

NORTHLAND REGIONAL COUNCIL

Agenda

For meeting to be held in the Council Chamber, Northland Regional Council,
36 Water Street, Whāngārei, on Tuesday 27 August 2013,
commencing at 1 pm

**Recommendations contained in the council agenda are NOT council decisions.
Please refer to council minutes for resolutions.**

OPEN MEETING

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<p>ACC - Accident Compensation Corporation</p> <p>AHB - Animal Health Board</p> <p>ALGIM - Association of Local Government Information Management</p> <p>AMA - Aquaculture Management Area</p> <p>BOI - Bay of Islands</p> <p>BOPRC - Bay of Plenty Regional Council</p> <p>CAPEX - Capital Expenditure (budget to purchase assets)</p> <p>CBEC - Community, Business and Environment Centre</p> <p>CDEM - Civil Defence Emergency Management</p> <p>CEG - Co-ordinating Executive Group – Northland Civil Defence management team</p> <p>CEO - Chief Executive Officer</p> <p>CIMS - Co-ordinated Incident Management System (emergency management structure)</p> <p>CMA - Coastal Marine Area</p> <p>CPCA - Community Pest Control Areas</p> <p>CRI - Crown Research Institute</p> <p>DHB - District Health Board</p> <p>DOC - Department of Conservation</p> <p>DOL - Department of Labour</p> <p>DPMC - Department of Prime Minister and Cabinet</p> <p>ECA - Environmental Curriculum Award</p> <p>ECAN - Environment Canterbury</p> <p>EE - Environmental Education</p> <p>EECA - Energy Efficiency Conservation Authority</p> <p>EEZ - Exclusive Economic Zone</p> <p>EF - Environment Fund</p> <p>EMA - Employers and Manufacturers Association</p> <p>EMC - Environmental Management Committee</p> <p>EOC - Emergency Operations Centre</p> <p>EPA - Environmental Protection Authority</p> <p>FDE - Farm Dairy Effluent</p> <p>FNDC - Far North District Council</p> <p>FNHL - Far North Holdings Limited</p> <p>FPP - First Past the Post – voting system for NRC elections</p> <p>GE - Genetic Engineering</p> <p>GIS - Geographic Information System</p> <p>GMO - Genetically Modified Organism</p> <p>HASNO - Hazardous Substances & New Organisms Act</p> <p>HBRC - Hawke's Bay Regional Council</p> <p>HEMP - Hapū Environmental Management Plan</p> <p>Horizons - Brand name of Manawatu-Wanganui Regional Council</p> <p>HR - Human Resources</p> <p>IEMP - Iwi Environmental Management Plan</p> <p>IPPC - Invited Private Plan Change: a process to allow Aquaculture Management Areas to be established</p> <p>IRIS - Integrated Regional Information System: new computer system being developed collaboratively with other Regional Councils</p> <p>KDC - Kaipara District Council</p> <p>KPI - Key Performance Indicator</p> <p>LATE - Local Authority Trading Enterprise</p> <p>LGA - Local Government Act 2002</p> <p>LGNZ - Local Government New Zealand</p> <p>LGOIMA - Local Government Official Information and Meetings Act 1987</p> <p>LGOL - Local Government Online</p> <p>LTP - Long Term Plan</p> <p>LTFS - Long Term Financial Strategy</p> <p>MCDEM - Ministry of Civil Defence & Emergency Mgmt</p> <p>MFE - Ministry for the Environment</p> <p>MHWS - Mean High Water Springs</p> <p>MNZ - Maritime New Zealand</p> <p>MOH - Ministry of Health</p> <p>MOT - Ministry of Transport</p>	<p>MPI – Ministry of Primary Industries</p> <p>MSD - Ministry of Social Development</p> <p>NCMC - National Crisis Management Centre</p> <p>NES – National Environmental Standards</p> <p>NDHB - Northland District Health Board</p> <p>NZRC - New Zealand Refining Company (Marsden Point)</p> <p>NGO - Non-Governmental Organisation</p> <p>NIF - Northland Intersectoral Forum</p> <p>NIWA - National Institute of Water and Atmosphere</p> <p>NORTEG - Northland Technical Advisory Group</p> <p>NPC - Northland Port Corporation</p> <p>NZCPS - New Zealand Coastal Policy Statement</p> <p>NZTA - New Zealand Transport Agency</p> <p>NZQA - New Zealand Qualifications Authority</p> <p>NZWWA - New Zealand Water and Wastes Association</p> <p>OFI - Opportunity for Improvement</p> <p>ORC - Otago Regional Council</p> <p>OSH - Occupational Safety & Health (now Ministry of Business, Innovation and Employment)</p> <p>PDF - Portable Document Format</p> <p>PPE - Personal Protective Equipment</p> <p>RAP - Response Action Plan</p> <p>RAQP - Regional Air Quality Plan</p> <p>RCP - Regional Coastal Plan</p> <p>RFI - Request for Information</p> <p>RFP - Request for Proposal</p> <p>RTC - Regional Transport Committee</p> <p>RLTS - Regional Land Transport Strategy</p> <p>RMA - Resource Management Act 1991</p> <p>RMG - Resource Managers Group (Regional Councils)</p> <p>RMZ - Riparian Management Zone</p> <p>ROI - Return on Investment</p> <p>RPMS - Regional Pest Management Strategy</p> <p>RPS - Regional Policy Statement</p> <p>RSG - Regional Sector Group</p> <p>RTO - Regional Tourism Organisation</p> <p>RWASP - Regional Water and Soil Plan</p> <p>SCAR - SmartStream Council Activity Reporting</p> <p>SITREP - Situation Report</p> <p>SMF - Sustainable Management Fund</p> <p>SOE - State of Environment (or) State Owned Enterprise</p> <p>SOLGM - Society of Local Government Managers</p> <p>SPARC - Sport & Recreation New Zealand</p> <p>SRC - Southland Regional Council (Environment Southland)</p> <p>STV - Single Transferable Vote</p> <p>SWAG - Surface Water Allocation Group</p> <p>SWPA - Sustainable Water Programme of Action</p> <p>TA - Territorial Authority: City & District Councils</p> <p>TAC - Technical Advisory Group</p> <p>Tier 1 - Site level plan or response for an oil spill</p> <p>Tier 2 - Regional level plan or response to an oil spill</p> <p>Tier 3 - National level plan or response to an oil spill</p> <p>TLA - Territorial Local Authority – City & District Councils</p> <p>TMP - Treasury Management Plan</p> <p>TOR - Terms of Reference</p> <p>TPK - Te Puni Kōkiri (Ministry of Maori Development)</p> <p>TRAION - Te Rūnanga a Iwi o Ngāpuhi</p> <p>TRC - Taranaki Regional Council</p> <p>TROTR - Te Rūnanga o Te Rarawa</p> <p>TUANZ - Telecommunications Users Association of NZ</p> <p>WCRC - West Coast Regional Council</p> <p>WDC - Whangarei District Council</p> <p>WHHIF - Whangarei Harbour Health Improvement Fund</p> <p>WRC - Waikato Regional Council</p> <p>WWTP - Wastewater Treatment Plant</p>
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ISSUE: Peter Nelson Biosecurity Award**ID:** A560883**To:** Council Meeting, 27 August 2013**From:** Chris Taylor, Council Secretary**Date:** 12 August 2013**Summary** The purpose of this report is to introduce a presentation on the Peter Nelson biosecurity award.

Report Type:	<input type="checkbox"/>	Normal operations	<input checked="" type="checkbox"/>	Information	<input type="checkbox"/>	Decision
Purpose:	<input type="checkbox"/>	Infrastructure	<input type="checkbox"/>	Public service	<input type="checkbox"/>	Regulatory function
	<input type="checkbox"/>	Legislative function	<input type="checkbox"/>	Annual\Long Term Plan	<input checked="" type="checkbox"/>	Other
Significance:	<input type="checkbox"/>	High	<input type="checkbox"/>	Moderate	<input checked="" type="checkbox"/>	Low

Please see **attached** media release in relation to this item.

MEDIA RELEASE



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Putting Northland first

Number of pages: 02

Date: 07 August, 2013

Council wins coveted Peter Nelson biosecurity award

A wide range of pest control work with thousands of people over more than a decade has netted the Northland Regional Council a sought-after national biosecurity award – and the admiration of its peers.

Don McKenzie, the council's Biosecurity Senior Programme Manager, says the council was delighted to receive the Peter Nelson Memorial Trophy from the New Zealand Biosecurity Institute recently.

The institute said the award had gone to the council for its "significant efforts and outstanding success in engaging the wider community in a range of pest control initiatives" throughout Northland.

These included:

- providing advice and assistance to significant private ecological restoration projects
- supporting community groups and volunteers
- sponsoring training programmes for both young and old and;
- providing training assistance and opportunities for participants to gain formal qualifications under the NZQA unit standards framework (via its possum trapping, fur and pelt recovery initiative 'Project Possum', carried out under the umbrella of the popular national Enviroschools programme).

Mr McKenzie, who collected the award on the council's behalf at the institute's recent annual conference in Greymouth, described it as the 'Grammy' of its field - keenly sought after and highly-regarded among the national biosecurity community.

The distinctive trophy – a kokako carved from Northland swamp kauri standing above the bronzed skulls of several predators including rat, a possum and a stoat – is one of two prizes presented by the institute at its annual conference

It's named after Peter Nelson, who made an invaluable contribution to establishing professionalism within the pest management field in New Zealand. His long career in pest control – in various roles – had its origins in the 1960s and continued until his death from cancer in 1998.

"We see this very much as a trophy not just for us as a council, but also the many Northlanders from all walks of life who have worked closely with us over the past decade in a huge range of pest control initiatives both on land and in the water," Mr McKenzie says.

MORE



MEDIA RELEASE

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He says the latest win comes just a year after former council staff member, Peter Joynt, was posthumously awarded the other major trophy the institute awards annually, the Peter Ingram Award.

Mr Joynt spent much of his working life battling pest plants in the Kaipara and was given the award to recognise his many years of biosecurity efforts.

The 73-year-old, who died at his Ruawai home in November 2011, was a much-respected member of New Zealand's biosecurity community and was himself president of the New Zealand Biosecurity Institute from 1996 to 1998.

ENDS

Caption for 'Don with Peter Nelson Memorial Trophy – 20130806.jpg'

Don McKenzie, Biosecurity Senior Programme Manager, with the distinctive national biosecurity award presented to the Northland Regional Council by New Zealand Biosecurity Institute recently.

Further information:

- Don McKenzie, Biosecurity Senior Programme Manager, Northland Regional Council
Ph: (09) 470 1200

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ISSUE: Regional Business Partnership Programme**ID:** A560948**To:** Council Meeting, 27 August 2013**From:** Chris Taylor, Council Secretary**Date:** 12 August 2013

Summary The purpose of this report is to introduce a presentation on Business Capability and Innovation (Research and Development) delivered by the Regional Business Partnership.

Report Type:	<input type="checkbox"/> Normal operations	<input checked="" type="checkbox"/> Information	<input type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input type="checkbox"/> Legislative function	<input type="checkbox"/> Annual\Long Term Plan	<input checked="" type="checkbox"/> Other
Significance:	<input type="checkbox"/> High	<input type="checkbox"/> Moderate	<input checked="" type="checkbox"/> Low

David Templeton from Northland Inc. will give a presentation to council on the Regional Business Partnership delivering Business Capability and Innovation (Research and Development).

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ISSUE: Chairman's Report to Council**ID:** A559861**To:** Council Meeting, 27 August 2013**From:** Craig Brown, Chairman**Date:** 6 August 2013

Summary The purpose of this report is to provide an update from the Chairman for July 2013. It concludes with the recommendation that the report be received.

Report Type:	<input type="checkbox"/> Normal operations	<input checked="" type="checkbox"/> Information	<input type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input type="checkbox"/> Legislative function	<input type="checkbox"/> Annual/Long Term Plan	<input checked="" type="checkbox"/> Other
Significance:	<input type="checkbox"/> High	<input type="checkbox"/> Moderate	<input checked="" type="checkbox"/> Low

Meetings/events attended:

During the period I attended the following meetings/events/functions:

- Meetings attended with the council's CEO, Malcolm Nicolson:
 - Prospective candidate information meeting held in Mangawhai.
 - Brent Eastwood, CEO, Sport Northland along with Councillor John Bain – Northland Sports Facility Plan.
 - Craig Roberts – environmental issues and court case.
 - Policy Specialist, Ben Lee and Policy Analyst, Michael Payne – Moorings Strategy and impact of council elections on hearings.
 - Colin Mitten, Chairman, Northland Inc. – briefing on Hawaiki project.
 - Stewart Wright/Ben Warren/Peter Smith/Mike Hearn – Waikare oyster waste recovery.
 - Local Government New Zealand Conference held in Hamilton along with Councillors John Bain and Bronwyn Hunt.
 - Field trip to Jeremy Busck's Dragonfly Springs Wetland along with Councillor Tony Davies-Colley, Biodiversity Specialist, Lisa Forester and Land Management Advisor, Lorna Douglas.
 - Natural Hazard/Rivers Officer, Toby Kay – Kaeo Flood Deflection Stage 1 Works Tender.
- Craig Busch, Kingdom of Zion.
- Glynis Collins – Special Olympics Whāngārei.
- At the request of the Pipiwai Titoki Roding Action Group (PTRAG) a meeting was convened in the Northland Regional Council (NRC) council chamber on 17 July 2013. I chaired the meeting and the meeting was attended by:
 - Members of Parliament for Northland from the Labour Party, New Zealand First Party and the Green Party;

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- A representative from Te Puni Kokiri;
 - Councillors and staff from NRC;
 - Councillors and staff from Whāngārei District Council;
 - A Commissioner representing Kaipara District Council;
 - A member of staff from Far North District Council;
 - A Northland District Health Board member;
 - PTRAG and its consultant; and
 - Members of the local press.
- Mangawhai Harbour Restoration Society AGM.

Correspondence:

During July I sent out the following correspondence:

Date	Addressed To	Subject
09.07.13	Raymond Huo Member of Parliament	New Zealand Chinese Language Week
09.07.13	Rob Wakelin Chief Executive Officer Te Araroa Trust Inc.	Mineral exploration in Russell Forest
16.07.13	The Board Northland Inc.	Northland Inc.'s 2013/14-2015/16 Statement of Intent
17.07.13	Rawson Wright Chairman Te Uri o Hau Settlement Trust	Congratulations on appointment as Chairman
17.07.13	Chris Robertson Tutukaka Coast Residents' and Ratepayers' Association	Proposal for cycleway
29.07.13	Sharley Haddon	Letter of condolence on the death of Laly Haddon
31.07.13	Basil Morrison Chairman Local Government Commission	Local government reform

Legal compliance:

The activities detailed in this report are provided for in the council's 2012-2022 Long Term Plan and as such are in accordance with the council's decision making process and sections 76 to 82 of the Local Government Act 2002.

Recommendation:

That the Chairman's report dated 6 August 2013 be received.

ISSUE: Chief Executive's Report to Council**ID:** A556272**To:** Council Meeting, 27 August 2013**From:** Malcolm Nicolson, Chief Executive Officer**Date:** 16 August 2013**Summary:** The purpose of this report is to provide an overview of recent council organisation activity. It concludes with the recommendation that the report be received.

Report Type:	<input type="checkbox"/> Normal operations	<input checked="" type="checkbox"/> Information	<input type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input type="checkbox"/> Legislative function	<input type="checkbox"/> Annual\Long Term Plan	<input checked="" type="checkbox"/> Other
Significance:	<input type="checkbox"/> High	<input type="checkbox"/> Moderate	<input checked="" type="checkbox"/> Low

Report:**5.1 – CROSS DISCIPLINARY PROJECTS****LOCAL GOVERNMENT REFORM AND REORGANISATION**

The Local Government Commission announced on Tuesday 13 August that it will hold public meetings in Northland to enable ratepayers and residents to share their views on the future shape of local government in the region. The schedule of meetings is:

Monday 19 August	Kerikeri Turner Centre	12.00-1.30pm
	Mangawhai Golf Club	4.00-6.00pm
Tuesday 20 August	Maungaturoto Centennial Hall	11.00am-1.00pm
	Dargaville Lighthouse Function Centre	4.00-6.00pm
Wednesday 21 August	Paihia Memorial Hall	9.00-11.00am
	Russell Town Hall	1.00-3.00pm
	Kaikohe FNDC Council Chambers (broadcast via videoconference to Te Ahu Centre Kaitāia and John Butler Centre Kerikeri)	5.00-7.00pm
Thursday 22 August	Rāwene Town Hall	9.00-11.00am
	Kaitāia Te Ahu Centre	1.00-3.00pm
	Whāngārei Toll Stadium, NZ Viking Room	6.00-8.00pm
Friday 23 August	Whāngārei Public Library, May Bain Room	10.15am-12.00pm

The Commission indicated in early August that it intends to announce its preferred option for local government reform in Northland after the October local body elections. At the time of writing, we await their advice on process timeframes thereafter (assuming the status quo is not the preferred option). An update will be provided at the meeting if further information comes to hand.

Staff have continued to develop the council's own engagement programme. In recent days they have confirmed an Expert Panel on Local Government Reform to be held on Monday

23 September in Kerikeri at the Turner Centre. The purpose of the panel will be to stimulate debate and provide expert independent information and views to enable the community to provide informed input into Northland governance reform processes. This includes the current Local Government Commission process and any legislative changes that may affect Northland

Staff are very pleased to have secured the following experts:

- **Sir Geoffrey Palmer** is a member of the Her Majesty's Privy Council and has had a wide range of roles in law, diplomacy and the public sector, both in New Zealand and internationally, during his career. He was the chair of the Wellington Region Local Government Review Panel.
- **Dr Ganesh Nana** is Chief Economist at BERL. He has over 25 years of experience in the field of economics
- **Tipene Marr** is Councillor for the Kohi Māori ward at the Bay of Plenty Regional Council.
- **Professor Natalie Jackson** is Professor of Demography and Director of the National Institute of Demographic and Economic Analysis at the University of Waikato.

The panellists will each speak on their area of expertise to address questions of particular relevance to Northlanders as they evaluate the local government reform debate, including:

- What will communities need from local government in the future?
- How do we keep the “local” in local government?
- What are the most effective ways for a council to engage Māori and enable Māori outcomes?
- What is the best way to achieve local government efficiencies and savings?

The Minister for Local Government, Chris Tremain, announced at the Local Government New Zealand conference in July that he expects the next Local Government Act Amendment Bill to be introduced in October and that significant amendments to the principal Act will include:

- Remove requirements to use the Special Consultative Procedure, except in relation to long-term plans and new or significant changes to bylaws.
- Changes to accommodate new technology for communicating and consulting with the public, and a variety of alternative ways for hearing submissions.
- Enabling use of technology to participate in meetings without being physically present.
- A new consultative document to complement Long Term Plans that “tell a simple story”, focusing on the key issues and choices the council and its communities are facing, and without “complicated technical or financial information”.
- A change to provide the ability for local boards to be established more widely as councils are reorganised or amalgamated. The Minister noted it would be up to the Local Government Commission in consultation with communities to determine when the addition of local boards is justified and desirable, and that “mixed models” might be appropriate in some areas, i.e. local boards might be established in urban areas of a district or region, with community boards or community committees established in its rural areas.
- Consolidating and clarifying the current legislation for development contributions (relevant only to district councils).

Staff will prepare a draft submission on the Bill.

WAIORA NORTHLAND WATER PROJECT

A full update on the project went to the Environmental Management Committee in July.

**Collaborative groups and priority catchments**

The release of the Whāngārei Harbour Water Quality Improvement Strategy last month helped to promote the recruitment process for representatives of the Whāngārei Harbour Catchment Group. A public notice on 23 July 2013 called for members of the public to fill three available community positions on the group by 23 August. To date, three informal responses to the notice have been received, and a selection process is scheduled for late August. Should there be insufficient public interest, the councillor representative may be asked to represent public interests, as it occurs on catchment groups elsewhere in the country.

Meanwhile, various sector groups have nominated representatives, including the marine services industry, fishing, forestry, recreational and environmental interests. Staff have recently met with DairyNZ and Beef and Lamb NZ to collaborate in a recruitment drive for farming representatives on future catchment groups. Joint farmer recruitment evenings in priority catchments have been initiated to educate farmers on the importance of participating in water management decisions that affect their businesses. A DairyNZ/Beef and Lamb NZ farmer evening will be held in mid-September to facilitate two nominations, representing each of the dairy and dry stock sectors. Tāngata whenua have been engaged separately and have been asked to directly nominate one member from each of the three iwi/hapu collectives for the group. The inaugural catchment group meeting is tentatively scheduled for 16 October 2013.

Doubtless Bay Catchment Working Group (Chaired by Councillor Hunt and attended by Councillor Carr) held its inaugural meeting Wednesday 31 July 2013. The group indicated their intention to expand their terms of reference to include considering freshwater uses and values and the setting of objectives in the catchment, as well as undertaking actions for improved water management. The group's next meeting will be held Wednesday 28 August 2013.

Mangere Catchment Group (Chaired by Councillor Davies-Colley and attended by Councillor Carr) held its inaugural meeting on Tuesday 6 August 2013. Representatives requested significant technical information from council for its next "Freshwater uses and values" workshop to be held Wednesday 18 September 2013. Staff have been updating a 2011 catchment description to provide to the group.

In addition, DairyNZ scientists have been carrying out research in the Mangere Catchment, including assessing fish biodiversity, the extent of riparian margins and testing the water quality. Their findings and the councils' own State of Environment water quality monitoring results are currently being discussed and compared.

Considerable research efforts continue in the Kaipara catchment. Meanwhile, council staff are meeting in mid-August with key Fonterra staff to discuss how their Living Waters programme in the Kaipara catchment could be aligned with Waiora Northland Water programme objectives.

The Kai Iwi Lakes Catchment Group draft terms of reference is back on the agenda for the 26 August Taharoa Domain Governance Committee (TDGC) Meeting. Representation and potential dual reporting structures such as that employed for the Whāngārei Harbour Catchment Group terms of reference will be under discussion. Also being presented at the request of TDGC will be draft pest management proposal and a proposal to update the existing 11 year-old Taharoa Domain Reserve Management Plan using an integrated approach encapsulating pest management, navigation and safety, and Waiora Northland Water objectives.

Water Allocation

A paper will be going to the Environmental Management Committee in September regarding water allocation.

WaiRestoration Project – Teacher Leadership Group formed

The latest WaiRestoration initiative – a newly-formed teacher leadership group – held its first meeting in Whāngārei on 11 July. Its membership includes five primary and five secondary teachers from Dargaville, Kaikohe, Kaitāia, Mangakāhia, Ōhaeawai, Otaika and Ruāwai. Two of this group's key aims will be to develop WaiRestoration case studies tracking what is happening in local communities and to develop a resource based on each project component for future use in Northland and nationally.

