		●	●			Aug 2019	Staff are working alongside external experts to renew the resource consent associated with the groundwater take at Russell. The new consent will seek to supply water to public toilets in Russell.
Northern Dog Pound Application		●	●	●	●	Apr 2019	Consent issued.
Southern Dog Pound Application		●	●			Sept 2019	Work suspended on project during June.
Kerikeri Sports Complex Wastewater Renewal		●				Nov 2019	Staff are assessing options to ensure that the treatment system becomes and remains compliant. Best practice is this that this happens before a renewal application is made.
Rawene Mangrove Walkway		●	●	●		Jun 2019	Staff quickly responded to a request from the community to renew a consent for a Council asset which was previously issues to the community. The application was submitted to NRC at the end of June and has been accepted.
Ahipara Seawalls and Erosion Protection Renewal		●	●	●		Aug 2019	Staff are working alongside external experts to renew resource consents for three seawalls. The seawalls protect roading and district facilities assets.
Motutangi Drainage District Concession application		●	●	●		TBA	Draft decision and conditions of concession received from the Department of Conservation (DOC). Stormwater operations staff consulting with DOC on conditions.
Maromaku Tennis Court Refurbishment		●	●	●	●	May 2019	Consent issued.
Activity	Asset Group	Status: Concept	Status: Making the	Status: Managing the	Status: Handover	Completion / Consent	Comment

			Application	Application		
Consent Applications/Authorisations (cont.)						
Waitangi - Tourism Infrastructure Fund (TIF) Public Toilets		●			Oct 2019	Preliminary planning assessment completed. Preparation and lodgement of land use consent is subject to confirmation of the toilet location by project manager. An archaeological assessment is required and underway.
Haruru Falls - Tourism Infrastructure Fund (TIF) Public Toilets		●			Aug 2019	Toilet location confirmed. No land use consent required. An archaeological assessment is required and underway.
Opononi - Tourism Infrastructure Fund (TIF) Public Toilets		●			Aug 2019	Toilet location confirmed. Requirement for land use consent to be confirmed.
Mitimiti - Tourism Infrastructure Fund (TIF) Public Toilets		●			Aug 2019	Site plan and design drawings prepared. Land use consent is required and underway.
Te Haumi Underpass and Footbridge Renewal		●	●		Dec 2019	Consent expires 29 February 2020.
Awanui River Stormwater Outlet Structure Renewal		●	●		Dec 2019	Consent expires 31 May 2020.
Kaeo Public Toilets water supply		●			Dec 2019	District Facilities staff have indicated that a new water source for the Kaeo Public toilets may be necessary.
Kawakawa WTP water take and backwash discharge		●	●	●	Aug 2019	Draft conditions received. Land over which back wash is discharged has changed ownership and written approval from new owners required by NRC.
Broadwood Road Realignment		●	●		TBC	Regional consent required for the works. Suspended due to redesign.