Land and biodiversity staff were involved in the following aspects of Waiora Northland Water:

Integrated Kaipara Harbour Management Group (IKHMG) Research Symposium -

Planning is well underway for a two day research symposium scheduled for mid-March 2014. The symposium will be held at Te Ao Marama cultural centre at Te Hana. The aim of the symposium is to provide an opportunity to bring together all of the researchers that have been carrying out work in the Kaipara catchment and members of the wider community, so that the research can be presented in a format that is easily understood by the general public; also to celebrate the work that has been carried out to date and find out what the general public see as future research needs.

An approach has been made to the "Reconnecting Northland" programme, sponsored by the Tindall Foundation, for financial assistance with the cost of running the symposium.

Flagship Farms - Conservation volunteers have been busy over the last month on all of the flagship sites that are located in Northland, carrying out planting, weed control and water quality testing.

Over the next three months field days will be held on four of the Northland flagship sites. The first one will be in September and will be at Aoroa farm, Dargaville and will focus on soil health and soil biology.

Poplar and Willow Nursery, Flyger Road

Nursery planting continues with 14 rows out of the 23 now planted. More planting is due when the remaining plant materials arrive.

Poplar and Willow Supply

3500 1m 'Kinuyanagi' willow stakes were obtained from a contract with a nursery, with 2000 being supplied to the Awanui River Scheme. The remainder will be allocated for other region wide soil conservation projects.

1155 poplar poles were received from a contract with a nursery, the drought affected production resulting in a shortfall of 845 poles. Steps have been taken to address the shortfall with a few cut backs to allocated numbers, and 250 additional poles sourced from local suppliers.

Farm Water Quality Improvement Plans (FWQIPs)

To date 177 FWQIPs have been initiated, with approximately 91 plans or 51% completed and the remainder at various stages of development.

Wetlands

Biodiversity staff spent significant amounts of time assisting with the investigation of environmental incidents involving wetlands and lakes.

DEVELOPING A NEW REGIONAL POLICY STATEMENT (RPS)

The hearings finished on 1 July 2013. The hearings committee, made up of three independent commissioners, are now preparing their recommendations for council. Their recommendations will be ready for adoption at the September 2013 council meeting.

IRIS

The application continues to perform well along with the integration of the financial and document management systems. Staff knowledge and confidence in the application and data is steadily improving. Work is continuing on the delivery of the reports required from IRIS system.

An update on the status of the upgrade to and implementation of the Core Information Business Systems is included as **Appendix 1**.

5.2 – RESOURCE MANAGEMENT

RESOURCE MANAGEMENT PLANNING**National Marine Park for Northland**

In July, a contract to undertake an initial business case assessment for the proposed National Marine Park for Northland was awarded to a consortium led by Market Economics Ltd. The consortium contains experts in economic and financial analysis, resource management planning, marine ecology and marine conservation management as well as environmental and natural resource law.

An inception meeting was held with NRC staff on 16 July to discuss parameters of the project and data requirements. The final report is expected by 30 August 2013.

Council originally budgeted \$25k for external resources and an internal labour resource of \$20k for the first three years of the Long Term Plan (2012/13 – 2014/15) to assist with the National Marine Park for Northland. A working group comprising of councillors was also involved.

Plan Change 4 (Aquaculture) to the Regional Coastal Plan

An Environment Court hearing was held in March this year on the main aspects of the plan change. A decision is yet to be released.

Moorings and Marinas Strategy

It is expected the draft strategy will be released for public submissions in September 2013, following a meeting with the subcommittee on 27 August 2013 to approve its release. The hearings are scheduled for early November 2013. Because of the elections, a paper will be presented to council at its September meeting recommending that the current subcommittee members be authorised to hear the submissions and make the final recommendations to council on the strategy.

OTHER RESOURCE MANAGEMENT ISSUES**Land use and subdivision applications**

During July 2013, four non-notified resource consent applications were formally received from the district councils. No comments were made on these applications.

CONSENTS

Consents in Process

During May to July 2013, a total of 81 decisions were issued. Copies of the May and June 2013 decisions have previously been circulated.

May 2013 (29)		June 2013 (30)		July 2013 (22)	
2	Moorings	2	Moorings	0	Moorings
7	Coastal Permits	14	Coastal Permits	2	Coastal Permits
0	Air Discharge Permits	0	Air Discharge Permits	0	Air Discharge Permits
8	Land Discharge Permits	3	Land Discharge Permits	0	Land Discharge Permits
0	Water Discharge Permits	0	Water Discharge Permits	2	Water Discharge Permits
2	Land Use Consents	2	Land Use Consents	13	Land Use Consents
2	Water Permits	7	Water Permits	2	Water Permits
8	Bore Consents	2	Bore Consents	3	Bore Consents

The processing timeframes for the **May 2013** consents ranged from:

- 44 to 1 calendar days, with the median time being 35 days;
- 33 to 1 working days with the median time being 24 days.

The processing timeframes for the **June 2013** consents ranged from:

- 173 to 4 calendar days, with the median time being 42 days;
- 104 to 4 working days with the median time being 25 days.

The processing timeframes for the **July 2013** consents ranged from:

- 678 to 1 calendar days, with the median time being 28 days;
- 440 to 1 working days with the median time being 20 days.

17 Applications were received in July 2013.

Of the 90 applications in progress at the end of July 2013:

- 33 were received more than 12 months ago (most awaiting further information);
- 25 were received between 6 and 12 months ago (most awaiting further information);
- 32 less than 6 months.

Appointment of Hearing Commissioners

The following commissioner was appointed in July 2013:

- Mr Dave Roke for consents associated with discharges from a wastewater treatment system at Ahipara. The hearing is scheduled for 20 August 2013.

Consents Decisions and Progress on Notified Applications in Process, Objections and Appeals

The current level of notified application processing activities at the end of July 2013 is (by number):

▪ Applications Publicly/Limited Notified During Previous Month	0
▪ Progress on Applications Previously Notified	11
▪ Hearings and Decisions	5
▪ Appeals/Objections	6

A more detailed summary of the above activities can be found in **Appendix 2**.

MONITORING

COMPLIANCE MONITORING

A summary of the results of compliance monitoring for the period 1 July - 31 July 2013 is provided in the Environmental Monitoring Report (refer **Appendix 3**).

Air discharges

All compliance assessments for air discharge consents including industrial site visits during the reporting period were found to be fully compliant with conditions of resource consent.

A total of 32 air quality related environmental incidents were received during July, 24 of which concerned burning and smoke nuisance. In contrast, the number of agrichemical spray drift complaints, which typically increase at this time of year, has reduced compared with the same period previous years.

Ambient air monitoring results for PM₁₀, sulphur dioxide and carbon monoxide at Robert Street, Whāngārei, showed compliance with the National Environmental Standard (NES) for Air Quality during June 2013. Monitoring results for PM₁₀ at the Bream Bay College site, Ruakaka, also showed compliance with the NES in June.

We will be analysing the PM₁₀ filters collected between 2004 and 2012 from the council's high volume air quality sampler at Water Street for various contaminants including arsenic. Elevated levels of arsenic are indicative of the use of treated timber as a fuel source for domestic fires during winter. The results of this work will identify whether arsenic contamination is an issue in the Whāngārei airshed. This work is being jointly funded by an Envirolink grant, GNS and the council.

Coastal

A total of 32 inspections were undertaken during July, of which 29 revealed full consent compliance and the remaining three revealed consent non-compliance. The activities inspected included stormwater discharges, dredging in Whāngārei Harbour and a number of structures.

Monitoring runs in the Whāngārei, Bay of Islands and Kaipara Harbours were also undertaken and the Waikare Inlet oyster farms were inspected to assess the clean-up of the Ministry of Fisheries "forfeiture (non-consented) farms". All farms, with the exception of one for which the council has a clean-up agreement in place with the owner, have been cleaned-up to an acceptable state. MPI will be advised that this is the case and it will be recommended that the forfeiture notices can be lifted. This will transfer administration of the marine farm permits to the council under the Aquaculture Reform (Repeals and Transitional Provisions) Act 2004.

Land use monitoring

There were 11 monitoring events during the reporting period which revealed ten activities were fully compliant with their resource consent conditions and one (forestry) activity was significantly non-compliant. However, remedial action has already been taken by the forestry company involved.

Hazardous Waste

One hazardous substances incident was reported in July, which related to the fire at the Kaitāia Timber Treatment plant. Council staff provided advice to the NZ Fire Service on the matter.

Nine requests in regard to contaminated land were received and responded to in July.

Water quality and discharge monitoring

There were 78 resource consent inspections made in July of which 50 (64%) revealed full compliance with consent conditions, 26 (33%) revealed non-compliance and the remaining two (3%) revealed significant non-compliance. The two significant non-compliances related to the discharges from FNDC wastewater treatment plants at Paihia and Kerikeri, both of which were non-compliant with the water quality conditions of their consent. FNDC is actively working toward improving both discharges.

Farm Dairy Effluent (FDE) Monitoring

The FDE team commenced monitoring for the 2013/14 season in July with an inspection of a new dairy conversion, which was found to be significantly non-compliant. The FDE contractor will commence annual farm inspections in mid-August.

During the reporting period FDE staff attended a workshop hosted by DairyNZ to discuss its new "Warrant of Fitness" (WOF) programme. This programme has been designed to have accredited assessors undertake WOF inspections of farm dairy effluent systems. DairyNZ propose that it will be voluntary only and results will not be made available to regional councils.

ENVIRONMENTAL INCIDENTS

A summary of environmental incidents are also provided in the Environmental Monitoring Report (refer **Appendix 3**).

ENFORCEMENT**Abatement Notices**

There were 54 abatement notices issued during the reporting period. These were for:

- Marine farms (payment of bonds) (46)
- Discharge of sediment/earthworks (4)
- Other coastal activities (3)
- Farm dairy effluent (1)

Infringement Notices

One infringement notice was issued during the reporting period for unauthorised land disturbance.

Formal Warning Letters

There were no formal warning letters issued during the period.

OTHER ENFORCEMENT**FDE prosecutions**

Sentencing of a Waipū farmer for alleged offences which occurred in 2011 is set down for 18 September 2013.

Haruru Falls (land and water contamination)

Charges were laid in 2011 against two individuals and the company, which operated the site. The parties have now entered guilty pleas to one representative charge each, with the likely date for the disputed facts and sentencing hearing being 19 and 20 September 2013.

Waitangi River (illegal diversion and earthworks)

NRC has applied for an enforcement order, against two parties, to recover costs for the remedial work to the Waitangi River. The respondents reply evidence was to be filed by 9 July 2013 and the NRC response by 9 August. However, the respondents have not filed any evidence. NRC will file a memorandum to the court on 9 August 2013.

Kaimaumu Swamp (vegetation clearance and earthworks)

Charges were laid in 2011 against three parties who were involved in the vegetation clearance and drainage operation. An interim enforcement order was granted and subsequently amended in relation to the works. Further charges were laid for breaches of the enforcement order. The defendants entered not guilty pleas to all charges and elected trial by jury. The council has also commenced committal proceedings. These proceedings are running concurrently with the prosecution procedures against the defendants.

A pre-trial hearing was held from 10 to 12 June 2013 to hear several matters including the Crown's Judge-Alone application. The Judge has released two decisions on those matters ruling the following:

- Laying of charges – limitation period: Found in favour of the Crown.
- The validity of the relevant regional plan rules: Found in favour of the Crown.
- Allegation that the council failed to comply with its obligations in making an ex parte application: Found in favour of the Crown.
- All four accused should stand trial before a Judge alone.

Manganui River, Okahu (wetland clearance, earthworks and river diversion)

Charges have been laid against a dairy farmer and his company in Okahu for vegetation clearance in several wetlands, earthworks in the riparian management zone, diversion of a watercourse and deposition of soil. The charges relate to alleged offences which occurred between April 2011 and October 2012. Both parties have entered not guilty pleas and elected trial by jury. The file has now been transferred to the Crown prosecutor. NRC filed all its evidence with the court on 2 August 2013 and the next court date is set for 23 August 2013.

Houhora Service Station (land and water contamination)

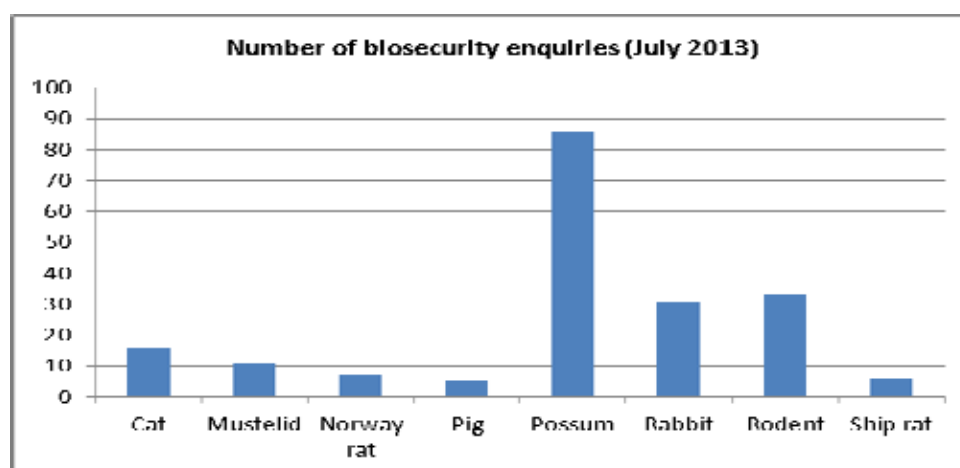
An application for an enforcement order has been submitted to the Environment Court. A decision is pending, although the application has been opposed by Houhora Service Station.

BIOSECURITY

IRIS software is providing an improved opportunity for all enquires and incidents to be logged and reported against.

Enquiries

Biosecurity officers logged 224 enquiries in the IRIS database during July, the majority concerned animal pests. The eight species most common for enquiries are shown below and there is consistently high demand for information and products to control possum, rabbit and rodent pests.

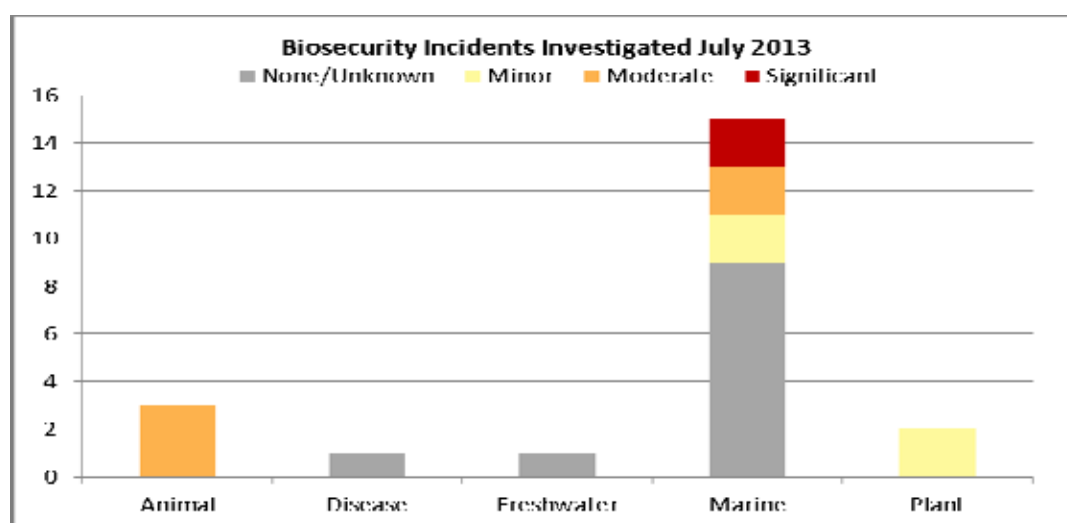


Incidents

Biosecurity incidents include:

- Potential breaches of Regional Pest Management Strategy (RPMS) rules;
- Potential new incursions of RPMS exclusion or eradication species
- Potential incursions of pest species not currently known in Northland, and not in the RPMS, but which may pose significant risk to Northland.

During July the Biosecurity team investigated 22 incidents.



Further detail regarding the moderate and significant biosecurity incidents during July 2013 is displayed in **Table 1**.

Table 1: Moderate and Significant Biosecurity Incidents (July 2013)

Date	IRISID	Species	Description	Significance	Notes
09/07/2013	REQ.570610	Mediterranean fanworm	Sabella- Vessel Out of the Blue	Significant	Ōpua. Hauled out at Ashby's boat yard with a small number of mature fanworm on the hull. It had previously been in Auckland. Cleaned.
09/07/2013	REQ.570614	Mediterranean fanworm	Sabella- Vessel: Pacific Drifter	Moderate	Doves Bay. Hauled out at Ashby's boat yard with juvenile fanworm on hull. Cleaned.
11/07/2013	REQ.570630	Mediterranean fanworm	Sabella - Barge	Moderate	A large sand barge was hauled out at Culham Engineering; It had a lot of juvenile fanworm on the hull but was dealt with well by the staff at Culham Engineering. Biosecurity officers on site to inspect the vessel as it came up onto the slipway.
26/07/2013	REQ.570797	Mediterranean fanworm	Sabella- Vessel: Red Bluff, Infestation	Significant	Port Nikau. Run down, badly fouled fishing vessel that had come from Tauranga and Gisborne previously. It was meant to be slipped straight away but this had fallen through. Staff checked the hull during the port surveillance and found a large number of mature fanworm. It is now under a notice of direction.
12/07/2013	REQ.570647	Feral pig	Millbrook Road	Moderate	Pigs damaging pasture and property. Release of feral pigs. Formal investigation pending. Joint media release with TBFree NZ on risks of releasing wild pigs has been published.
26/07/2013	REQ.570796	Feral pig	Matakohe	Moderate	Pigs damaging pasture. Alleged feedings and releasing of pigs. Formal investigation pending.
30/07/2013	REQ.570843	Feral pig	Owhiwa Road	Moderate	Pigs damaging pasture. Formal investigation pending.

MARINE PESTS

Mediterranean fanworm - surveys and removals

NRC staff have begun discussions with the managers of Northland Underwater Technical Services (NUTS) to begin the third round of diving in early August 2013. No other removals of fanworm have taken place during July. A biosecurity officer was involved in the diving for the NIWA/MPI high risk Port Surveillance in Whāngārei in July. Extra sites were checked at Marsden Cove Marina, Port Nikau and Culham Engineering. A small number of fanworm were found as follows:

- Marsden Cove, 10 dives 2 mature fanworm collected
- Port Nikau, 6 dives, 3 mature and 3 juvenile fanworm collected on upstream piles at Main 3, no fanworm found at Main 1 and 2.

One infected fishing vessel was found at Main 1 and 2. This vessel is now under a Notice of Direction.

Biosecurity officers also surveyed the hulls of ten vessels in the Ōpua area that had been assessed as 'high risk' by the Far North charter development group. One vessel was found to have a single fanworm on it. This was removed and the owner has been notified and informed of procedures to ensure it does not happen again.

Fanworm Charter development

A fanworm charter development meeting was held in Whāngārei on 11 July and progress has been steady. A number of recommendations were received from the group including the production of a flow diagram for risk assessment and a list of case studies. These were distributed to the group on 18 July for feedback. Marsden Cove Marina is the first stakeholder to have an NRC approved fanworm management plan put in place. NRC staff also updated the Far North charter group on the developments and the removal process in Whāngārei, and received very positive feedback.

Research and Development

Staff have been awarded an Envirolink science grant to enable the NIWA polychaete worm specialist to visit NRC to run a one day workshop on preserving worm samples and laboratory analysis of collected specimens.

PEST PLANTS

Spartina

A new spartina site in the Kaipara Harbour was located by staff during an inspection for a biosecurity Environment Fund project at Tinopai and the area will be subject to an eradication programme this year.

Herbicide use

Consultation with interested parties about the application for renewal of the resource consent for the use of haloxyfop over water is underway. A communication plan is being developed.

Weed workshops attract 151 people

A total of 151 people participated in seven workshops held 3 July 2013 in Kaitāia, 4 July in Kerikeri and 5-6 July in Whāngārei. Participants travelled from as far away as Dargaville, Mitimiti and Waimamaku to attend. Average attendance was up on past years with the two workshops in Kerikeri attracting over 30 people to each. It was good to see two small groups of school age children attending and teachers keen to run similar lessons at their school. There were more people taking advantage of the Kaitāia site this year also with 18 attending the workshop in that area.

LAND AND BIODIVERSITY

Environment Fund

Work is currently underway to assess approximately 138 applications (not including individual soil conservation projects) for funding assistance for the 2013/14 financial year. Projects will then be put forward for approval through the relevant delegated authority.

CoastCare

CoastCare group site visits were made to Waipū Cove, Ruakaka, Tokerau, and Taipā to distribute plants, update on group activities and to confirm requirements for planting and other resources. A planting day was held at Waipū Cove on 7 July to plant spinifex along the foredune to assist in mitigating dune erosion.

5.3 – RIVER MANAGEMENT

Awanui

Preliminary design of the proposed Awanui Flood Scheme upgrade is progressing, with geotechnical field investigations and a draft hydrology information review complete.

The peer review has identified a number of issues with the flood model in relation to its intended use for assessing scheme modifications. The next steps are to agree an approach for assessing the proposed modifications. NRC staff have already drawn up a scope for model adjustments required to address these issues and this will be discussed further with the consultant.

The next meeting of the Awanui River Liaison Committee is scheduled for 30 August 2013.

Kaeo-Whangaroa Rivers

The works tender for the Stage 1 Kaeo Flood Scheme works was approved by the NRC tender committee. Stage 1 works are scheduled for construction in the 2013-2014 works season.

Arrangements for land use are being finalised, which includes signing Memoranda of Agreement by land owners, which will then enable registration of easements over title. Reassessment of part of the compensation for one land owner is being undertaken, as the initial compensation was determined on the basis of Stage 2 works proceeding within several years of the completion of Stage 1, which may now either be deferred or not occur.

Kerikeri-Waipapa River

Additional river cross section profiles have been surveyed and are being incorporated into the hydraulic model for simulating the proposed high-level spillway for the Kerikeri-Waipapa flood scheme. Completion of spillway design is proposed during September. Staff have continued discussions with the landowners where the spillway is located.

Kaihū River

The survey of 15 river channel cross-sections was completed. An analysis against historic cross sections is being performed to determine the current capacity against the original channel design standard. This will assist in determining priorities for future channel maintenance works.

The next meeting of the Kaihū River Liaison Committee is scheduled for 14 August 2013.

Whāngārei Urban Rivers

The design and consenting of the Kotuku Street detention dam is progressing. A hearing of the resource consent and designation is not required and staff anticipate a decision during August/September.

A survey for the Survey Office Plan production has been commissioned, which is required for registration of proposed easements.

Model calibration for the expanded Whāngārei catchment model has been completed and design storm events for flood mapping are currently being run. These are expected in August.

Waitangi River

A hearing for the resource consent to extract gravel from the Haruru Falls area was held on 31 July 2013. Staff anticipate a decision during August.

Flood model design storms are currently being run and associated flood maps are expected in August.

Taumarere – Kawakawa River

Scheme options to mitigate flooding in the Otiria – Morewa area are currently being assessed. Staff have produced a design concept for a number of spillways in this area to divert flood flows back into the main river channels downstream of critical constrictions.

Coastal Hazards

Staff are preparing a Request for Proposal for the engagement of professional services to complete coastal erosion hazard assessments for priority sites in Northland.

Staff have consulted with district council staff over the proposed approach and selection of priority sites. At this stage 23 priority sites have been shortlisted for coastal erosion hazard assessments. The assessments will result in the development of coastal erosion hazard setback lines based on 50 year and 100 year planning horizons. The majority of the 23 sites already have coastal erosion hazard setback lines in place. However these lines are now out-dated, having been developed ten or more years ago, and require reassessment to reflect changes in the understanding of coastal processes and site specific changes that have occurred since the initial assessments were first undertaken.

Site specific assessments of the coastal flooding hazard, from which to derive coastal flood hazard zones, are not currently being proposed. The proposed RPS direction of minimum floor levels, supported by site specific engineering assessments to determine wave run-up (where required), provides a good basis to manage the coastal flood hazard for new development/redevelopment. To aid site specific assessments, staff are considering the merits of producing a good practice guide for informing wave run-up assessment, which would be complemented by regional wave data. This would enable a consistent approach to the assessment of the coastal flood hazard throughout the region.

HYDROLOGY

Water Metering Regulations Compliance update

All water take consent holders were sent a letter in 2011 informing them of the new water metering regulations and the timeframes for compliance. A total of 90 water takes have a rate of take greater than 20 litres per second and were required to have an appropriate meter installed by 10 November 2012.

Of these consents, 11 do not yet have meters installed. Staff have contacted these consent holders on numerous occasions and are still working closely with them to ensure compliance. Some of the issues that have arisen in trying to ensure compliance include the limited number of certified meter installers in Northland, significant infrastructure changes required to the existing pipework before meters can be installed and financial constraints.

Staff are contacting those consent holders that are yet to install water meters, informing them that if they are not compliant by 30 September 2013 then formal enforcement action will be taken. It is expected that the majority of consents will be compliant by this date.

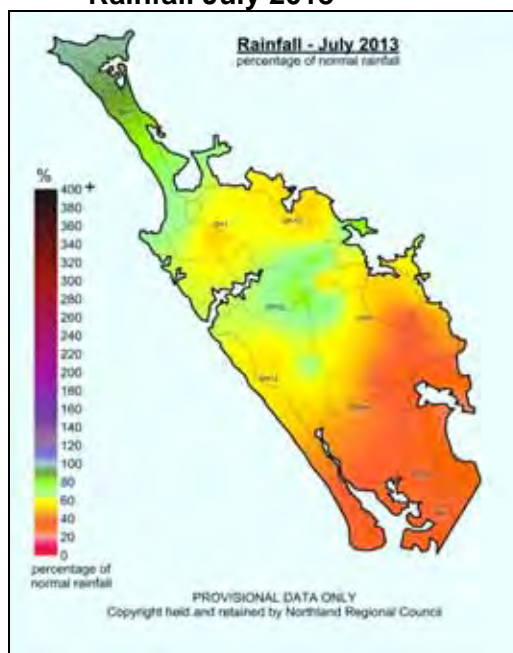
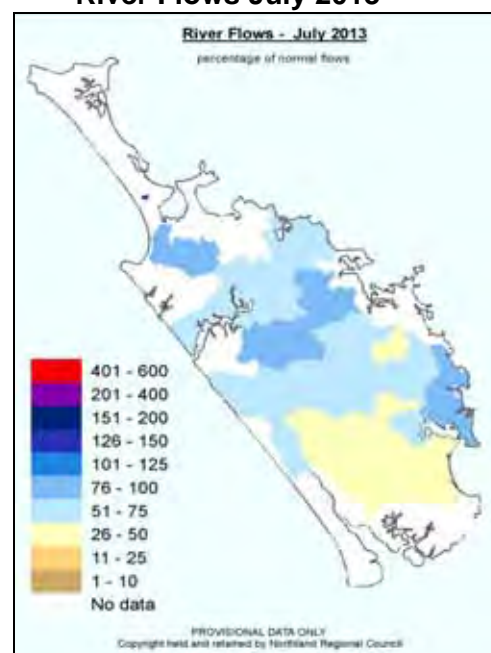
At a national meeting on water metering regulations held in Wellington in May 2013, regional councils and MfE discussed the current situation regarding water meter installations occurring within regions. At that time, percentages of meters that had been installed and were complying with the regulations varied from 21.5% to 100%, while the majority of the regions had approximately 90% of the meters installed. The majority of the councils had expected to achieve 100% of meters to be installed by 30 June 2013, but anticipate full compliance by the start of the next irrigation season (30 September 2013) as a more realistic target.

Telemetry Operations and Alarms

Rainfall and water level alarms have now been setup at the council's telemetry stations for the Waitangi catchment, Kaeo catchment and the Whangatane Spillway. Alarms set for these areas will be tested and refined over various rainfall events. Recipients will receive emails and/or text messages when rainfall intensities and water level heights have reach specified threshold levels. This is in line with the national "picture" for metering.

Rainfall, Ground Water and River Flows

- Below average rainfall for July over the whole of Northland.
- One severe weather warning was issued by the MetService in early July. Rainfall amounts varied across the region. Far North areas: Hokianga and Kaitiāia 40 to 50 mm, Kaeo and Kerikeri 80 to 100mm, Cape Reinga/Oruru 50 to 70 mm. Whāngārei areas: 15 to 65mm and Kaipara 10 to 25 mm. Flood warnings were issued in case the possibility that the predicted amounts (80 to 110mm) were exceeded. No flooding occurred.
- Groundwater level monitoring indicates most sites across Northland are just below average levels for the month of July with the exception of Kaikohe and the southern sites of Tara and Mangawhai. The groundwater levels at these sites are low for this time of year. This is a result of the dry summer followed by low winter rainfall reducing recharge to these groundwater systems. If there is no significant recharge in these areas over the next three months, low groundwater levels and base flows to streams are likely to occur over the coming summer.
- River flows were below average; particularly in the southern areas.

Rainfall July 2013**River Flows July 2013**

5.4 - ECONOMIC DEVELOPMENT

Northland Inc.

The Northland Inc Board has investigated and considered the request from Project Promise for the provision of a commercial loan to support the project. The Board recommended that the application be declined on the basis that the application did not meet the criteria of the Investment and Growth Reserve and there is no clear evidence of economic benefit.

Northland Economic Quarterly

The first issue of the Northland Economic Quarterly was released in July. Further editions will be issued in October, January and April. The newsletter will be available in electronic form only and be published on the Northland Regional Council website, with people able to subscribe to receive the new editions as they become available. The purpose of the newsletter is to track economic trends in Northland and provide a forum to highlight some of the economic issues facing the region. Each issue will contain three parts.

The main section of the publication looks at economic development in the region over the preceding quarter. There are a large number of indicators available and these are grouped around three key themes that have been identified by councillors: economic activity, employment and household welfare. A wide range of indicators will be reported on in order to provide a more complete picture of what is happening in the region, i.e. there will be some variation from quarter to quarter in the indicators used under these three headings.

The second part summarises the main findings from annual statistics that have been made available during the quarter. There is a lot of good regional data that is available only on annual basis. The first issue picks up some of the data available in the Agricultural Production Statistics released by Statistics New Zealand in May, looking at changes in the number of farms and land area, animal numbers, fertiliser use and irrigated area. Other annual data that will be included in future editions

include statistics on business demography (number, size, etc.) and household income (average levels, income distribution, low-income households, etc.).

The third section provides a spotlight on a specific economic topic of interest to the region. The current issue looks at how economic growth has varied across Northland over the past five years. Future topics could include housing affordability, transportation, or a sector focus such as tourism or forestry.

5.5 – HAZARD MANAGEMENT

GENERAL MANAGEMENT

Building Evacuations

The Northland Regional Council relocated onto the Water Street site in 2004 and a building evacuation scheme was prepared for the entire building. The scheme was audited and approved by the New Zealand Fire Service (NZFS).

For the first few years the NZFS carried out and monitored the six monthly evacuation drills. Due to the consistent performance, the NZFS has for the last few years instructed the Northland Regional Council to carry out the evacuation drills in-house and report the results back to the NZFS.

The Water Street building has a well maintained sprinkler system and is therefore unlikely to suffer from a building wide fire. During an evacuation staff assemble on the northern side of the front car park. This does not pose an issue for the NZFS having a vehicle entering the site. In an actual fire situation and depending on the prevailing wind conditions, a number of options are available and have been assessed, to relocate staff to ensure their ongoing safety.

However, for the purposes of trial evacuations and initial assembly in the case of an actual fire, the front car park is still approved as the most appropriate assembly area.

CIVIL DEFENCE EMERGENCY MANAGEMENT

MetService warnings and activations

A number of weather watches and warnings were issued in July by the MetService. These events were monitored by civil defence personnel. No issues arose out of these watches.

Social media, Facebook, continues to be utilised for the distribution of warnings. Over the past months all warnings and watches have been added to the Civil Defence Northland Facebook page. The page now has over 400 “likes” (up from 319 in May). A recent warning received over 4000 views. Facebook is proving to be an effective way to disseminate alerts and warnings to the public. Investigations are underway to determine a process for providing rainfall figures for the Facebook page in a map format.

CDEM activities

To ensure that the Northland CDEM Group continues to build on its good progress, align its goals, objectives and resourcing with its intended work programme and to take into consideration the Minister’s and Ministry priorities, a strategic review was held. The outcomes of the review are being consolidated and are to be reported to the September CEG and CDEM Group meetings.

ITEM: 5.0

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The national review of the CIMS arrangements is on-going, with the consultation process having been completed. The national working group have indicated that the draft will be amended significantly and a number of the initial recommended changes have been taken out of the document to ensure that it remains as a simple guideline.

A half day Emergency Management Information System (EMIS) training session was held in mid-August for 12 new users. EMIS training is continuing development. A North Island trainer is currently being recruited and after an induction period this resource should be available to support Northland training requirements.

A three-day Coordinated Incident Management Course (Level 4) is scheduled for September.

Resilience Fund

Planning is underway for the approved resilience fund projects for the coming year which include – Community Response Plan reviews (\$40,000 over two years), Community Resilience for vulnerable people (\$22,000), and Kaipara District Council capability and capacity building in CDEM arrangements (\$62,000), projects totalling \$124,000. In the past five years Northland has received in excess of \$500,000 to support a number of local and regional initiatives and projects.

The Tsunami Community Signage project remains on hold until GNS have finalised their review of the modelling process and new maps have been developed.

Arrangements are being made for representatives from Northland CDEM, including the NZ Fire Service, a partner in this project, to travel to the South Island and provide information on the Northland Business Continuity Planning programme to interested groups. Arrangements will include a visit to brief MCEM officials in Wellington on the programme. A further \$10,000 in funding has been allocated from the Resilience Fund to facilitate this programme.

5.6 – TRANSPORT**REGIONAL TRANSPORT MANAGEMENT****Funding Assistance Rate Review**

This matter has been referred to the August 2013 NZTA board meeting to progress.

Dust on Unsealed Roads

This matter was tabled at the Northland Technical Advisory Group (NORTEG) meeting held on 12 July 2013. The NORTEG members agreed that a working party be formed and tasked with compiling a draft mitigation strategy. This working group is to consist of:

- One NORTEG member per approved authority (Northland Regional Council (NRC), NZTA, Whāngārei District Council (WDC), Far North District Council (FNDC) and KDC);
- One Policy/Planning person from each approved authority to deal with and advise on policy related matters; and
- One Northland District Health Board (NDHB) representative.

ITEM: 5.0

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On 17 July 2013, a meeting was convened at the request of the Pīpīwai Titoki Roading Action Group (PTRAG). The meeting considered the results from NRC's Ambient PM₁₀ monitoring report and the technical review by a consultant from Emission Impossible. Questions were raised in regard to monitoring requirements and the reporting of test results for dust from roads.

The ability of the region to source the relevant funding to address dust from roads was also discussed in detail. With the high percentage of unsealed roads, coupled with the low funding base, district council staff stated there was very little their councils could do under their present budgetary constraints to deal with such problems. It was acknowledged that under the present NZTA funding rules, there was little chance of obtaining additional funding and that central government assistance would be required.

The meeting was advised on the progress of NORTEG and that PTRAG would be afforded the opportunity of commenting on the draft strategy prior to its general release.

A progress report was tabled at the Regional Transport Committee meeting on 7 August 2013.

“R” FUNDING

A meeting has been arranged with the following regions/districts and the Minister of Transport to discuss the ramifications to the smaller rural regions of ending of the “R” (regional) funding category in 2015:

- Taranaki
- Northland Regional Council
- Bay of Plenty
- Waikato Regional Council
- West Coast Regional Council
- Gisborne District Council
- Hawke's Bay Regional Council
- Horizons Regional Council
- Southland

This meeting is scheduled to take place in Wellington on Thursday 8 August 2013 at the offices of the Minister of Transport.

Multi Party Transport Projects

Following discussions with the New Zealand Transport Agency (NZTA) we have been advised that;

“Any contribution from a regional council towards an activity for which the regional council is not eligible for direct funding assistance is considered supplementary funding and treated similarly to a contribution from any other third party source. The only likely ‘multi party arrangement’ where both contributions would attract NZTA share would be where two adjacent local authorities, both of whom are eligible for assistance under the particular work category, develop a joint project which spans their territories. In this case each authority would receive NZTA share at the applicable financial assistance rate”.

ITEM: 5.0

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ROAD SAFETY UPDATE

Northland year to date road fatalities are recorded at nine, no increase from last month. There have however been several recent serious injury crashes which have caused diversions off the State Highway network. The latest occurred at the Brynderwyns involving a crash between a van and a truck which caused some delays for motorists.

NZTA have developed 'OnTheMove'; a real-time travel information service providing email alerts about notable incidents, road works and road conditions on New Zealand's state highway network. Anyone can sign up to this very useful journey planner tool on the following link address - www.onthemove.govt.nz.

PASSENGER TRANSPORT ADMINISTRATION**Total Mobility (reported one month in arrears)**

	Total clients	Monthly Actual Expend	Monthly Budget Expend	Variance	Year/Date Actual Expend	Year/Date Budgeted Expend	Variance
June 2013	1098	\$13,003	\$16,666	-\$3,663	\$167,994	\$200,000	-\$32,006

2012/2013 Financial Year summary

Client numbers overall remained fairly stable, with 1111 as at July 2012, declining to 1098 (13 less) as at June 2013.

Average fares for the year remain on par with last year; \$5.54 this year compared with \$5.42 last year. The overall year to date expenditure of \$167,994 was \$8,869 less than last year's; being \$176,863. Budget for the year was \$200,000.

Age Concern clients have the highest uptake of the scheme at 67% of the total budget. However, they also have the highest membership, being 731 or 71% of the 1098 total clients. NorthAble are in second place, with 14% of the total expenditure uplifted by 114 members (10% of the total 1098).

The uptake of the \$10.00 + GST hoist lift payment (100% funded by NZTA) has reduced this year; 2074 hoist lifts were claimed for 2012/13, compared with 2455 for 2011/12. Some taxi drivers have advised staff they have noticed an increase in privately owned vehicles with hoist lifts installed on the road, which could be having an impact in this area.

There was some concern raised at the beginning of the financial year from the disability sector that the taxi wheelchair vans were not available when needed. However, the number of claims would seem to indicate the demand is not necessarily high enough to warrant additional vehicles being added to the taxi fleets. There will always be a conflict during peak times, with school children and workers travelling at the same times, which can cause unavoidable delays in pick up times. Staff will continue to monitor the situation.

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City Link Whāngārei July 2013
(figures include Gold Card and exclude GST)

	Month Actual	Budget	Variance	July 2012
Passenger numbers	27,373	27,971	598	25,093
Farebox revenue (GST excl)	\$56,217	\$60,335	-\$4,118	\$55,626

SuperGold Card Scheme – July 2013.

Month Actual	Monthly Budget	Variance	Average 2011/12
5,121	4,613	+508	4,610

Several operational issues are still being resolved as a result of the assignment of the CityLink contract to Ritchies. However, it is important to note that as far as the general public are concerned, it has been business as usual and the buses have continued to operate.

The fleet has been tidied up and is now looking very smart again. The missing CityLink decal from the front windscreen has been replaced.

The timetable review that was initiated earlier this year essentially needed to be started again from the beginning. However, Ritchies have assured staff that the end is in sight and that passengers can expect to soon receive timetable information for each bus stop on each route.

Preparations are underway to trial two tracker units on two CityLink buses to assess the suitability for a low cost real time information system. Staff were under the impression that the on-board GPS system could be utilised for this but have now been advised by Ritchies that this is a closed system for the electronic ticketing machines only. Cost will dictate how far this particular project moves forward.

Enquiries are coming in as to when the CityLink buses will start travelling over the new Lower Hātea bridge, allowing a service to be provided to Okara Park. This is certainly planned for the future, however staff are concerned about the six minute waiting time for the bridge to lift and close, the clearing of the back log of traffic and the impact this could have on trip running times. It is suggested that this be monitored and reviewed before any changes are made.

BusAbout Kaitāia: Report for the 2012/2013 Financial Year

Ahipara - The Ahipara service offers a Monday to Friday daily workers service, departing Ahipara from 7.20am and arriving in Kaitāia at 7.45am. The afternoon trip departs Whangatane Drive at 5.05pm, Kaitāia at 5.14pm and arrives in Ahipara at 5.40pm. There is also a twice daily out of peak shopper's run on a Wednesday.

Patronage on this service has increased from 1,828 passengers in 2011/2012 to 2304 in 2012/13.

East Coast Service - After a significant review of the East Coast service in March 2012, this service now consists of a Monday to Friday daily workers service, departing Mangōnui at 6.56am and arriving in Kaitāia just before 8.00am. The daily afternoon trip departs Kaitāia Hospital at 5.05pm, and arrives in Mangōnui at 6.05pm. There is also a twice daily out of peak shopper's run on a Tuesday.

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Patronage on this service has declined slightly from 3,839 passengers in 2011/2012 to 3264 passengers in 2012/13.

Pukenui/Houhora Service - After the March 2012 review, the Pukenui service now offers a twice daily shoppers run on a Thursday only. The daily workers' runs were removed due to poor patronage.

Support for this service has declined from 1,306 passengers in 2011/2012 to 768 passengers carried in 2012/13.

Pak n Save Service - The Whangatane Drive area is serviced with three return trips Monday to Friday, and an additional six return trips on a Tuesday, Wednesday and Thursday (provided by the scheduled Pukenui and Mangōnui trips, and an extension of an Ahipara trip).

Recorded patronage has increased, from 1,022 in 11/12 passengers to 1,814 passengers in 12/13. Pak n Save sponsorship is secured for some of these trips.

Summary - Overall, patronage numbers have increased slightly over the 2012/2013 financial year. With the changes made to the service during this period, the service was able to continue operating within budgetary constraints.

CBEC has now appointed an additional staff member who will focus on the promotion of the service and what changes can be made to increase patronage.

Throughout the 2012/13 financial year, CBEC continued to run a BusAbout Kaitāia radio campaign. They distributed bus timetables to letterboxes in Mangōnui, Ahipara, Pukenui and Kaitāia and placed advertisements in local newspapers at regular intervals.

An assessment of the bus stops and shelters along the routes needs to be undertaken. Staff will try to secure some commitment by FNDC for future shelter provision.

An application for SuperGold card funding for the service was made to the Ministry of Transport during the year, but was unsuccessful. The Ministry of Transport have extended the moratorium on new services entering the scheme again for the 2013/2014 financial year. Staff will make another application and continue lobbying for the use of SuperGold cards for these services.

As the result of a request from Cliff Colquhoun to Tariana Turia, it is understood that a further letter was received by NZTA this year from the Minister of Transport. Clarification was sought around the decision not to allocate funding for BusAbout Kaitāia from the NLTP. Two reasons given in the response were that the results of the economic evaluation carried out did not meet the NZTA funding criteria and that the service was not included in Northland's RLTP at that time (NZTA instructed NRC to remove the requested funding amount from the programme once the economic evaluation results were submitted). It is recommended that a passenger survey be undertaken in the 2013/14 financial year to obtain feedback on departure times, service frequency, fares, bus stops and other infrastructure issues, and suggestions for improvements. It should also be extended to the wider community via the local paper to try and ascertain why more people are not utilising the service.

NAVIGATION, SAFETY AND MARITIME OPERATIONS

Oil Spill Preparedness and Response

Staff dealt with four oil spill incidents during this period. One was a minor slick noticed in Whāngārei harbour. The other three spills occurred within the Marsden Cove marina; two incidents were suspected bilge discharges and one was a leak from the refuelling site piping system which was quickly fixed by the fuel company. Marina staff also acted quickly on advice from maritime staff to contain, clean-up and disperse the spills. The vessels suspected of bilge discharges unfortunately could not be identified.

Incidentally the harbourmaster had provided training and advice to the marina earlier in the month on best practice in dealing with Tier 1 oil spills. Marina staff are also planning to liaise with the local fire brigade and Refining NZ response team to coordinate and assist with local responses.

Port and Harbour Safety

Two hot work permits were issued during this period.

An abandoned vessel that sank on a mooring in Parua Bay was re-floated with the assistance of commercial divers. The wreck was then towed ashore where it was disposed-off by maritime staff.

Due to safety concerns, the harbourmaster instructed the removal of the entrance channel aids to navigation lights and day-marks marking the channel entrance to Ngunguru River. This was due to large-scale movement of the sand in the area blocking the existing marked channel. Signs have been placed near the boat ramps to notify local mariners. Navigational warnings were issued and council's media releases have subsequently been well covered by local media. The situation will be monitored and a decision on re-marking the channel made before the start of the summer season.

The Regional and Deputy Harbourmaster attended the regional councils' national Harbourmasters' Special Interest Group meeting held in Wellington.

Maritime Incidents, Enforcement and Safety

Staff dealt with 25 maritime incidents during this period. A number of potentially hazardous logs and debris incidents were dealt with; staff removed some of the debris or arranged for debris removal.

There were a few mooring failure incidents related to a particular type of securing arrangement. The mooring contractor involved has advised of the problem and remedial action is being considered. In related mooring failure incidents, staff recovered a grounded yacht after it broke loose from its mooring in the Bay of Islands, and assisted with a second grounding.

Two boat fires in different harbours were resolved without damage to the environment or injury to people.

Further enforcement action measures are being considered to mitigate navigation hazard concerns caused by vessels that anchor close to the Hātea River channel against maritime staff advice, and ignore infringement notices. The vessels swing into the channel when the wind direction becomes unfavourable causing occasional problems.

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Wellingtons Bay buoy was reported adrift, retrieved and re-laid into position. The Kerikeri Stone Store buoy was upgraded with a heavier mooring weight to keep it in position and batteries replaced in No. 2 Tutukaka, Okiato Bay of Islands and Onoke Point Hokianga navigation lights.

The refurbishment of Kerikeri aids to navigation commenced this month. This will involve a number of replacement piles, replacement of wooden top-marks with aluminium, and the removal of some redundant beacons.

Moorings

The reporting system in IRIS is now functional, enabling us to share accurate up to date information with the harbour wardens and mooring contractors. This is proving beneficial especially with regards moorings with outstanding services and licence payments. The principal mooring contractor is currently in Houhora, and staff are working closely with the contractor and harbour warden. As a result the number of moorings overdue for service in Houhora harbour has been reduced from over thirty to just three. These three will either be cancelled and removed by the contractor before leaving Houhora or (with the agreement of the owner) transferred to the NRC.

The contractor will be moving into the Mangōnui area in about three weeks' time, and all those owners in Mangonui / Taipa River who are overdue for service have been sent final warning letters. It is hoped that an approach in Mangōnui similar to that in Houhora will yield equally good results, and the groundwork for a similar 'clean up' is already in place for Whangaroa Harbour.

34 mooring licences in various locations are in the process of being cancelled or surrendered due to either overdue service or non-payment of licence fees, including seven which have been transferred into NRC ownership due to the owners no longer being contactable.

A meeting with all the mooring contractors is being arranged for later this month principally to review the existing MOU between NRC and contractors, and the guidelines on mooring construction.

Other

Skipper assistance was provided to other departments for site visits to the Kaipara and Whāngārei harbours and with fanworm surveys in the Bay of Islands.

Staff continued follow up with fixed refuelling site operators to bring their Tier 1 oil spill response plans up-to-date.

5.7 - COMMUNITY REPRESENTATION AND ENGAGEMENT

GOVERNANCE MATTERS

October 2013 elections

The nominations period closed 16 August 2013. A verbal update on final candidate numbers will be provided at the meeting. This information is also available on the council's website www.nrc.govt.nz/elections

Candidate Seminars

Staff completed the series of Prospective Candidate Information seminars in July. Attendance across the region varied:

- Whāngārei – 12
- Dargaville – 3
- Mangawhai – 3
- Kaikohe – 11
- Kerikeri – 0 (the scheduling of this session coincided with stormy weather)
- Kaitiāia - 7

Governance review

Councillors were provided with an end-of-triennium survey in late July and are encouraged to complete and return these by the end of August.

Northport

It is our expectation that Northland Port Corporation will take up the chairmanship of Northport Limited by rotation in October of this year.

Pre-election report

The pre-election report, a politically independent statement prepared by the council's Chief Executive Officer, was completed and published on 2 August 2013, in accordance with the requirements of the Local Government Act 2002. The purpose of the report is to provide an overview of the council's work, in order to inform the community of our activities and spending prior to the upcoming 2013 local body elections. The report outlines the key work areas of the council, major projects and projected financial information for the coming three financial years.

5.8 – SUPPORT SERVICES

PUBLIC COMMUNICATIONS

Media and Publications

Northland's media was monitored for items of interest to the council. Media releases were sent to appropriate media concerning the following:

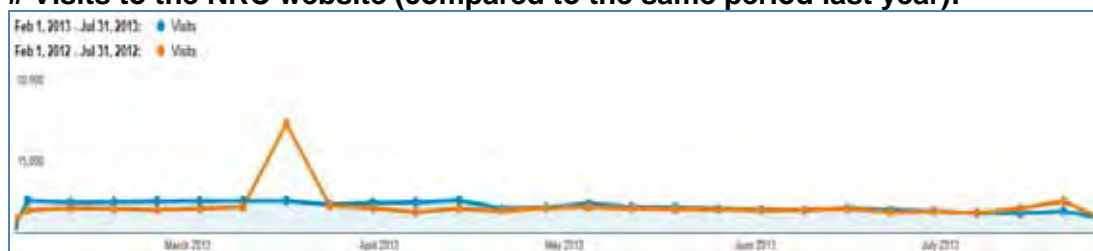
- Nominations open soon for would-be regional councillors
- Oyster farmers face abatement notices over bond failures
- Regional Policy Statement hearings decisions expected September
- Ngunguru channel entrance unsafe – harbourmaster
- Northland Inc's new CEO appointed (*media release on behalf of Northland Inc*)
- Big opportunities for Northland in undersea cable deal with Hawaiki (*joint media release issued on behalf of Northland Inc and Hawaiki Cable Limited*)
- Monthly pest watch column in Whāngārei Leader: Rabbits
- Monthly land management column in Rural Advocate and Northern Farming Lifestyles: Good land management is a long-term commitment

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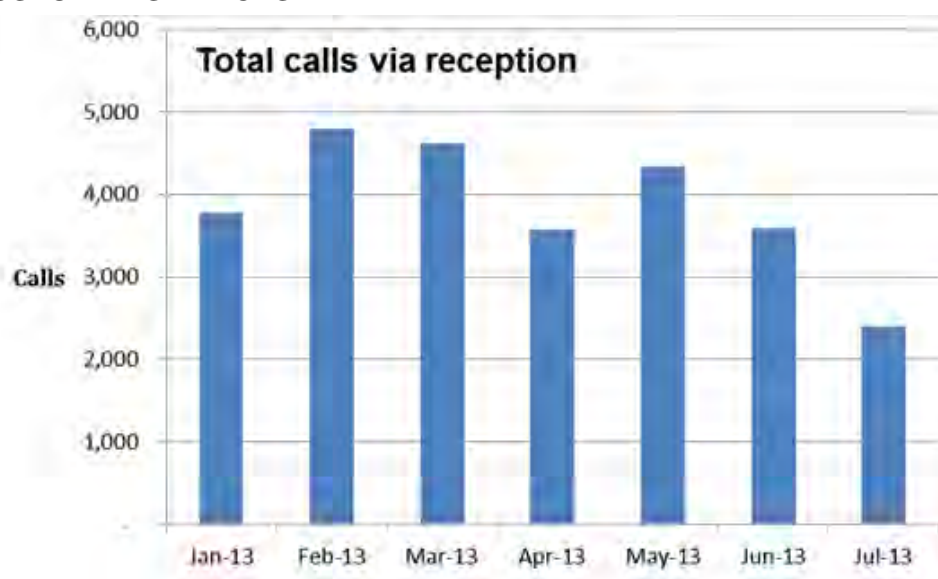
Publications completed during July:

- Pre-election report 2013
- EnviroSchools Newsletter Issue 15
- Economic Quarterly Issue 1

ONLINE CHANNELS**Website monthly usage – www.nrc.govt.nz:****# Visits to the NRC website (compared to the same period last year):**

Key Performance Indicators	Apr-13	May-13	Jun-13	Jul-13
WEB				
PDF documents downloaded (Transactions)	2,116	2,688	2,042	2,287
\$ Print value of documents downloaded	\$3,882	\$6,553	\$3,947	\$4,101
E-payments made	4	2	4	2
GIS Service - Number of unique visitors	242	503	336	N/A
GIS Service - Number of visits	927	1,223	863	N/A
# subscription customers (cumulative)	727	733	761	786
SOCIAL MEDIA (cumulative)				
# Twitter followers	524	533	548	557
# NRC Facebook fans	292	297	302	309
# CDEM Facebook fans	226	284	328	399
# CoastCare Facebook fans	86	86	93	98

* N/A = figures not available in time for this month's report.

CUSTOMER SERVICES



NOTE: High January calls due primarily to:

- Waipū seaweed and algae smell
- Smoke nuisance related to fires
- Boats off moorings due to high winds/swell

EVENTS

Sponsorship – Ballance Farm Environment Award Annual General Meeting

Representatives from Community Relations and Land Management attended the Ballance Farm Environment Awards Annual General Meeting to discuss the council's sponsorship of the awards. The committee agreed to accept the council's sponsorship proposal for the 2014 awards. The amended sponsorship agreement has been signed by both parties.

ENVIRONMENTAL EDUCATION

Northland Regional Council 2013 Environmental Curriculum Awards

Preparation work for setting up this year's annual Northland Regional Council 2013 Environmental Curriculum Awards (ECAs) delivery roadshow continued. Special school delivery assemblies were set up around Northland for the 23 prize-winning schools from the Far North, Whāngārei and Kaipara districts.

Eleven Whāngārei district schools were granted ECAs along with a total of \$8500, eight Far North district schools won ECAs with accompanying \$8400 while four Kaipara district schools won ECAs along with a total of \$3100.

The annual awards aim to foster excellence in environmental education, with schools eligible for up to \$2000 each for their efforts to educate children *'in, about and for'* the region's environment.

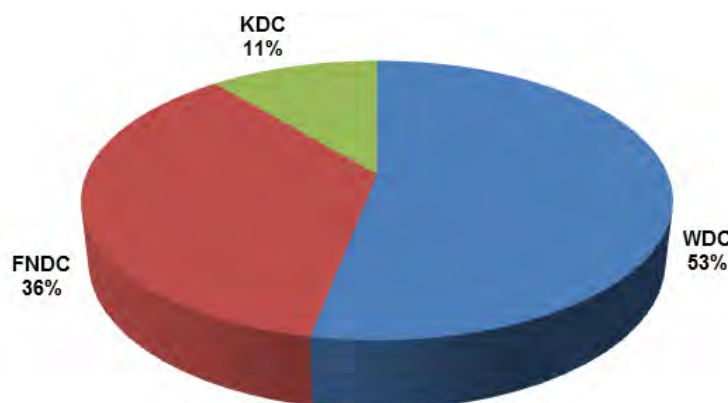
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Summary of Environmental Curriculum Award winners for the triennium

Key points to note for the triennium:

1. The fund was over-subscribed by 175%
2. 94% of applicants were successful
3. Funds allocated were as follows;

**Northland Science Fairs**

Preparation for Northland Regional Council's annual participation in the North's two regional science fairs kicked off during July with work including setting up councillor attendances, prizes, and judging staff participation.

Northland Regional Council Youth Summit

Initial preparation began for this year's 18th annual Northland Regional Council Youth Summit to be held at the Onerahi Yacht Club, Whāngārei later this year.

ENVIROSCHOOLS**Project Possum assessment camps debriefed**

On 5 July, a meeting was held to evaluate this year's assessment camps for Project Possum – stage 1. Factors to repeat for next time included: use of possum skin pin boards now that skins are lucrative, Trefoil Park as the venue due to perfect trapping conditions and tutor demonstrations followed by students teaching students. Ideas for improvement included: tutor rotation to increase the overall skillset, offer mustelid unit standards and hold a tutors' training day to increase consistency.

Second Enviroschools Northland Newsletter for 2013 produced

The second Northland Enviroschools newsletter was distributed during July. This newsletter highlighted: 2013 Project Possum – stage 1 training, local cluster meetings for primary and intermediate teachers on 'measuring change', *Wa*/Restoration project update, early years achievements and a variety of learning and action at Dargaville Intermediate, Onerahi, Otaika, Parua Bay, Poroti, Riverview, Ruakaka, St Francis Xavier Catholic School, Springbank, Te Kura o Horeke, Whāngārei Heads and Whāngārei Primary schools.

Facilitation of Enviroschools communities

Even with the school holidays, Enviroschools facilitators have worked in the following school communities during July: Broadwood, Hukerenui, Hurupaki, Kamo Intermediate, Kokopu, Ōkaihau Primary, Oromahoe, Otaika, Panguru, Riverview, Ruakaka, Taipā, Te Kura Kaupapa Maori o Te Tonga o Hokianga, Te Rangi Aniwanui, Umawera, Waimā and Whangaruru school communities.

IWI LIAISON**Joint Iwi Monitoring Fund – Heavy Metals in water and sediment**

A water quality monitoring contract with the Ngati Hau Trust was finalised late June. This joint project sees the implementation of a monitoring regime for eight sites in the Puhipuhi area. Testing for the presence of heavy metals in water will run for 12 consecutive months (including pH levels) while the sediment sampling will be undertaken twice during the summer months after flush events (an extensive dry period followed up a wet event).

Joint Iwi Monitoring Fund – Growsafe and Agrichemical Approved Handlers

Four members of the Ngati Hau Resource Management Unit were successful in gaining funding from the council's Joint Iwi Monitoring Fund and from the Biodiversity Team to undertake Growsafe Certification.

This builds on the work of Ngā Kaitiaki o Ngā Wai Māori, a collective of five hapū from Puhipuhi to Mangakāhia who are working on a project to enhance water quality in the rivers that connect the hapū.

Iwi Environmental Management Plan Fund

A contract with the Patuharakeke Trust Board was signed in June to review their existing Hapū Management Plan.

The first milestone '*Desktop review of existing plans and gaps analysis*' has been completed and a report submitted to council.

One of the points raised through the review and gaps analysis process was the added pressure of oil spill risk which, given the location of the Deep Water Port and the Refinery, is of concern to the hapū.

A letter has been sent to the working party offering to meet with them to discuss the council's response plan, and roles and responsibilities in this regard.

Meetings

The Iwi Liaison Officer (ILO) attended, as the delegate for Northland, the National Steering Group Committee meeting (Te Pae Urungi) for Māori in Local Government. The group is responsible for setting direction for the two national local government conferences, Te Mataapuna and Te Waka Awhina.

The Iwi Liaison Officer also attended at the invitation of Whāngārei District Council, the whakatau for Te Waka Toi (Creative New Zealand), internal Māori capacity training and a meeting to discuss the recent review of the Māori Services Department of Auckland Council.

LGOIMA'S**Local Government Official Information and Meetings Act requests during July:**

Name	Parent
Turpie P and I LGOIMA request for information relating to the Pouto Point electricity project	Consents
Farrar D LGOIMA Request for financial and rating information	Finance
Green Party of Aotearoa New Zealand LGOIMA request for information relating to Methyl Bromide consents for Whāngārei Port	Consents
Letcher A LGOIMA Request for Expenses of Councillors	Finance
Morrison S LGOIMA Request regarding councillor remuneration	Finance
Beveridge M LGOIMA Request for total amounts spent including GST on specific items	Finance
Grammer Z LGOIMA request for a copy of the correspondence with NRC Cllr Ian Walker on this matter re formal Complaint - Breach of Code of Conduct by Elected Member	CEO's office
The New Zealand Maori Internet Society LGOIMA request for information relating to internet domain names	Community Relations
William J LGOIMA Request information on council credit card use	Finance
Williams J LGOIMA Request information on council spending on Web Design and traffic volume	Community Relations

HUMAN RESOURCES**STAFF MATTERS*****Terminations:***

Daniel Shultz, EDRMS Administrator, finished his employment with the Council on 26 July 2013. Daniel left to take up a position with Ngati Hine Health Trust.

Rosa Jones finished her fixed term, part time parental leave cover in the position of Customer Services Officer on 19 July 2013. Rosa has been retained as a casual.

Fleur King, General Manager – Community Relations, resigned on 5 August 2013 and it has been agreed that she can finish her employment with the Council on 13 September 2013. A review will be undertaken before filling this vacancy and interim arrangements will be put in place. Fleur leaves to take up a position with Tasmanian State Services Department of Health and Human Services.

Appointments:

Angela Hobden commenced employment as Financial Accountant on 1 July 2013.

Emily Walker, Water Allocation Officer, returned to work from Parental Leave on a part time basis on 1 July 2013.

Emma Simpson, Environmental Monitoring Officer – SOE, returned to work early from Parental Leave on a part time basis on 3 July 2013.

Pip Dickson, Customer Services Officer (part time), returned to work from Parental Leave on 11 July 2013.

Matthew Goodwin Brown, scholarship student, was employed on a casual basis over the school holidays from 15 – 26 July 2013.

Robyn Broadhurst, Policy Analyst, commenced 12 months Parental Leave on 1 July 2013.

Vacancies:

The position of Accounts Officer (part time, fixed term) was advertised internally and externally during the month with applications closing on 4 July 2013. Interviews were held on 22, 23 and 24 July 2013. An offer of employment has been made with a proposed start date of 15 August 2013.

The position of EDRMS Administrator was advertised internally and externally during the month with applications closing on 1 August 2013.

The position of Human Resources Administrator was advertised internally and externally during the month with applications closing on 8 August 2013.

Employment Relations:

The annual salary review resulted in an average of 2.4% increase in salaries (as per budget) or \$225,757. This included a 1.5% across the board market increase. All applicable increases and changes in salary were effective from 1 July 2013.

Employment negotiations have commenced including a meeting with the PSA regarding the Collective Employment Agreement on 16 July 2013. In the main the changes relate to the Extra Hours guidelines and departmental briefings have been held on these. The Collective Employment Agreement is in the process of being ratified. Updated Individual Employment Agreements should be distributed shortly.

Malcolm Nicolson in his role as Acting CEO of Northland Inc Ltd has recruited a new CEO, David Wilson, who will commence employment on 9 September 2013. Additionally Stuart McElwain, Project Manager Sectors and Wayne Hutchinson, General Manager Economic Development resigned during the month. Stuart McElwain finished his employment on 28 July 2013. Wayne finished his employment on 2 August 2013 however he has been retained on a part time consultant basis.

STAFF ESTABLISHMENT

STATUS	July 2013	July 2012	June 2013
Full Time Permanent	134	122	134
Part Time (FTE)	9.3	12.2	10.6
Fixed Term (incl Part Time FTE)	6	8	5.4
Students/TFG and Temps	1	2	4.1
Vacancies	4	9	5
TOTAL FTE	154.3	153.2	159.1

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TRAINING

Course	Venue	Dates	Employees
Taking Notes, Creating Minutes	Whāngārei	04.07.13	J Wallace, R Redwood, N Currey, K Paibrowski, P Springford
Stream Ecological Evaluation	Auckland	11-12.07.13	K Hansen, P Johnson
LG Committee Advisors Forum	Christchurch	15-16.07.13	C Taylor
National Meeting Māori in LG	Hastings	19.07.13	R Rophia
Regional Communications Managers Meeting	Nelson	19-21.07.13	F King

STAFF TURNOVER

Staff turnover as at the end of July 2013 for the past 12 months was 9.18%.

HEALTH AND SAFETY

Work on reforms to improve health and safety and the new agency WorkSafe NZ to strengthen enforcement, education and to implement the changes has begun. The new laws and regulations are due to start coming into force from the end of 2014.

The Health and Safety Advisor has been working closely with the Health and Safety Co-ordinator from Whāngārei District Council to review and update NRC's contractor procedures and policies. As part of this a new database is being set up for all departments to use as a single entity with all contractors information available to all staff that have to manage contractors. The current Contractor Handbook is also under review.

Accidents Reported:

One staff member reported a lower back strain.

Incidents Reported:

No incidents reported.

H&S Issues, Inspections and Visits:

An internal audit involving the health and safety committee is to be undertaken and will be finished by the end of August 2013. This is a requirement for our ACC Workplace Safety Management Practices audit.

The reception emergency response procedure has been updated. A new proposal for the panic alarm for the reception area has been approved.

CERT training (Compliance, Enforcement and Regulatory Training) for staff at risk from potential conflict while interacting with the public is scheduled to be held on 12 and 13 August 2013.

Defensive Driver, 4WD and trailer training is on-going as is First Aid training (Comprehensive and Refresher courses).

FINANCE AND IT**Fraud declaration**

Fraud is an intentional act by one or more individuals among management, those charged with governance, employees, or third parties, involving the use of deception to obtain an unjust or illegal advantage. I am not aware of any fraud nor am I investigating any incidence or suspected incidence of fraud at this time.

Finance

There will be no financial results provided for the month of July due to the fact that little meaningful information becomes apparent in the first few months of the financial year

The Finance team have been focusing their attention towards the preparation of the final year-end accounts and the 2012/2013 Annual Report. Audit New Zealand will commence the Audit of the year-end accounts on 26 August 2013.

Annual Report

As part of our preparations for the Annual Report, staff completed the initial review of the measures and targets included in the LTP for reporting against each council objective.

We think there is some room for enhanced reporting with measures around water in our priority catchments, biodiversity, heritage, infrastructure and economic performance. However, many of these are already or will be part of other planning, monitoring and reporting processes – for example, Waioira Northland Water, the Regional Policy Statement, State of the Environment, and the Northland Economic Quarterly.

As our monitoring and reporting programmes develop, we will come back to council with recommendations on which if any additional measures and targets should be included in future Annual Reports to enhance our accountability to Northlanders.

Infrastructure

Our move to our new Disaster Recovery site went smoothly and we have installed new infrastructure (including a new SAN) at Gen'i Northlands Northcloud data centre on Hunt Street. We are successfully duplicating our production environment for failover in case of emergency.

COMMERCIAL**Forestry**

- There may be an opportunity to harvesting the Mt Tiger 1985 stand (approximately 15 ha, 9,000 tonnes) over this coming summer, but more likely to take place in 2015/2016 summer. A harvest plan is being prepared.
- The silvicultural work and forest development activities planned for the 2013/14 budget year, are the thinning of the 2005 areas which is scheduled for early 2014 (22.9 ha at \$13,700) and the foliar sampling to be undertaken in February/March 2014 and possible fertilising of the 2003 will follow if required (80.9 ha at \$36,900) area.

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Arbitration

The decision on the joint arbitration involving Whāngārei District Council, Northland Regional Council and 24 leasehold properties (12 properties owned by each council) was released on 2 August 2013.

While the values and rental rates are not at the levels sought, the determinations are generally supportive of the respective council's positions. The rental rates sought were 6.6%, 6.85% and 7.85% for five, seven and 21 year rental terms respectively. The rental factor determined by the arbitration award are 5.85%, 6% and 7.25% for the five, seven and 21 year rental terms.

Calculations for adjustments to rental payments, including rental arrears are underway and letters, along with invoices or credit notes as appropriate, will be sent to the leaseholders over the next week to request outstanding payment or if appropriate providing refunds for any rent that may have being overpaid by the leaseholder.

Both councils have agreed to make the arbitration award openly available and the leaseholder's approval is currently being sought to achieve this outcome.

Compliance with decision making processes:

The activities detailed in this report are provided for in the council's 2012-2022 Long Term Plan, and as such are in accordance with the council's decision making process and sections 76 to 82 of the Local Government Act 2002.

Recommendation:

That the Chief Executive Officer's report dated 16 August 2013 be received.

APPENDICES

1. Core Business Information System Upgrade and Implementation (IRIS Update)
2. Detailed information – Consents decisions and progress on notified applications in process, objections and appeals.
3. Environmental Monitoring Report

ITEM 5.0: Appendix 1

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ISSUE: Core Business Information System Upgrade and Implementation**ID:** A559999**To:** Council Meeting, 27 August 2013**From:** General Manager Finance and IT, Lisa Aubrey, Operations Director,
Tony Phipps and Systems Senior Programme Manager, Carol Cottam**Date:** 8 August 2013**Summary** The purpose of this report is to update council on the status of the upgrade to and implementation of the Core Information Business Systems.

Report Type:	<input checked="" type="checkbox"/> Normal operations	<input type="checkbox"/> Information	<input type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input type="checkbox"/> Legislative function	<input type="checkbox"/> Annual\Long Term Plan	<input checked="" type="checkbox"/> Other
Significance:	<input type="checkbox"/> High	<input type="checkbox"/> Moderate	<input checked="" type="checkbox"/> Low

Background

Over the last five years, council has planned for and replaced or upgraded and implemented its core business information systems. The systems that have been upgraded, replaced and integrated are:

- Regulatory – “WorkSmart” (2001), replaced
- Financials – “Pathway - SmartStream” (2001), replaced
- Electronic Document and Records Management (EDRMS) - “Objective” (2010), integrated
- Geographic Information Systems “GIS” (1996), upgraded and integrated
- Sample database “Hilltop Sampler” (2011), upgraded and integrated.

Attached is a diagram which illustrates how these new or upgraded systems integrate.

Due to the provider of the existing Pathway and Worksmart systems changing their focus, council had to replace these systems which had being used since 2001.

An electronic document management system (EDRMS – “Objective”) was implemented in 2010 to provide modern document and records management capability.

In 2012/13 council also needed to replace its financial system critical functionality was lost with the replacement of the Pathway system. The financial system was also at end of life and no longer supported.

IRIS

Council participated in a rigorous process along with ten other councils facing similar circumstances, to search for and select a replacement core business support system. After a thorough and lively selection process no suitable package solution could be

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found. Consequently a collaborative development project was undertaken by six Regional Councils: Northland, Horizons, Taranaki, West Coast, Environment Southland and Environment Waikato. This approach afforded each participant the protection of ownership and influence over specifications, functionality, costs and timeframes.

The resultant application suite is called the "Integrated Regional Information System" or IRIS. Datacom Systems Ltd is undertaking the development.

Project Delivery

This council was the first to implement the IRIS application. The target was to go-live and be fully operational by 1 July 2013. An earlier target date of 29 April was set for installation, data migration and go-live to allow for resolving any residual issues and settling in before the beginning of the new financial year. This was a major undertaking and included the integration of the IRIS application to the EDRMS and GIS systems, and implementation of the new financial system (Technology One) in the same timeframe.

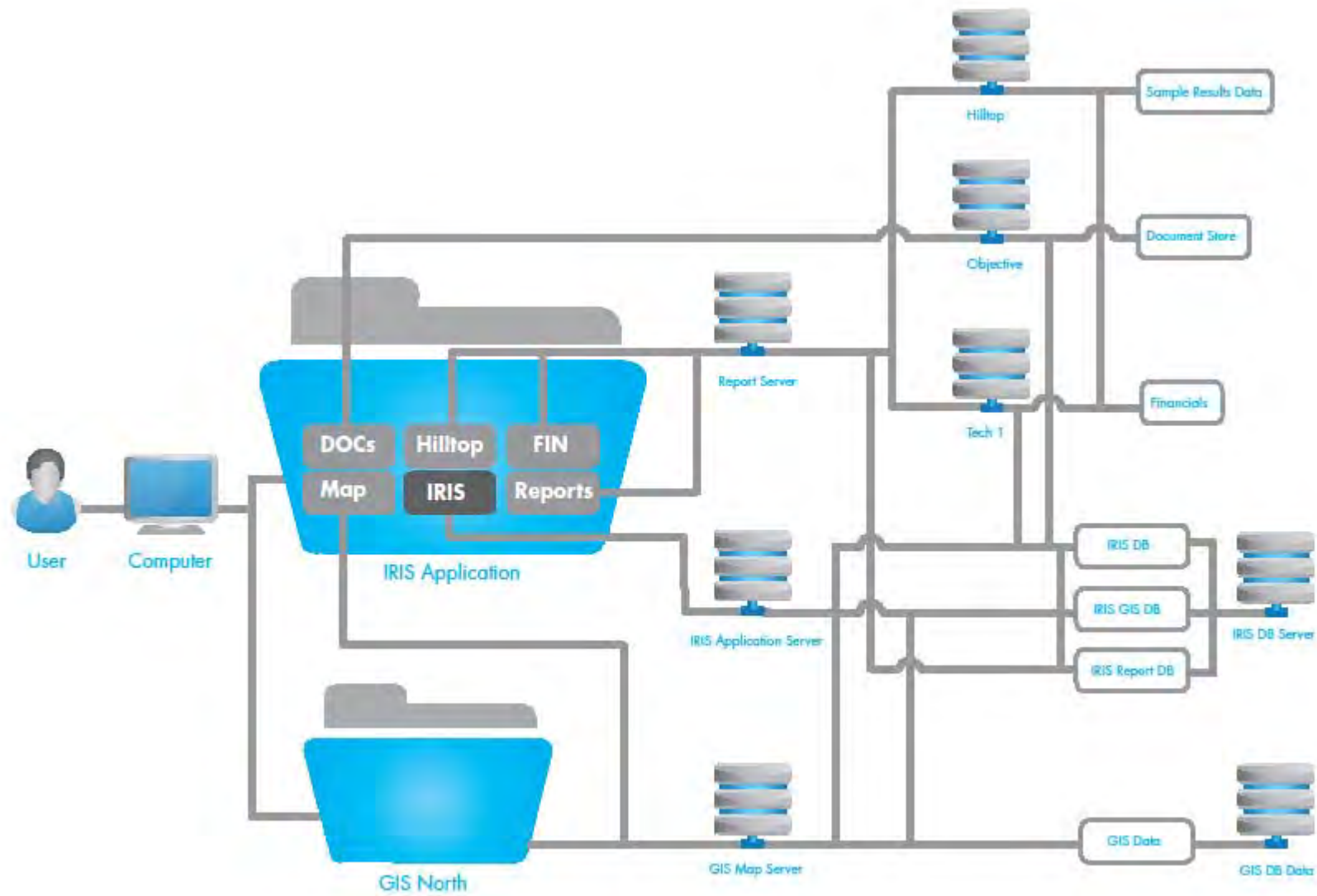
IRIS was installed and the migration of the data from existing systems was started on April 24 2013. The data migration took longer than expected to complete due to the complex nature of data and the high degree of customisation of existing systems. The project was delivered within the target timeframes and approved budget. Total development and project management costs incurred to date is \$808,491, compared with a budget of \$869,225 (note in agenda item 8.3, approval is sought to carry forward the unexpended funds of \$60,734 for the outstanding IRIS development and project management costs). Other IRIS related costs incurred life to date, including data migration, integration and reporting is \$348,459. In agenda item 8.3 approval is sought to carry forward \$101,700, which is less than the potential carry forward of \$201,223. Total IRIS costs have come in less than budget.

The IRIS system has been used by staff for nearly three months and feedback has been positive. The application is working well, delivers what was expected and is fit for purpose. A major advantage is the high level of integration between the IRIS, EDRMS, Outlook, Hilltop and GIS applications. Immediate gains in efficiency, effectiveness and quality include:

- Easier and more rigorous record keeping due to integration of systems
- Quicker and easier location and retrieval of records, documents and data
- Use of the core business system (IRIS) by the whole organisation.

Work is underway in the areas of self-service (online consent applications and requests), and mobility (field use for staff) will leverage the office systems now readily in use. The new systems provide considerable opportunities for improving practice and developing new business solutions and implementing new technological advances.

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APPENDIX 2

CONSENTS DECISIONS AND PROGRESS ON NOTIFIED APPLICATIONS IN PROCESS, OBJECTIONS AND APPEALS

The Consents/Monitoring Senior Programme Manager's report on resource consent decisions issued under delegated authority since 1 July 2013 is circulated to councillors under separate cover.

Progress on notified applications, objections, and appeals is as set out in the following tables:

NOTIFIED APPLICATIONS

Progress on Applications Previously Notified

Applicant	Proposal	Progress
Far North Holdings Limited APP.008385.30.01	Various consents associated with a proposed pile berth extension of the Ōpua Marina	Forty submissions received, 23 in opposition, 13 in support, three neutral and one partial support/oppose submission. Fifteen submitters wish to be heard at a hearing with six submitters not indicating whether they wish to be heard or not. Processing timeframes have been extended at the applicant's request.
Kaipara District Council APP.009888.01.01 (<i>"Boar Hill"</i>) APP.009889.01.01 (<i>"Cattlemount"</i> and <i>"Cattlemount Spring"</i>) APP.003815.01.03 (<i>Brynderwyn Stream</i>) APP.007582.01.02 (<i>Piroa Stream</i>)	To authorise existing water takes for the public water supply of Maungaturoto. In addition, new consents are also being sought for a proposed stream flow monitoring weir	Boar Hill/Cattlemount: Four submissions received on each set of applications, one in opposition, one in support and two neutral. Two submitters wish to be heard. Brynderwyn/Piroa: Five submissions received, one in opposition wishing to be heard, and four has been in support not wishing to be heard. Agreement reached with the applicant on draft conditions. Submitters are being contacted to discuss the consent process with the aim of avoiding a formal hearing.
Far North District Council APP.004007.01.03	East Coast Bays Wastewater Treatment Plant (Taipā) replacement discharge consents	Fifty-four submissions received, 24 wishing to be heard and 30 not wishing to be heard. Most of those oppose the current operation of WWTP. As a result of discussions between the applicant and Iwi, an alternative disposal option using the Turners and Growers orchard at Taipā was agreed upon and a discharge to land application made to council. This application was returned as it did not contain an adequate AEE. No further progress has been made with the application due to difficulties in discussing the alternative option with the land owners of the orchard. The applicant has recently allocated budget for an upgrade to the existing WWTP and is currently awaiting the results of an investigation into upgrade options. Once this has been received, the applicant will contact submitters to reopen discussions on a way forward with this application.

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Applicant	Proposal	Progress
Li Liangren Family Trust APP.024253.01.01	Earthworks and stormwater consents for 118 lot subdivision at Tinopai	Six submissions received (one late) with five being in opposition and one neutral. Four submitters wish to be heard. Joint applications for subdivision with the Kaipara District Council (KDC) as lead authority. Hearing delayed pending receipt of further information sought by KDC. Hearing date delayed at request of applicant.
Far North District Council APP.003775.01.03	Discharges associated with the Ahipara Wastewater Treatment Plant	Ten submissions received, all in opposition, with nine submitters wishing to be heard. Draft staff report and conditions were circulated to the submitters for comment prior to a pre-hearing meeting on 28 March 2013. Some submitters are still not satisfied with the proposed conditions after discussion at a pre-hearing meeting. The applicant has agreed that a formal hearing is required to progress the application. A Commissioner has been appointed to hear this application on 20 August 2013.
B C Taylor APP.015366.01.02	Use of a coastal structure (building) for accommodation and community hall at Whakapirau	Nine submissions received, two in support and seven in opposition. Six submitters wish to be heard. Application on hold under section 91 RMA pending applications to the KDC. The applicant has requested a time extension to enable arrangements between him and the KDC in respect of the land, including whether any change to the current designation is required. No further action on the application to the NRC was expected mid 2013. Being followed up with the applicant.
Whāngārei District Council APP.029021.01.01	Discharge treated sewage effluent to the Hātea River from the Hātea Sewage Pump Station	Publicly notified with nine submissions received, four in support, four in opposition, and one in support of parts and opposing rest. Eight submitters wish to be heard and one not indicating. All submitters have now withdrawn their wish to be heard at a formal hearing. Applicant has now confirmed that it agrees with the proposed conditions of consent. Decision to grant consent has been made under delegated authority. No appeals were received on this decision.
Millpara Avocados Limited APP.014520.01.02 APP.014520.02.01	Increase in existing groundwater take for avocado irrigation purposes, Paparore, Far North	Twelve submissions received within time, with one submitter wishing to be heard. Nine are in opposition, one in support and two neutral. One further (late) submission in opposition received. With the approval of the applicant, the council has placed the application on hold to determine possible additional information requirements required to assess actual effects of take on other groundwater users that were raised in submissions. As a result of the council's assessment of possible options regarding additional information, the applicant has significantly reduced its requested increase in volume of water take. The council is in discussion with the applicant on the best way forward with its application.

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Applicant	Proposal	Progress
Whaingaroa Fisheries Company Limited APP.008120.01.01	Marine farm (fish and shellfish) at Owhanga Bay, Whangaroa Harbour	A total of 310 submissions received (two late) all in opposition, with 107 submitters wishing to be heard. Some have requested independent commissioners under section 100A to hear the proposal. Further information has been sought from the applicant under section 92, which is due by 4 November 2013.
Far North District Council APP.008527.01.02	Kaikohe Urban Stormwater System – Renewal	One submission received, not wishing to be heard and in support of the application. Draft conditions to be sent to the applicant for review.
New Zealand Refining Company Limited APP.008319.16.01	Proposed stormwater basin overflow spillway and discharge of treated stormwater	One submission received, not wishing to be heard and in support of the application. To be decided under delegated authority. Draft conditions have been sent to the applicant for its comment prior to the council making a decision.

Hearings and Decisions

Applicant	Proposal	Date of Hearing	Decision Issued/Comment
Westpac Mussels Distributors Limited APP.031050.01.01	Marine Farm (mussels) at Houhora Bay	10 June 2013	Decision from Hearing Commissioner issued on 10 July 2013. No appeals. Currently with Ministry of Fisheries for Undue Adverse Effects of Aquaculture on Fishing (UAE) process.
D M Jepson APP.031312.01.01	Proposed board walk, jetty facility and dredging including retrospective application for an existing boat ramp, rock revetment and stormwater outlet	21 June 2013	Decision from Hearing Commissioner issued on 24 July 2013.
Northland Regional Council APP.031159.01.01	Proposed construction and operation of a stormwater detention dam at Kotuku Street, Maunu	-	A total of nine submissions received, with one in support, three in opposition, three neutral and two with an unspecified position. Five submitters wished to be heard. Following consultation between the applicant and submitters, these five submitters have withdrawn their wish to be heard. The decision on the application will be made by an Independent Hearing Commissioner.
Whāngārei District Council, Parks Division APP.030692.01.01	Proposed boatramp and reclamation at Pātāua North estuary	9 July 2013	Decision by Independent Hearing Commissioner to grant consents issued on 30 July 2013.

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Applicant	Proposal	Date of Hearing	Decision Issued/Comment
Northland Regional Council APP.029683.01.01	To maintain a navigation channel in the Waitangi River at Haruru Falls	31 July 2013	Decision by Independent Commissioner pending.

APPEALS/OBJECTIONS

Applicant	Proposal	Progress
Poutō Farms Limited APP.021258.01.01	Flood protection works at Kaihū River	Objection to decision to return application documents as incomplete, but the applicant is still seeking stay of hearing, pending receipt of flood model data to enable completion of application detail.
Mangawhai Harbour Restoration Society APP.026844.01.01	Removal of 87 hectares of mangroves from Mangawhai Harbour and channel dredging	Appeal lodged by the applicant. Thirteen section 274 parties. Environment Court assisted mediation was held on 14 September 2011. There was no resolution and the appeal hearing commenced 30 April 2012. An interim decision has been issued by the Court declining the consent sought for dredging and indicating that consent might be forthcoming for three, possibly four, mangrove removal sites subject to satisfactory responses from the parties on conditions, mapping in one area and a jurisdictional question posed by the Court. The provision of these responses has recently occurred and the matter is back with the Court.
Maungatapere Water Company Limited APP.004607.01.03	Take water from Porotī Springs for Maungatapere water scheme	Appeal lodged by Whatitiri Maori Reserves Trust – only on term of consent.
		Appeal lodged by Lorraine Norris – only on term of consent.
		Environment Court hearing held on 13 and 14 June 2013. Awaiting Court decision.
Whāngārei District Council APP.002960.01.03	Take water from Porotī Springs for municipal water supply	Appeal lodged by Whatitiri Maori Reserves Trust – only on term of consent.
		Appeal lodged by Lorraine Norris – only on term of consent.
		Environment Court hearing held on 13 and 14 June 2013. Awaiting Court decision.
Westpac Mussels Distributors Limited APP.029371.01.01	94.05 ha marine farm (mussels, mussel spat catching, and oyster depuration and growing) west of Stephenson Island, near Whangaroa Harbour	Appeals lodged by Yachting New Zealand and Whangaroa Maritime Recreational Park Steering Group (WMRPSG). A number of section 274 parties have attached to the WMRPSG appeal. Environment Court hearing set for 9 December 2103.

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Applicant	Proposal	Progress
J K Upperton APP.008867.01.02	Earthworks in the Riparian Management Zone relating to a construction of a proposed dwelling and access	Appeal lodged by A Hamilton relating to notification decision, significance of site to Maori and cultural values and effects on kai moana.

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Environmental Monitoring for the period 1 – 31 July 2013**ABBREVIATIONS KEY**

WDC	Whāngārei District Council	FNDC	Far North District Council	KDC	Kaipara District Council	DOC	Department of Conservation
NPC	Northland Port Corporation	NZRC	NZ Refining Company	NRC	Northland Regional Council	FNHL	Far North Holdings Ltd
CH	Consent Holder	STS	Sewage Treatment System	POD	Point of Discharge	PA	Permitted Activity
ESCP	Erosion and Sediment Control Plan	RAQP	Regional Air Quality Plan	RWSPN	Regional Water and Soil Plan for Northland		
RC	Resource Consent	CMA	Coastal Marine Area	RCPN	Regional Coastal Plan for Northland		

COASTAL ACTIVITIES – No significant non-compliant events were recorded during the period 1 – 31 July 2013.

DISCHARGES TO AIR – No significant non-compliant events were recorded during the period 1 – 31 July 2013.

WATER TAKES – No significant non-compliant events were recorded during the period 1 – 31 July 2013.

DISCHARGES TO WATER OR LAND

Date	Consent Reference No.	Name	Description	Notes	Environmental Impact
18/06/2013	REG.001108.04	FNDC	Discharge treated municipal sewage – Paihia Sewage Treatment System	<ul style="list-style-type: none"> The ammonia levels at the downstream monitoring site did not comply with the RC conditions. The upgrade to the system has not been completed. 	Moderate
18/06/2013	REG.004111.01	FNDC	Discharge treated municipal sewage - Kerikeri Sewage Treatment System	<ul style="list-style-type: none"> The downstream marsh outlet ammonia sample was elevated above the RC limit. The UV was not operating at an effective level. Reports have not been received as required by the RC. 	Moderate

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FARM DAIRY EFFLUENT DISCHARGES

Date	Consent Reference No.	Name	Description	Notes	Environmental Impact
09/07/2013	REG.850047.01	Thorne B & S	FDE 7024: 519 Apotu Road, RD 1, Kamō	<ul style="list-style-type: none"> Effluent needs to be reticulated from races. 	Moderate

LAND USE ACTIVITIES

Date	Consent Reference No.	Name	Description	Notes	Environmental Impact
26/06/2013	REG.026692.01	Hancock Forest Management NZ Ltd	Earthworks @ Mangatawa Forest	<ul style="list-style-type: none"> Erosion and sediment controls were inadequate. Cut-off drains had not been installed. Large bare areas did not have 80% vegetation cover. 	Minor

SOE MONITORING – AIR, LAKES AND WATER

Classification	Date	Project	Notes
Air Quality	5/07/2013	Whāngārei Airshed - Ambient Air Monitoring	<ul style="list-style-type: none"> Continuous ambient air monitoring results for PM10, carbon monoxide and sulphur dioxide at the Robert Street site, Whāngārei, indicated compliance with the National Environmental Standard in June 2013.
	22/07/2013	Marsden Point Airshed - Ambient Air Monitoring	<ul style="list-style-type: none"> Continuous ambient air monitoring results for PM10 at the Bream Bay College site, Ruakaka, indicated compliance with the National Environmental Standard in June 2013.
Coastal - Water	18/07/2013	Whāngārei Harbour Water Quality Programme - Harbour Boat Run	<ul style="list-style-type: none"> Water samples collected from 17 sampling sites in Whāngārei Harbour. Samples will be analysed for faecal bacteria, nutrients and turbidity. Results pending.
	18/07/2013	Routine SOE Monitoring	<ul style="list-style-type: none"> Routine coastal water quality monitoring in the Bay of Islands and Kerikeri. Samples will be analysed for faecal bacteria, nutrients and turbidity. Results pending.
Estuarine Monitoring	1/05/2013	Estuarine Monitoring Programme - Kaipara Harbour	<ul style="list-style-type: none"> Annual monitoring undertaken.

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Groundwater	13/06/2013	Ruāwai - Aquifer Investigation	<ul style="list-style-type: none"> Routine groundwater monitoring at Ruāwai.
	17/06/2013	Mangawhai - Nitrate Investigation	<ul style="list-style-type: none"> Routine groundwater monitoring at Mangawhai. Nitrate levels were below the drinking water guideline value.
	18/06/2013	Taipā – Aquifer Investigation	<ul style="list-style-type: none"> Routine groundwater monitoring at Taipā.
	20/06/2013	Maungakaramēa - Nitrate Investigation	<ul style="list-style-type: none"> Routine groundwater monitoring at Maungakaramēa. Nitrate levels were below the drinking water guideline value.
	20/06/2013	Whatitiri - Nitrate Investigation	<ul style="list-style-type: none"> Routine groundwater monitoring at Whatitiri. Nitrate levels were below the drinking water guideline value.
	3/07/2013	Lake Kai Iwi - Groundwater Investigation	<ul style="list-style-type: none"> Routine groundwater monitoring at three bores at Kai Iwi Lake.
Regional Water Quality Monitoring Network (RWQMN)	17/07/2013	RWQMN - Northern	<ul style="list-style-type: none"> Routine monthly water quality monitoring of Mangamuka, Victoria, Awanui, Kaeo and Oruru rivers.
	17/07/2013	RWQMN - Western	<ul style="list-style-type: none"> Routine monthly water quality monitoring of Kaihu, Waipoua, Waimamaku, Punakitere, Utakura, Mangakahia and Opouteke Rivers.
	17/07/2013	RWQMN - Eastern	<ul style="list-style-type: none"> Routine monthly water quality monitoring of Waitangi, Waipapa, Kerikeri, Waiharakeke, Waiotu, Ngunguru, Hātea and Whakapara Rivers, and the Mangahahuru Stream.
	17/07/2013	RWQMN - Southern	<ul style="list-style-type: none"> Routine monthly water quality monitoring of the Ruakaka, Hakaru, Manganui, Waipao, Mangere, and Otaika Rivers, and two sites on the Waiarohia Stream.

ENVIRONMENTAL INCIDENTS

Date	Reference No.	Description	Notes	Environmental Impact
5/07/2013	REQ.570532	Discharge to stormwater system @ Cockburn St, Onerahi	<ul style="list-style-type: none"> Significant paint discharge. The contractors who had undertaken the painting were required to clean up immediately via a sucker truck. 	Moderate
29/07/2013	REQ.570675	Offensive odour @ Ruakaka	<ul style="list-style-type: none"> Very strong odour was confirmed at the Refining NZ site, however the specific source could not be located. Refining NZ believes that a ship berthed at Northport which was observed to be discharging a huge plume of black smoke could be the source of complaint. 	Moderate

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			<ul style="list-style-type: none"> The plant at Refining NZ was operating normally at the time of complaint. 	
31/07/2013	REQ.570762	Smoke nuisance @ Pukeatua Rd, Maungatapere	<ul style="list-style-type: none"> Site visit confirmed smoke from a vegetation fire was causing a nuisance beyond the property boundary. Warning letter sent to the person responsible advising the rules on burning under the RAQP. 	Moderate

MARITIME INCIDENTS

Date	Reference No.	Area	Description	Notes
5 Jul 2013	REQ.570569	Bay of Islands Harbour	Yacht sinking on mooring.	<ul style="list-style-type: none"> Vessel recovered by owner.
15 Jul 2013	REQ.570672	Kerikeri Inlet	Vessel taking on water.	<ul style="list-style-type: none"> Problem rectified by owner.
27 Jul 2013	REQ.570840	Whāngārei Harbour	Light oil spill in marina.	<ul style="list-style-type: none"> Spill left to disperse naturally.
29 Jul 2013	REQ.570802	Bay of Islands Harbour	Boat engine fire.	<ul style="list-style-type: none"> Vessel and contaminants removed from CMA successfully.
29 Jul 2013	REQ.570809	Bay of Islands Harbour	Vessel driving dangerously within mooring area.	<ul style="list-style-type: none"> Investigation ongoing.
1 Jul 2013	REQ.570486	Whāngārei Harbour	Oil slick near Refining NZ jetty.	<ul style="list-style-type: none"> Slick evaluated and left to disperse naturally.
5 Jul 2013	REQ.570559	Whāngārei Harbour	Two logs lost overboard during log ship loading at Northport.	<ul style="list-style-type: none"> Logs lost overboard were recovered.
15 Jul 2013	REQ.570662	Whāngārei Harbour	Cargo ship held up at anchorage outside Northport.	<ul style="list-style-type: none"> The cargo ship departed from Whāngārei anchorage and proceeded to Tauranga.
15 Jul 2013	REQ.570668	Whāngārei Harbour	Oil spill from fuel pump.	<ul style="list-style-type: none"> Spilled fuel was contained by marina staff using spill equipment and the fuel pump shut off. Source of leakage will be repaired by fuel site company. Effects due to spilled fuel were minor.
20 Jul 2013	REQ.570731	Whāngārei Harbour	Large log sighted close to shipping channel.	<ul style="list-style-type: none"> Log could not be found and is presumed lost.
22 Jul 2013	REQ.570732	Whāngārei Harbour	Large log in water.	<ul style="list-style-type: none"> Log was retrieved from the water and disposed of by Maritime team.

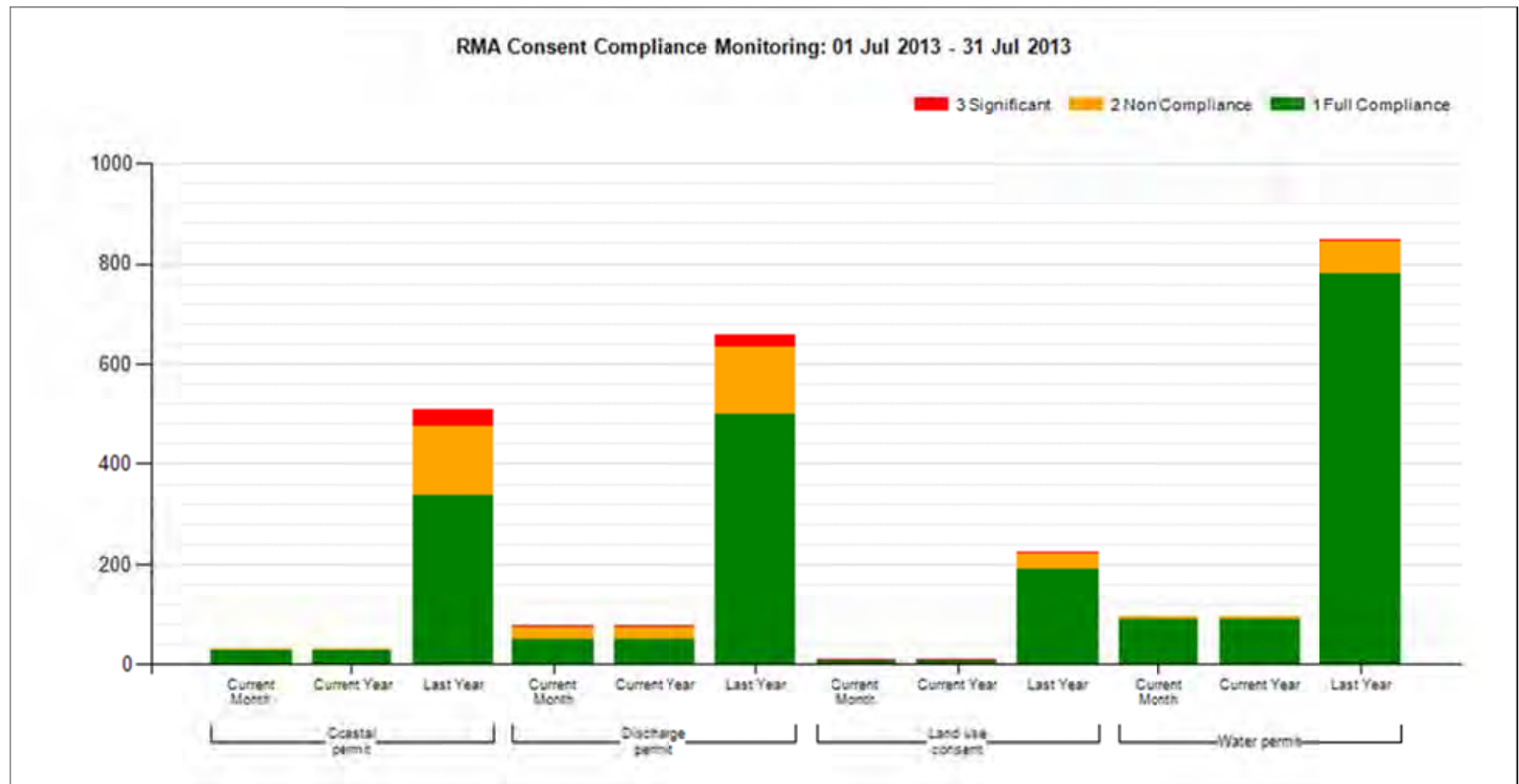
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23 Jul 2013	REQ.570780	Whāngārei Harbour	Launch reported adrift near Refinery jetty.	<ul style="list-style-type: none"> • Vessel's skipper had fallen asleep, was woken up and regained control of his vessel.
24 Jul 2013	REQ.570781	Whāngārei Harbour	Oil spill.	<ul style="list-style-type: none"> • Oil spill at Marsden Cove Marina was cleaned-up and dispersed using different methods.
5 Jul 2013	REQ.570561	Bream Bay Coast	Log on beach.	<ul style="list-style-type: none"> • Log recovered by Maritime team.
6 Jul 2013	REQ.570592	Bay of Islands Harbour	Navigation light in Veronica Channel not working.	<ul style="list-style-type: none"> • Light replaced by Maritime team.
8 Jul 2013	REQ.570710	Whāngārei Harbour	Obstruction close to edge of channel.	<ul style="list-style-type: none"> • Obstruction removed by Maritime team.
18 Jul 2013	REQ.570811	Whāngārei Harbour	Vessel at anchor for more than 14 days.	<ul style="list-style-type: none"> • Investigation ongoing.
23 Jul 2013	REQ.570750	Whāngārei Harbour	Floating log a navigation hazard.	<ul style="list-style-type: none"> • No log found at site visit, general rubbish only.
23 Jul 2013	REQ.570765	Whangaroa Harbour	Bow of vessel low in water.	<ul style="list-style-type: none"> • Vessel was checked by owner, all in order. • No action required by council.
24 Jul 2013	REQ.570770	Bay of Islands Harbour	Floating decking with handrails a navigation hazard.	<ul style="list-style-type: none"> • Material removed by contractor.
24 Jul 2013	REQ.570774	Bay of Islands Harbour	Log dislodged from shore near Okiato Point may become a navigation hazard.	<ul style="list-style-type: none"> • Log recovered by Maritime team.
26 Jul 2013	REQ.570798	Taipā/Mangōnui Harbour	Logs requiring removal adjacent to wharf and boat ramp.	<ul style="list-style-type: none"> • Logs removed and disposed of.
30 Jul 2013	REQ.570839	Bay of Islands Harbour	Yacht reported aground on Brampton Reef.	<ul style="list-style-type: none"> • Vessel removed from reef and taken to boatyard at Opua.
2 Jul 2013	REQ.570501	Tutukākā Harbour	Tutukākā #2 port hand light reported extinguished.	<ul style="list-style-type: none"> • Light unit replaced.
8 Jul 2013	REQ.570573	Kerikeri Inlet	Port lateral buoy reported out of position.	<ul style="list-style-type: none"> • Buoy repositioned.
10 Jul 2013	REQ.570601	Ngunguru Harbour	Ngunguru river entrance changed.	<ul style="list-style-type: none"> • Lights removed from entrance, notices posted and media releases sent out.
10 Jul 2013	REQ.570604	Hokianga Harbour	Onoke Point starboard buoy light reported extinguished.	<ul style="list-style-type: none"> • Whole light unit replaced.
13 Jul 2013	REQ.570663	Whāngārei Harbour	Log reported as hazard to navigation.	<ul style="list-style-type: none"> • Unable to locate log.
28 Jul 2013	REQ.570805	Kaipara Harbour	Burnt out vessel a hazard to navigation.	<ul style="list-style-type: none"> • Vessel removed by harbour warden.

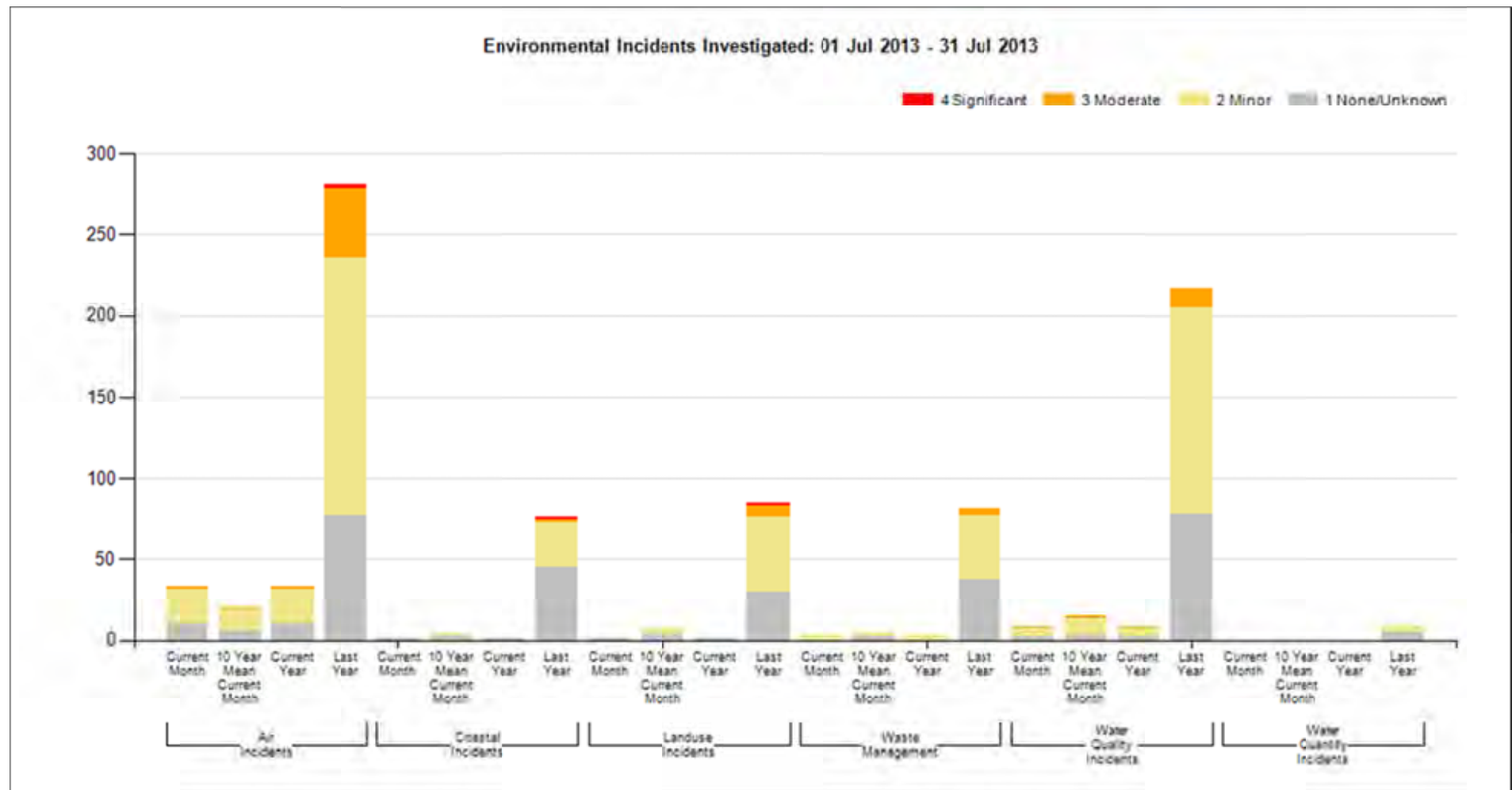
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ISSUE: Confirmation of Minutes – 11 July 2013**ID:** A560084**To:** Council Meeting, 27 August 2013**From:** Chris Taylor, Council Secretary**Date:** 7 August 2013

Summary The purpose of this report is to present the unconfirmed minutes of the council meeting held on 11 July 2013. It concludes with the recommendation that council confirms the minutes as a true and correct record.

Report Type:	<input checked="" type="checkbox"/>	Normal operations	<input type="checkbox"/>	Information	<input type="checkbox"/>	Decision
Purpose:	<input type="checkbox"/>	Infrastructure	<input type="checkbox"/>	Public service	<input type="checkbox"/>	Regulatory function
	<input checked="" type="checkbox"/>	Legislative function	<input type="checkbox"/>	Annual\Long Term Plan	<input type="checkbox"/>	Other
Significance:	<input type="checkbox"/>	High	<input type="checkbox"/>	Moderate	<input checked="" type="checkbox"/>	Low

Report:

The minutes are **attached**.

Legal compliance:

Councils are required to keep minutes of proceedings in accordance with the Local Government Act 2002.

Recommendation:

That the minutes of the council meeting held on 11 July 2013 be confirmed as a true and correct record.

NORTHLAND REGIONAL COUNCIL

Minutes of the ordinary meeting of the council
held in the council chamber, Northland Regional Council, 36 Water Street,
Whāngārei, on Thursday 11 July 2013,
commencing at 1.00 pm

Present:

Chairman, Craig Brown
Deputy Chairman, John Bain
Councillors:
Joe Carr
Tony Davies-Colley
Bronwyn Hunt
Graeme Ramsey
Bill Rossiter

In Attendance:**Full Meeting**

Chief Executive Officer, Malcolm Nicolson
Growth and Infrastructure Manager
Consents/Monitoring SPM
Communications Officer
Community Relations Team Admin/Personal Assistant
Council Secretary

Part Meeting

GM – Community Relations
GM – Planning and Policy
GM – Finance and IT
Programme Manager – Corporate Planning and Strategy
Iwi Liaison Officer

The Chairman declared the meeting open at 1.00 pm.

Apologies (Item 1.0)**Moved (Bain/Hunt)**

That the apologies from Councillor Walker for non-attendance be received.

Carried**Declarations of Conflicts of Interest (Item 2.0)**

The Chairman invited members to make declarations item-by-item as the meeting progressed. There were no declarations of conflict at this point.

Presentations (Item 3.0)

Richardson Stevens Consultants Senior Design Engineer, Gary Wood, was in attendance and outlined the recent seismic review of council's Water Street building. Key points of the discussion included:

- Central government was yet to formalise earthquake standards
- New Zealand was zoned according to earthquake risk; Northland carried the least "loading"
- NRC's four storey building was 58% of the New Building Standard (NBS) and the two story building 34% NBS. Strengthening of the cantilever columns in the latter would achieve 58% NBS
- Council would need to decide whether the buildings should meet 67% NBS as adopted by some government departments, banks, insurance companies, etc.

Chairman's Report to Council (Item 4.0)

ID: A549128

Report from Chairman Craig Brown.

Moved (Brown/Rossiter)

That the Chairman's report dated 28 June 2013 be received.

Carried

Chief Executive's Report to Council (Item 5.0)

ID: A547503

Report from Chief Executive Officer Malcolm Nicolson.

Moved (Rossiter/Bain)

That the Chief Executive Officer's report dated 1 July 2013 be received.

Carried

Matters arising from Item 5.0:

It was advised that due to a print delay the final Annual Plan 2013/14 would not be available until the following day.

It was confirmed that monitoring of oyster farms was undertaken on an annual basis and encompassed in excess of 100 operational farms.

Chief Executive Officer, Malcolm Nicolson, undertook to clarify the proportion of internal/external resourcing for the proposed national marine park for Northland.

It was requested that the Governance Review be a "two-way-process" for both councillors and senior staff.

Growth and Infrastructure Manager, Vaughan Cooper, confirmed that a representative from New Zealand Petroleum and Minerals would attend the following council meeting and it would be requested that they address examination of liability.

Consents/Monitoring SPM, Colin Dall, undertook to provide councillors with an update on the Haruru Falls case.

It was clarified that Taumarere River was the correct name for the "Kawakawa River".

Council staff were congratulated for the progress made with the Flyger Road poplar nursery.

Confirmation of Minutes – 18 June 2013 (Item 6.1)

ID: A549541

Report from Council Secretary Chris Taylor.

Moved (Rossiter/Bain)

That the minutes of the council meeting held on 18 June 2013 be confirmed as a true and correct record.

Carried**Regional Transport Committee Minutes – 5 June 2013**

(Item 6.2)

ID: A549551

Report from Council Secretary Chris Taylor.

Moved (Bain/Carr)

That the minutes of the Regional Transport Committee meeting held on 5 June 2013 be received.

Carried**Matters arising from Item 6.2:**

Advice was being sought as to the best manner in which the Regional Transport Committee could continue to engage special expertise following the structural changes imposed by the Land Transport Management Amendment Act 2013.

Proposed Change to Community Investment Fund Statement of Investment Policies and Objectives (Item 7.1)

ID: A549874

Report from General Manager – Finance and IT Lisa Aubrey.

Moved (Hunt/Ramsey)

1. That the report “Proposed Change to Community Investment Fund Statement of Investment Policies and Objectives” by Lisa Aubrey, General Manager - Finance and IT, dated 27 June 2013, be received.
2. That the appointment of investment managers set out in section 7.2 and appendices B Investment Managers and Advisors and C Manager Mandates, to the SIPO be amended to allow \$2 million or 20% of the fixed interest portfolio be invested in the Harbour Asset Management Short Duration Fund.
3. That the CEO and General Manager - Finance and IT be authorised to follow advice from Eriksen and Associates on the hedging or not hedging of the amount invested in the Schroder's Real Return Fund.

Carried

Schedule of Bad Debt Write Offs for Approval (Item 7.2)

ID: A550612

Report from Accounts Receivable Officer Trish Wells.

Moved (Carr/Ramsey)

1. That the report "Schedule of Bad Debt Write Offs for Approval" from the Accounts Receivable Officer, Trish Wells, dated 29 June 2013, be received.
2. That bad debt write-offs totalling \$3,866.76 (as detailed in the table below) be approved.

Amount of bad debt:	Relating to:
\$161.00	Mooring 2716 (c/n 140989)
\$209.09	Mooring 2804 (c/n 142671)
\$322.00	Mooring 1866 (c/n 120551)
\$600.82	Mooring 1593 (c/n 142081)
\$542.38	Mooring 2632 (c/n 129253)
\$782.27	Mooring 3553 (c/n 130220)
\$161.00	Mooring 2641 (c/n 129478)
\$905.47	Mooring 392 (c/n 135122)
\$182.73	Mooring 1953 (c/n 135633)
TOTAL \$3,866.76	

Carried

Council Bank Accounts – Cheque Signatory Delegations (Item 7.3)

ID: A550516

Report from General Manager – Finance and IT Lisa Aubrey.

Moved (Rossiter/Davies-Colley)

1. That the report "Council Bank Accounts – Cheque Signatory Delegations" from Lisa Aubrey, General Manager - Finance and IT, dated 1 July 2013, be received.
2. **Manual signing:**
That any two of the following signatories be authorised to countersign cheques for payments drawn on the council's bank account numbers:
 - i. 12-3115-0057000-00 Current Account operated at the ASB Bank Limited, Walton Street, Whāngārei Branch, and any other accounts, which the council may operate from time to time.
 - ii. Call and term deposit accounts with the ASB and other registered trading banks in New Zealand.

Approved signatories:

Malcolm Charles Nicolson
 Anthony Glenn Phipps
 Lisa Maree Aubrey
 Simon John Crabb
 Angela Elizabeth Hobden
 Steven Goddard

Chief Executive Officer
 Deputy CEO/Operations Director
 General Manager - Finance and IT
 Finance Manager
 Financial Accountant
 Management Accountant

3. That any of the following signatories are authorised to operate (does not include payments) the Bank of New Zealand bank account number 02-0492-00340027-00 at the Bank of New Zealand Limited, Bank Street, Whāngārei.

Approved signatories:

Malcolm Charles Nicolson	Chief Executive Officer
Anthony Glenn Phipps	Deputy CEO/Operations Director
Lisa Maree Aubrey	General Manager - Finance and IT
Simon John Crabb	Finance Manager
Angela Elizabeth Hobden	Financial Accountant
Steven Goddard	Management Accountant

4. That vouchers or documents authorising manual or electronic transactions be authorised by any two of the above personnel (does not include payments).
5. That electronic transactions may be prepared and uploaded by the Finance Systems Administrator and/or Accounts Officer (being the upload of creditor and payroll payment files) but these must be authorised by any two of the above approved signatories.
6. That these delegations, when approved, be notified to the ASB Bank Limited and the Bank of New Zealand Limited for implementation.

Carried

Insurance Policy Renewals for the 2013-2014 Financial Year (Item 7.4)

ID: A550694

Report from General Manager – Finance and IT Lisa Aubrey.

Moved (Hunt/Rossiter)

That the report “Insurance Policy Renewals for the 2013-2014 Financial Year” by Lisa Aubrey, General Manager - Finance and IT, dated 2 July 2013, be received.

Carried

Northland Inc. 2013/14-2015/16 Statement of Intent (Item 8.1)

ID: A550302

Report from Chief Executive Officer Malcolm Nicolson.

Moved (Brown/Hunt)

1. That the report “Northland Inc. 2013/14-2015/16 Statement of Intent” by Malcolm Nicolson, Chief Executive Officer, dated 1 July 2013, be received.
2. That council require the board of Northland Inc. to modify their Statement of Intent in accordance with Schedule 8, clause 5, of the Local Government Act as follows:

1. Nature and Scope of Activities

The focus of Northland Inc. for the 2013/14 year will also include an effectiveness and efficiency review. This will apply to the CCO as a whole in terms of management and governance, as well as specific identified projects and activities currently undertaken by the

organisation. Associated performance measures and targets are included in the performance target section of the SOI.

2. Performance Targets (new)

2.1 Sector Development – assist with growing the performance, productivity and profitability of Northland's key industry sectors

2.1	Output/Deliverable	Measure	Target
A	To investigate and confirm the options available to Northland Inc. and NRC in terms of transferring the project management and operational control of the Oyster Project back to council or another suitable entity.	Report to council	20 August 2013 and monthly thereafter until achieved
B	A review of the Oyster Project management to date with a view to providing detailed analysis on the issues resulting in the current budget overrun.	Report to council	20 August 2013
C	To cease all operational or project management activities without specific council approval.	Provide implementation plan to council	31 July 2013
D	For the board of directors to ensure governance and managerial controls are in place to effectively manage the financial and legal risks relating to all activities of Northland Inc.	Report to council	20 August 2013 and monthly thereafter until achieved
E	To transfer the hosting of the secretariat for the Northland Intersectional Forum (NIF) back to the council.	Tasks completed and confirmed with council	31 July 2013
F	To cease all secretariat and administrative support for all industry sector groups currently being provided with those services.	Tasks completed and confirmed with council	31 July 2013
G	To review and install adequate management controls to meet the performance targets set by NZTE under the Business Growth and Callaghan Innovations Programmes and to report back to council on those management controls.	Report to council	20 August 2013 and monthly thereafter until achieved
H	To ensure that the Business Growth and Callaghan Innovations Programmes are delivered equitably across the entire region.	Report to council	20 August 2013 and quarterly thereafter
I	To seek to engage with local business association in the delivery of the Business Growth and Callaghan Innovations Programmes in a decentralised fashion.	Report to council	20 August 2013 and quarterly thereafter
J	To continue to engage with and assist industry sector groups by: <ul style="list-style-type: none"> Facilitating the relationship between the groups with local and central government, acting as a legal entity through which sectors can attract local and central government funding into the sectors within Northland where a sector does not have the necessary legal structures to facilitate such a relationship. 	Report to council	20 August 2013 and quarterly thereafter

2.2 Stakeholder engagement – work with interested parties on activities and projects that contribute to the economic development priorities of Northland Inc.

2.2	Output/Deliverable	Measure	Target
A	Draft strategy for council consideration that: <ul style="list-style-type: none"> Promotes Northland (using the Northland brand) focusing on Northland as a destination for investment and highlighting the economic development opportunities that exist in the region. 	Draft strategy delivered to council	20 August 2013 and monthly thereafter until strategy is implemented
B	Review the benefits of transferring the operational and destination marketing functions of the RTO to an independent structure and governance arrangement (the promotion of Northland to potential domestic and international visitors) with appropriate private sector ownership and buy-in for Northland tourism. Consideration to include: <ul style="list-style-type: none"> the funding sources and their continuity; accountability arrangements; transparency of use of public funds; transaction arrangements; efficiency and effectiveness; relationships with industry stakeholders; skill base; legal status of the RTO; and relationship with Northland Inc. and council. 	Report progress to council	20 August 2013 and monthly thereafter until achieved
C	"Build a business friendly environment that encourages business and employment opportunities."	Report progress to council	To be confirmed

Carried

**Northland Port Corporation (NZ) Ltd – Appointment of Directors
(Item 8.2)**

ID: A549503

Report from Chief Executive Officer Malcolm Nicolson.

Moved (Bain/Brown)

1. That the report, "Northland Port Corporation (NZ) Ltd – Appointment of Directors" by Malcolm Nicolson – Chief Executive Officer, dated 1 July 2013, be received.
2. That the council, as the majority shareholder in Northland Port Corporation (NZ) Ltd, resolves that the number of directors on the Northland Port Corporation (NZ) Ltd board be reduced from eight to seven at the October 2013 Annual General meeting.

Carried

Matters arising from Item 8.2:

It was generally agreed that the 2014 Annual General Meeting would be the appropriate time to reduce the board to six members.

Kaipara Harbour Joint Political Committee – Update of Activities; Terms of Reference (Item 8.3)

ID: A550429

Report from Operations Director Tony Phipps.

Moved (Hunt/Rossiter)

1. That the report “Kaipara Harbour Joint Political Committee – Update of Activities; Terms of Reference” by Tony Phipps, Operations Director, dated 1 July 2013, be received.
2. That further to council’s approval to participate in the Kaipara Harbour Joint Political Committee, that council receives the committee’s Terms of Reference.

Carried

Matters arising from Item 8.3:

Appreciation was extended to Councillor Ramsey for his contribution to the Kaipara Harbour Joint Political Committee.

Councillor Ramsey duly noted the concern regarding community involvement into the Kaipara Harbour Joint Political Committee.

Business with the Public Excluded (Item 9.0)

ID: A550364

Report from Council Secretary Chris Taylor.

Moved (Rossiter/Hunt)

1. That the public be excluded from the proceedings of this meeting to consider confidential matters.
2. That the general subject of the matters to be considered whilst the public is excluded, the reasons for passing this resolution in relation to this matter, and the specific grounds under the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

Item No.	Item Issue	Reason\Grounds
9.1	Confidential Minutes of the Council Meeting -18 June 2013	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
9.2	Potential Investment Opportunity	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to allow the council to carry on, without prejudice or disadvantage, negotiations, including commercial and industrial negotiations (section 7(2)(i)).

- | | | |
|-----|---|--|
| 9.3 | Proposed Property Acquisition of Leasehold Property | The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to allow the council to carry on, without prejudice or disadvantage, negotiations, including commercial and industrial negotiations (section 7(2)(i)). |
| 9.4 | Proposed Changes to Community Investment Fund Statement of Investment Policies and Objectives | The public conduct of the proceedings would be likely to result in disclosure of information, which is subject to an obligation of confidence, the withholding of which is necessary to allow the council to carry out, without prejudice or disadvantage, commercial activities (sections 7(2)(c) and 7(2)(h)). |

Carried

CONCLUSION

The meeting concluded at 2.47 pm.

**ISSUE: Environmental Management Committee Minutes –
30 July 2013****ID:** A562015**To:** Council Meeting, 27 August 2013**From:** Peternel McLean, Committee Secretary**Date:** 16 August 2013**Summary** The purpose of this report is to receive the minutes of the Environmental Management Committee meeting held on 30 July 2013.

Report Type:	<input checked="" type="checkbox"/> Normal operations	<input checked="" type="checkbox"/> Information	<input type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input checked="" type="checkbox"/> Legislative function	<input type="checkbox"/> Annual\Long Term Plan	<input type="checkbox"/> Other
Significance:	<input type="checkbox"/> High	<input type="checkbox"/> Moderate	<input checked="" type="checkbox"/> Low

Report:The minutes are **attached**.

Council should note that resolution (2) to item 9 in the minutes is the subject of a separate report in this agenda (8.4 Environment Fund Resourcing for Land Management Initiatives).

Legal compliance:

Councils are required to keep minutes of proceedings in accordance with the Local Government Act 2002.

Recommendation:

That the minutes of the Environmental Management Committee meeting held on 30 July 2013 be received.

**NORTHLAND REGIONAL COUNCIL
ENVIRONMENTAL MANAGEMENT COMMITTEE**

Minutes of the Environmental Management Committee Meeting
held in the Council Chambers,
Northland Regional Council, 36 Water Street, Whāngārei, on
Tuesday 30 July 2013, commencing at 9.30 am

Present:**Northland Regional Council**

Cr Joe Carr (Chairman)
Cr Craig Brown (ex officio)
Cr Graeme Ramsey
Cr Bronwyn Hunt
Cr Bill Rossiter
Cr Tony Davies-Colley

Whāngārei District Council

Cr Crichton Christie

Far North District Council

Cr Di Maxwell

Kaipara District Council

Commissioner Richard Booth

Department of Conservation

Mr Chris Jenkins

Environmental Interest Groups

Dr Greg Blunden

Farming Community

Mr Alan Clarkson

Also Present:

Kiwifruit Vine Health (Whāngārei and Kerikeri representatives): Alan Worsford, Robbie Bell, Don Kemp
DairyNZ: Helen Moodie

In Attendance:**Full Meeting**

Chief Executive Officer
Operations Director
General Manager – Community Relations
Consents/Monitoring Senior Programme Manager
Land/Rivers Senior Programme Manager
Environmental Monitoring Programme Manager
Policy Specialist - Water
Committee Secretary

Part Meeting

Biosecurity Senior Programme Manager
Land Programme Manager
Economist
Biodiversity Specialist
Groundwater Management Specialist
Policy Analyst

The Chairman declared the meeting open at 9.32 am.

Apologies

No apologies were received.

Declaration of Conflict of Interest

The Chairman invited committee members to make declarations item by item as the meeting progressed. There were no declarations of conflict of interest at any point in the meeting.

Tabled Item for Environmental Management Committee meeting – 30 July 2013 (Item 1A)

A: 557176

Report from Peternel McLean Committee Secretary.

Moved (Rossiter/Clarkson)

That as permitted under section 46A(7) of the Local Government Official Information and Meetings Act 1987, the tabled item:

(13) Update on Bovine Tuberculosis (TB) in Northland

be received.

Carried

Confirmation of Minutes of the Environmental Management Committee meeting held on 28 May 2013 (Item 1.0)

A551292

Moved (Hunt/Rossiter)

That the minutes of the meeting of the Environmental Management Committee held on 28 May 2013 be confirmed.

Carried

Māori Representation – update (Item 2.0)
Report from Tony Phipps, Operations Director, dated 12 July 2013.
A553077

Moved (Hunt/Rossiter)

That the report Māori Representation – update by Tony Phipps, Operations Director, dated 12 July 2013, be received.

Carried

Waioira Northland Water progress – July 2013 (Item 3.0)
Report from Natalie Glover, Policy Specialist - Water, dated 16 July 2013.
A554431

Moved (Rossiter/Ramsey)

That the report Waioira Northland Water progress by Natalie Glover, Policy Specialist – Water, dated 16 July 2013, be received.

Carried

Matters arising from Item 3.0:

Discussion took place on sedimentation rates and their impacts on catchments. The committee expressed a desire for further information to assist its understanding of results and effects, and to build towards the provision of clear guidance for catchment groups and communities.

The committee then heard **item 12.0 – Biosecurity responses update**, which included a presentation from local representatives of Kiwifruit Vine Health.

Mangere Catchment Group – update; further nominations for membership (Item 4.0)

Report from Dean Evans, Land Programme Manager, dated 8 July 2013.
A552216

Moved (Jenkins/Clarkson)

1. That the report Mangere Catchment Group - update; further nominations for membership by Dean Evans, Land Programme Manager, dated 8 July 2013, be received.
2. That the further nominations received for membership of the Mangere Catchment Group be accepted as follows:

George Tuhiwai	Iwi representative Te Parawhau
Allan Halliday	Iwi representative Ngāti Hau
Hona Edwards	Iwi representative Te Uriroiroi
Tania Pene	Iwi representative Te Runanga A Iwi O Ngahpuhi
Rob Pye	Non-dairying farming representative

Carried

Doubtless Bay Working Group – update; further nominations for membership (Item 5.0)

**Report from Peter Wiessing, Kaitiāia Area Manager, dated 8 July 2013.
A552180**

Moved (Hunt/Maxwell)

1. That the report Doubtless Bay Working Catchment Group – update; further nominations for membership by Peter Wiessing, Kaitiāia Area Manager, dated 8 July 2013, be received.
2. That the further nominations received for membership of the Doubtless Bay Working Group be accepted as follows:

Name	Representing
David Penny or Jim Brooks	Far North District Council wastewater and stormwater representative
Clara Lugnet Gerald Messenger	Two Doubtless Bay catchment ratepayers nominated by Te Hiku Community Board
Clara Lugnet	Doubtless Bay Promotions Inc

Carried

Dairy Industry Water Accord and Waterway Fencing Requirements (Item 6.0)

**Report from Tony Phipps, Operations Director and Dean Evans, Land Programme Manager, dated 12 July 2013.
A553723**

Moved (Rossiter/Jenkins)

1. That the report Dairy Industry Water Accord and Waterway Fencing Requirements by Tony Phipps, Operations Director, and Dean Evans, Land Programme Manager, dated 12 July 2013, be received.
2. That staff report back on the need and possible scope of a Water Accord “regional programme of action” and on the option of increasing the scope of the Northland Effluent Improvement Project Group to include development of such a programme.

Carried

Northland Effluent Improvement Project - update (Item 7.0)
Report from Tess Dacre, Monitoring Programme Manager – Water and Wastes
dated 16 July 2013.
A554489

Moved (Hunt/Maxwell)

That the report Northland Effluent Improvement Project - update by Tess Dacre, Monitoring Programme Manager – Water and Wastes, dated 16 July 2013 be received.

Carried

Wetlands update (Item 8.0)

Report Tony Phipps, Operations Director; Lisa Forester, Biodiversity Specialist and James Griffin, Policy Analyst, dated 27 June 2013.
A535571

Moved (Maxwell/Rossiter)

1. That the report Wetland Update by Tony Phipps, Operations Director; Lisa Forester, Biodiversity Specialist and James Griffin, Policy Analyst, dated 27 June 2013, be received.
2. That staff continue to progress the wetland management strategy as described in the key five work streams (and summarised in conclusions) being:
 - Policy review and development (current pRPS)
 - Improving regional plan wetland provisions
 - Guidance development
 - Top 150 wetlands
 - Implementation through regulation, promotion and advice, and incident response and enforcement.
3. That a separate report on gumlands be prepared and presented to the next EMC meeting, so the committee can further consider the gumland issue and proposed approach.

Carried

Matters arising from Item 8.0:

Dr Blunden reported on the working group's recent meeting which had considered the draft wetlands item prior to its inclusion in the agenda. Discussion continued on timeframes for potential plan changes, as well as progress with Top Wetlands and the management of gumlands. Cr Ramsey requested more information on the response from Top Wetland landowners who have been contacted and the success in promoting protection of the wetlands. These matters will be reported to the September committee meeting.

Environment Fund Update (Item 9.0)

Report from Dean Evans, Land Programme Manager, dated 12 July 2013.

A513586

Moved (Rossiter/Clarks on)

1. That the report Environment Fund Update by Dean Evans, Land Programme Manager, dated 12 July 2013, be received.

Carried**It was further moved (Carr/Ramsey)**

2. **That the committee recommends to council** to adopt the proposed changes to allocation and funding subsidies in line with the criteria set out in table below, with the changes taking effect for new applications received after 31 August 2013; and to increase funds available by up to \$400,000 in the 2013-14 financial year from the NRC Land Management Reserve.

Table 1: Recommended changes to allocation and funding subsidies.

	Farm Properties - Water Quality Improvement & Biodiversity ¹	Top Wetlands	NPS Priority Catchments/Lakes & Community Groups ²	Soil conservation - poplars & willows	Coastal	Biosecurity ³	Total
Recommended Subsidy	Dairy farm waterway fencing 30%; cap range \$1000 to \$5000. Hill country/ drystock 50%; cap range \$2000 to \$7000.	50%	Up to 100%	50% provision of materials (i.e. poles funded at \$4 each)	100% provision of materials.	100% provision of materials.	
Land owner contribution	Balance of cost of works or labour &/or materials.			Plant material purchased at 50% cost	Labour	Labour	
Current Funding (per annum)	\$410,000					\$75,000	\$485,000
Current Subsidy	50% cap for waterway fencing \$10,000	50%	N/A.	100% provision of materials	100% provision of materials	100% provision of materials	

¹ Focused on supporting water quality and biodiversity initiatives on farm properties, supporting the Farm Water Quality Improvement Plan programme.² Supporting water quality initiatives within the Freshwater Priority Catchments/Lakes and for supporting other community-group based land management initiatives.³ Funding to ensure that qualifying pest control projects outside the Community Pest Control Area programme are assisted. Recommend that this funding is established under a separate 'Biosecurity Fund' that operates outside the Environment Fund.**Carried****Matters arising from Item 9.0:**

NRC Chairman Cr Brown requested that the committee Chairman ensures the council understands that this recommendation is for the current year only, and that any future Environment Fund increases would go through the normal annual plan process.

Environmental Monitoring for the Period 25 April – 30 June 2013 (Item 10.0)

**Report by Colin Dall, Consents/Monitoring Senior Programme Manager, dated 16 July 2013.
A553901**

Moved (Rossiter/Hunt)

That the Environmental Monitoring report for the period 25 April – 30 June 2013 from Colin Dall, Consents/Monitoring Senior Programme Manager, be received.

Carried

River Management Update (Item 11.0)

**Report from Joseph Camuso, Rivers Programme Manager, dated 11 July 2013.
A553657**

Moved (Hunt/Clarkson)

1. That the report "River Management Update" by Joseph Camuso, Rivers Programme Manager, dated 11 July 2013, be received.
2. That Mr Ken Subritzky is appointed to the Northern Representative position on the Awanui River Liaison Committee.
3. That staff write to FNDC seeking its position on the potential transfer of the Pararore stop bank and floodgate assets to the NRC, so that these may be managed as part of the Awanui River Management Scheme.
4. That the draft minutes of the Kerikeri-Waipapa and Waitangi River Liaison Committee meetings of 29 May 2013, the Kaihu River Liaison Committee meeting of 19 June 2013 and the Kaeo-Whangaroa River Liaison Committee meeting of 22 June 2013 be received.
5. That as recommended in the Kaeo-Whangaroa River Liaison Committee meeting of 22 June 2013, the following is approved:
 - To proceed with Stage 1 Works 2013-2014 (on the basis of)
 - Over half subsidized
 - Good contract rates
 - Deflects high velocity flows away from town
 - To defer Stage 2 and monitor performance of Stage 1 in order to make a more informed decision on Stage 2 options and prevent over capitalising.

Carried

Matters arising from Item 11.0:

Bruce Howse, Land/Rivers Senior Programme Manager, provided a presentation to update the committee on the Kaeo Flood Deflection scheme, including the Liaison Committee's recommendation on the deferral of Stage 2 (as per resolution 5 above). Mr Howse reported that in order to mitigate the impacts of deferring the Stage 2 works, staff would work on options for additional flood protection for individual properties/buildings with owners.

Biosecurity responses - update (Item 12.0)

Report by Don Mckenzie, Biosecurity Senior Programme Manager, dated 15 July 2013.

A554177

Moved (Rossiter/Blunden)

That the Biosecurity responses – update report by Don Mckenzie, Biosecurity Senior Programme Manager, dated 15 July 2013, be received.

Carried**Matters arising from Item 12.0:****Kiwifruit Vine Health – PsA-V**

The agenda order was adjusted to enable this item to be heard earlier in the meeting (10.00am). Messrs Alan Worsford, Don Kemp and Robbie Bell from Kiwifruit Vine Health (Whāngārei and Kerikeri growers) provided an update on their organisation's work targeting the PsA-V kiwifruit vine disease. Over the last year NRC biosecurity staff have assisted KVH with the removal of kiwifruit from abandoned orchards. Publicity campaigns aimed at raising awareness and educating the public have also featured as part of the organisation's strategy in dealing with the disease, and Mr Worsford acknowledged the support of NRC which assisted the campaign and provided a regional perspective. The continuation of NRC support with the PsA-V eradication campaign was requested.

The Chairman thanked the presenters and acknowledged the benefit of the kiwifruit industry to Northland's economy.

Mediterranean Fanworm

Cr Davies-Colley reported on the activities of the charter group which consists of Whāngārei shipyard operators and Northland Regional Council staff, which is making good progress developing management plans and processes to tackle incursions of marine pests, notably Mediterranean fanworm. The cost to this region to remove the pest is currently in the order of \$250,000-plus. He expressed the concern that not enough was being done in the Auckland region to prevent the spread of the pest to Northland, and requested that a stronger approach be taken with both Auckland Council and the Ministry of Primary Industries to get action. It was agreed that public education was a key element and that most boaties were unaware of the problem, and once advised were willing to take appropriate action to remove the fanworm.

NRC Chairman Cr Brown acknowledged Cr Davies-Colley's input to the charter group and undertook to consider further approaches to Auckland Council and MPI with the aim of getting support for raising public awareness about Mediterranean fanworm through publicity campaigns in the Auckland - Waitemata region.

Update on Bovine Tuberculosis (TB) in Northland – tabled item (Item 13.0)

**Report by Don Mckenzie, Biosecurity Senior Programme Manager, dated 28 July 2013.
A556930**

Moved (Rossiter/Maxwell)

1. That the Update on Bovine Tuberculosis (TB) in Northland – tabled item, by Don Mckenzie, Biosecurity Senior Programme Manager, dated 28 July 2013, be received.

Carried

It was further moved (Davies-Colley/Hunt)

2. That the Chairman of the Environmental Management Committee ensures that TBfree Northland always has a Northland Regional Council representative at its meetings.

Carried

Conclusion

The meeting closed at 12.19 pm.

ITEM: 6.3

Page 1 of 1

**ISSUE: Audit and Finance Committee Minutes –
30 July 2013****ID:** A560124**To:** Council Meeting, 27 August 2013**From:** Chris Taylor, Council Secretary**Date:** 7 August 2013

Summary The purpose of this report is to receive the minutes of the Audit and Finance Committee meeting held on 30 July 2013. It concludes with the recommendation that the minutes be received.

Report Type:	<input checked="" type="checkbox"/> Normal operations	<input type="checkbox"/> Information	<input type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input checked="" type="checkbox"/> Legislative function	<input type="checkbox"/> Annual\Long Term Plan	<input type="checkbox"/> Other
Significance:	<input type="checkbox"/> High	<input type="checkbox"/> Moderate	<input checked="" type="checkbox"/> Low

Report:The minutes are **attached**.**Legal compliance:**

Councils are required to keep minutes of proceedings in accordance with the Local Government Act 2002.

Recommendation:

That the minutes of the Audit and Finance Committee meeting held on 30 July 2013 be received.

NORTHLAND REGIONAL COUNCIL AUDIT AND FINANCE COMMITTEE

Minutes of the Audit and Finance Committee meeting
held in the Council Chamber, 36 Water Street, Whāngārei,
on Tuesday 30 July 2013, commencing at 1.00 pm

Present:

Chairman, Bill Rossiter
Deputy Chairman, Graeme Ramsey
Councillors:
Joe Carr
Tony Davies-Colley
Bronwyn Hunt
Craig Brown
Ian Walker

In Attendance:

Full Meeting

Chief Executive Officer, Malcolm Nicolson
GM – Finance and IT
Programme Manager – Corporate Planning and Strategy
Council Secretary

Part Meeting

Eriksen & Associates Managing Director,
Jonathan Eriksen (left meeting 1.28pm)
Creative Northland Regional Arts Development Manager,
Laura Burns (left meeting 1.48pm)

The Chairman declared the meeting open at 1.00 pm.

Apologies (Item 1.0)

Moved (Carr/Rossiter)

That the apologies from Councillor Bain for non-attendance be received.

Carried

Declarations of Interest (Item 2.0)

The Chairman invited members to make declarations item-by-item as the meeting progressed. There were no declarations of conflict at this point.

Supplementary Items for the Audit and Finance Committee Meeting – 30 July 2013 (Item 3.0A)

ID: A556820

Report from General Manager – Finance and IT Lisa Aubrey.

Moved (Brown/Rossiter)

That as permitted under section 46A(7) of the Local Government Official Information and Meetings Act 1987, the following supplementary items be received:

- 3.2A: Creative Northland – Annual Report 2012-2014 Business Plan
- 4.3: Offer to Purchase Freehold of Leasehold Property

Carried

Confirmation of Minutes – 28 May 2013 (Item 3.1)

ID: A553293

Report from General Manager – Finance and IT Lisa Aubrey.

Moved (Rossiter/Brown)

That the minutes of the Audit and Finance Committee meeting held on 28 May 2013 be confirmed as a true and correct record.

Carried

Matters arising from Item 3.1:

Councillor Walker reiterated his concern at the meeting with regard to councillor representation on the CHART board.

Supplementary Item 3.2A replaced the original agenda Item 3.2 and was addressed following Item 3.3 to allow for the attendance of Jonathan Eriksen representing Eriksen & Associates Ltd.

Creative Northland – Annual Report 2012-2013 and 2013-2014 Business Plan (Item 3.2A)

ID: A554463

Report from Programme Manager – Corporate Planning and Strategy Shireen Munday.

Moved (Ramsey/Hunt)

That the report “Creative Northland – Annual Report 2012-2013 and 2013-2014 Business Plan” by Shireen Munday, Programme Manager – Corporate Planning and Strategy, dated 16 July 2013, be received.

Carried

Matters arising from Item 3.2A:

Councillor Ramsey clarified the relationship between Creative Northland and CHART as well as his role on the board of CHART.

Laura Woods duly noted the stipulation that Creative Northland reports must identify all projects outside Whāngārei to emphasise the region wide contribution.

Item 3.3 was addressed prior to Supplementary Item 3.2A to allow for the attendance of Jonathan Eriksen representing Eriksen & Associates Ltd.

Community Investment Fund – Review of Investment Managers' Performance to 30 June 2013 (Item 3.3)

ID: A553303

Report from General Manager – Finance and IT Lisa Aubrey.

Moved (Hunt/Walker)

That the report "Community Investment Fund – Review of Investment Managers' Performance to 30 June 2013", by Lisa Aubrey, General Manager – Finance and IT, dated 11 July 2013, be received.

Carried**Matters arising from Item 3.3:**

Jonathan Erikson, Managing Director for Eriksen & Associates Ltd, was in attendance and tabled a summary on the performance of the four appointed fund managers. Key points included:

- June 2013 results
- Market returns
- The status of the economy
- The New Zealand dollar/Australian dollar exchange rate
- Concluding recommendations.

Item 3.4 was addressed following Supplementary Item 3.2A to allow for the attendance of Jonathan Eriksen representing Eriksen & Associates Ltd.

Investment Schedule and Performance – Financial Report to 30 June 2013 (Item 3.4)

ID: A555772

Report from General Manager – Finance and IT Lisa Aubrey, and Financial Systems Administrator Kym Ace.

Moved (Rossiter/Hunt)

That the "Investment Schedule and Performance – Financial Report to 30 June 2013" from Lisa Aubrey, General Manager – Finance and IT, and Kym Ace, Financial Systems Administrator, dated 23 July 2013, be received.

Carried**Matters arising from Item 3.4:**

It was confirmed that a paper would be tabled at a future Audit and Finance Committee meeting detailing that it was at council's discretion to capitalise the Community Investment Fund and equally use the fund if a suitable project arose.

Financial Report to 30 June 2013 (Item 3.5)**ID: A554557****Report from Management Accountant Steve Goddard.****Moved (Walker/Brown)**

That the report "Financial Report to 30 June 2013" by Steve Goddard, Management Accountant, dated 24 July 2013, be received.

Carried**Regional Rates Collections 2012-2013 – District Council Reconciliation (Item 3.6)****ID: A553081****Report from General Manager – Finance and IT Lisa Aubrey.****Moved (Ramsey/Hunt)**

1. That the report "Regional Rates Collection 2012-2013 – District Council Reconciliations" from Lisa Aubrey, General Manager – Finance and IT, dated 17 July 2013, be received.
2. That the Rates Reconciliation Statement for the collection of the regional rates by territorial authorities for the financial year ended 30 June 2013 be received.

Carried**Matters arising from Item 3.6:**

Attention was drawn to the fact that both the Chief Executive Officer and General Manager – Finance and IT were continuing to work on council's policy regarding bad debt provisions and would provide further advice to council.

It was stressed that the CEO had the full support of council to actively pursue collecting rates.

Northland Emergency Services Trust (NEST) Six Monthly Reporting for the Period Ending 30 June 2013 (Item 3.7)**ID: A552038****Report from General Manager – Finance and IT Lisa Aubrey.****Moved (Walker/Hunt)**

1. That the report "Northland Emergency Services Trust (NEST) Six Monthly Reporting for the Period Ending 30 June 2013" by Lisa Aubrey, General Manager – Finance and IT, dated 17 July 2013, be received.
2. That the final payment for the 2012/2013 financial year of \$100,184.52 plus GST be approved to be paid.
3. That a further payment of \$27,093.59 plus GST, being 23.44% of the rating arrears since collected, be approved to be paid.

Carried

Approval to Transfer Operational Expenditure to Capital Expenditure for Geotechnical Testing Equipment (Item 3.8)

ID: A533983

Report from Land and Rivers Senior Programme Manager Bruce Howse.

Moved (Hunt/Ramsey)

1. That the report "Approval to Transfer Operational Expenditure to Capital Expenditure for Geotechnical Testing Equipment" by Bruce Howse, Land and Rivers Senior Programme Manager, dated 10 July 2013, be received.
2. That approval is given to transfer \$6,000 of operational expenditure to capital expenditure from within the existing land/ivers budget to enable purchasing of geotechnical testing equipment.

Carried

Legislative Compliance – Fourth Quarter 2013 (Item 3.9)

ID: A552040

Report from Policy Advisor Vibeke Wright.

Moved (Brown/Ramsey)

That the report "Legislative Compliance – Fourth Quarter 2013" by Vibeke Wright, Policy Advisor, dated 16 July 2013, be received.

Carried

Forest Management Plan – Reporting Actual Performance Against Targets 2012-2013 (Item 3.10)

ID: A555143

Report from Finance Manager Simon Crabb.

Moved (Hunt/Walker)

That the report "Forest Management Plan – Reporting Actual Performance Against Targets 2012-2013" by Simon Crabb, Finance Manager, dated 19 July 2013, be received.

Carried

Matters arising from Item 3.10:

General Manager Finance and IT, Lisa Aubrey, undertook to provide a report to council following the next planned harvest, evaluating options to retain or dispose of the forestry block.

2012-2013 Statement of Service Performance Interim Year-End Report (Item 3.11)

ID: A554417

Report from General Manager - Planning and Policy Kathryn Ross.

Moved (Walker/Carr)

That the "2012-2013 Statement of Service Performance Interim Year-End Report" by Kathryn Ross, General Manager - Planning and Policy, dated 19 July 2013, be received.

Carried

Business with the Public Excluded (Item 4.0)

ID: A554005

Report from General Manager – Finance and IT Lisa Aubrey.

Moved (Brown/Davies-Colley)

1. That the public be excluded from the proceedings of this meeting to consider confidential matters.
2. That the general subject of the matter to be considered whilst the public is excluded, the reasons for passing this resolution in relation to this matter, and the specific grounds under the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

Item No.	Item Issue	Reason\Grounds
4.1	Minutes of Confidential Meeting held 28 May 2013	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
4.2	Request for Approval to Purchase Freehold of Leasehold Property	To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities (section 7(h)).
4.3 (Supplementary)	Offer to Purchase Freehold of Leasehold Property	To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities (section 7(h)).

Carried

CONCLUSION

The meeting concluded at 2.48 pm.

ITEM: 6.4

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**ISSUE: Regional Transport Committee Minutes –
7 August 2013****ID:** A561276**To:** Council Meeting, 27 August 2013**From:** Chris Taylor, Council Secretary**Date:** 14 August 2013

Summary The purpose of this report is to receive the minutes of the Regional Transport Committee meeting held on 7 August 2013. It concludes with the recommendation that the minutes be received.

Report Type:	<input checked="" type="checkbox"/>	Normal operations	<input type="checkbox"/>	Information	<input type="checkbox"/>	Decision
Purpose:	<input type="checkbox"/>	Infrastructure	<input type="checkbox"/>	Public service	<input type="checkbox"/>	Regulatory function
	<input checked="" type="checkbox"/>	Legislative function	<input type="checkbox"/>	Annual\Long Term Plan	<input type="checkbox"/>	Other
Significance:	<input type="checkbox"/>	High	<input type="checkbox"/>	Moderate	<input checked="" type="checkbox"/>	Low

Report:

The minutes are **attached**.

Legal compliance:

Councils are required to keep minutes of proceedings in accordance with the Local Government Act 2002.

Recommendation:

That the minutes of the Regional Transport Committee meeting held on 7 August 2013 be received.

NORTHLAND REGIONAL COUNCIL REGIONAL TRANSPORT COMMITTEE

Minutes of the meeting held in the Council Chamber,
36 Water Street, Whāngārei, on Wednesday 7 August 2013
commencing at 10.00 am

Present:**Northland Regional Council**

Cr J Bain, Chairman

Cr J Carr

Whāngārei District Council

Mr G Martin

Kaipara District Council

Mr P Winder

Far North District Council

Mr S McNally

NZ Transport Agency

Mr S Town

In Attendance:**Full Meeting**

NRC Growth and Infrastructure Manager – Vaughan Cooper

NRC Transport Operations SPM – Chris Powell

NRC Public Passenger Transport Officer – Sharlene Selkirk

NRC Council Secretary – Chris Taylor

Part Meeting

NRC CEO – Malcolm Nicolson (from 10.12 am)

The Chairman declared the meeting open at 10.00 am.

Apologies (Item 1.0)

There were no apologies.

Declaration of Conflicts of Interest (Item 2.0)

The Chairman invited members to make declarations item-by-item as the meeting progressed. There were no declarations of conflict at this point.

Item 2.0A was addressed following Item 3.1: Confirmation of Minutes

Supplementary Item for the Regional Transport Committee meeting – 7 August 2013 (Item 2.0A)

ID: A559326

Report from Council Secretary Chris Taylor.

Moved (Carr/Martin)

That as permitted under section 46A(7) of the Local Government Official Information and Meetings Act 1987, the supplementary item:

- 4.2: Update on the Pūhoi to Wellsford Road of National Significance be received.

Carried

Confirmation of Minutes – 5 June 2013 (Item 3.1)

ID: A555712

Report from Council Secretary Chris Taylor.

Moved (Carr/Martin)

That the minutes of the committee meeting held on 5 June 2013 be confirmed as a true and correct record.

Carried

State Highway One / Loop Road Investigation (Item 4.1)

ID: A556226

Report from Growth and Infrastructure Manager Vaughan Cooper.

New Zealand Transport Agency (NZTA) Transport Planner, Sebastian Reed, was in attendance and provided the presentation, "Loop Road Intersection Improvements". The presentation gave an overview of the options assessment undertaken by NZTA and covered the following key points:

- The study had been undertaken in response to the Regional Transport Committee's request for NZTA to investigate the matter further;
- The benefits and implications relating to each of the short and medium term options identified for the Loop Road/SH 1 intersections;
- All short term options had been implemented but the benefits were not deemed sufficient to justify delivering longer term options;
- The section of road was identified as strategic and as such would continue to be monitored by NZTA; and
- NZTA was undertaking a review of speed regimes in the area; which could potentially reduce the negative impact of the medium term options on State Highway operation and travel times.

Matters arising from Item 4.1:

Sebastian Reed undertook to liaise with Councillors Steve McNally and Joe Carr to ensure NZTA had the correct projections regarding logging traffic volumes.

Update on the Pūhoi to Wellsford Road of National Significance (Supplementary Item 4.2)

ID: A559329

Report from Growth and Infrastructure Manager Vaughan Cooper.

NZTA Transport Planner, Sebastian Reed, and Further North Alliance Delivery Manager, Mark Edmonds, were in attendance and provided the presentation, "Pūhoi – Warkworth Update" and covered the following key points:

- The primary goals behind the project;
- The role and composition of Further North Alliance;
- Alterations to the original designation; and
- Important milestones to date and future timeframes.

Matters arising from Supplementary Item 4.2:

It was emphasised that submissions in favour of the Pūhoi to Wellsford RONS were vital for giving the project certainty and to ensure it passed successfully through the Board of Inquiry and Environmental Protection Agency (EPA) process.

Northland Regional Land Transport Programme 2012-2015 – Funding Uptake (Item 5.1)

ID: A556398

Report from Transport Operations Senior Programme Manager Chris Powell.

Moved (Bain/Winder)

That the report, "Northland Regional Land Transport Programme 2012-2015 – Funding Uptake", by Chris Powell, Transport Operations Senior Programme Manager, dated 25 July 2013, be received.

Carried

Matters arising from Item 5.1:

NRC Transport Operations SPM, Chris Powell, undertook to confirm the reasons why the "Road Safety Promotion – Medium Strategic Fit" was reported under budget.

Regional Road Safety Update (Item 5.2)

ID: A556235

Report from Transport Projects Officer Ian Crayton-Brown.

Moved (Carr/McNally)

That the report "Regional Road Safety Update" by Ian Crayton-Brown, Transport Projects Officer, dated 17 July 2013, be received.

Carried

Land Transport Management Act Amendments – Moving Forward (Item 5.3)

ID: A556227

Report from Growth and Infrastructure Manager Vaughan Cooper.

Moved (Winder/Bain)

1. That the report “Land Transport Management Act Amendments – Moving Forward” by Vaughan Cooper, Growth and Infrastructure Manager, dated 25 July 2013, be received.
2. That a letter be sent to the previous “objective” members of the Committee to thank them for their valued contribution.

Carried

Matters arising from Item 5.3:

NRC Chief Executive Officer, Malcolm Nicolson, undertook to liaise with all the Northland councils' Chief Executives to ensure alignment of the respective Long Term Plans and the new Regional Plan and Public Transport Plan decision making processes.

Dust Related Problems on Unsealed Roads of Northland - Update (Item 5.4)

ID: A556984

Report from Transport Operations Senior Programme Manager Chris Powell.

Moved (Martin/Bain)

1. That the report “Dust Related Problems on Unsealed Roads of Northland – Update” by Chris Powell, Transport Operations Senior Programme Manager, dated 25 July 2013, be received.
2. That a progress report be tabled at the next Regional Transport Committee meeting.

Carried

Matters arising from Item 5.4:

Chairman John Bain extended appreciation to Jeff Devine, Whāngārei District Council (WDC) Roading Manager, for his expert advice with regard to dust on roads within the Whāngārei district.

It was stressed that the Dust Mitigation Strategy aimed to identify and prioritise dust affected areas, consider all the options to address the problem and determine the most cost effective solution.

It was acknowledged that this matter had drawn ministerial interest and it was requested that both Steve McNally and Peter Winder, on behalf of FNDC and KDC respectively, forward any relevant data that quantified the extent of the dust issues in Northland; for example the number of affected houses.

It was suggested that if the committee wanted to lobby for government assistance, the matter could be raised with the NZTA CEO, Geoff Dangerfield, when he visited Northland the following month. Equally WDC CEO, Mark Simpson, could “champion” this matter; being the Northland representative on the FAR Reference Group led by Geoff Dangerfield. However, it was cautioned that any argument must be evidence based and consideration must be given to the priority of dust in relation to the priority of other roading matters.

The meeting concluded at 11.46 am.

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ISSUE: Special Reserves at 30 June 2013**ID:** A557906**To:** Council Meeting, 27 August 2013**From:** Angela Hobden, Financial Accountant and Lisa Aubrey, General Manager - Finance and IT**Date:** 31 July 2013

Summary The purpose of this report is to update councillors on the special reserves held by council, the purpose of each reserve, and the balance held in each special reserve as at the end of the 2012/2013 financial year.

It concludes with the recommendation that this report be received.

Report Type:	<input checked="" type="checkbox"/> Normal operations	<input type="checkbox"/> Information	<input type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input type="checkbox"/> Legislative function	<input type="checkbox"/> Annual\Long Term Plan	<input checked="" type="checkbox"/> Other
Significance:	<input type="checkbox"/> High	<input type="checkbox"/> Moderate	<input checked="" type="checkbox"/> Low

Background:

The equity in council's balance sheet represents the communities' interest in council and is measured by the value of total assets less total liabilities. Equity is classified into a number of general and special reserves to enable a clearer identification of the specified uses for which various funds have been assigned.

A general reserve does not have a specific purpose, whereas a special reserve holds funds that are set aside to cover expenditure on specific projects. In addition special reserves may facilitate the funding of works of an inter-generational nature, capital expenditure in particular, over the most appropriate time period.

The special reserves and their respective balances (surplus/(deficit)) in place at the end of the 2012/2013 financial year are as follows:

Land Management Reserve	\$1,638,039
Awanui River Reserve	(\$63,283)
Kaihu River Reserve	\$51,022
Whangaroa Kaeo Rivers Reserve	\$27,132
Whāngārei Urban Rivers Reserve	(\$1,620,114)
Kerikeri-Waipapa Rivers Reserve	\$132,296
Priority Rivers Reserve	(\$20,553)
Infrastructure Facilities Reserve	(\$1,125,886)
Recreational Facilities Reserve	(\$5,031,213)
Investment Fund Reserve	\$8,335,297
Forest Income Equalisation Reserve	\$1,952,776
Hātea River Reserve	\$137,555
Environment Fund Reserve	\$3,139
Investment and Growth Reserve	\$3,129,257
Community Investment Fund	\$9,850,171

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Proposed approved Carry Forwards - General Funds \$398,000
Total Special Reserves **\$17,793,635**

A description of the purpose of each reserve, the transfers from and/or to the reserve for the year, and the closing balance of each reserve as at 30 June 2013 is provided below.

Land Management Reserve

The Land Management Reserve was created to allow council to set aside Land Management rates collected and not fully utilised in any given year for the purpose of funding projects in future years. In addition, the Land Management Reserve can be utilised to fund emergency events such as remedial storm expenditure on a case by case basis, thereby reducing the need for borrowing in the event of an emergency.

In the 2012/2013 financial year a transfer from the Whāngārei Rivers Reserve into the Land Management Reserve of \$280,192 was made relating to the Rose cottage property purchase for the Kotuku Dam project. This property purchase was originally funded from the Land Management Reserve in the 2010/2011 financial year.

This produced a closing balance as at 30 June 2013 of \$1,638,039.

Land Management Reserve	Actual	Budget
Opening Balance as at 1 July 2012	1,357,847	1,773,039
Increase /(Decrease) in Reserve throughout 2012-2013 (operational transfer)	-	-
Increase /(Decrease) in Reserve throughout 2012-2013 (capital transfer)	280,192	-
Closing Balance as at 30 June 2013	1,638,039	1,773,039

Awanui River Reserve

The Awanui River Reserve was created to hold any targeted Awanui River Management rates collected and unspent in any given year to cover any future funding shortfalls for river works required as part of the Awanui River Flood Management scheme.

There are two types of reserve funds in relation to the Awanui River targeted rates collected, as follows:

- Book reserves – those reserves reported in the Annual Report, and reflect the movement in equity from retained earnings to reserves. Movements in the reserve value are the difference between operating revenue and expenditure and capital expenditure.
- Cash reserves – reflect the actual cash funds held against each reserve. They differ from book reserves in that they take account of depreciation (a non-cash item).

In the 2012/2013 financial year the Awanui River Management project had an operating surplus of \$78,617. The majority of this surplus, along with an additional \$80,334 which was advanced from this reserve, have been utilised to fund the \$156,833 of capital works relating to the retaining wall on the Tarawhataroa Stream. This was approved at the December 2012 council meeting. The advancement of funds is to be repaid from future surplus arising from the targeted Awanui River Management rate.

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This produced a closing book reserve deficit of (\$63,283) as at 30 June 2013.

Awanui River	2012-2013 Actual	2012-2013 Budget
Operational Revenue	414,156	422,859
Operational Expenditure	335,540	549,951
Operational Net Surplus/(Cost) before transfer from/(to) Special Reserve	78,617	(127,092)
Operational Transfer from/(to) the Awanui River Special Reserve	(78,617)	127,092
Operational Net Surplus/(Cost) after transfer from/(to) Special Reserve	-	0
Capital Expenditure	156,833	233,139
Capital Transfer from/(to) the Awanui River Special Reserve	156,833	233,139
	-	-

Awanui River Book Reserve	Actual	Budget
Opening Balance as at 1 July 2012	14,934	15,509
Increase /(Decrease) in Reserve throughout 2012-2013 (operational transfer)	78,617	(127,092)
Increase /(Decrease) in Reserve throughout 2012-2013 (capital transfer)	(156,833)	(233,139)
Closing Balance as at 30 June 2013	(63,283)	(344,722)

To ensure the depreciation renewal funding will be available for capital expenditure on the scheme in future years, this year's depreciation charge of \$24,118 will be transferred back into the Awanui River Cash Reserve as in prior years. After making the depreciation adjustment of \$24,118 the Awanui River Cash Reserve has a closing cash balance at 30 June 2013 of \$4,837.

Awanui River Cash Reserve	Actual
Opening Balance as at 1 July 2012	58,936
Increase /(Decrease) in Reserve throughout 2012-2013 (operational transfer)	78,617
Increase /(Decrease) in Reserve throughout 2012-2013 (capital transfer)	(156,833)
Add back depreciation renewal funding for 2012-2013	24,118
Closing Balance as at 30 June 2013	4,837

Kaihu River Reserve

The Kaihu River Reserve was created to hold any targeted Kaihu River Management rates collected and unspent in any given year to cover any future funding shortfalls for river works required as part of the Kaihu River Flood Management scheme.

In the 2012/2013 financial year there was an operating surplus of \$45,692 as detailed in the table below. This surplus was transferred to the Kaihu River Reserve producing a closing reserve balance as at 30 June 2013 of \$51,022.

Kaihu River	2012-2013 Actual	2012-2013 Budget
Operational Revenue	94,777	78,612
Operational Expenditure	49,085	72,946
Operational Net Surplus/(Cost) before transfer from/(to) Special Reserve	45,692	5,666
Operational Transfer from/(to) the Kaihu River Special Reserve	(45,692)	(5,666)
Operational Net Surplus/(Cost) after transfer from/(to) Special Reserve	-	-

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Kaihu River Reserve	Actual	Budget
Opening Balance as at 1 July 2012	5,330	(9,453)
Increase /(Decrease) in Reserve throughout 2012-2013 (operational transfer)	45,692	5,666
Increase /(Decrease) in Reserve throughout 2012-2013 (capital transfer)	-	-
Closing Balance as at 30 June 2013	51,022	(3,787)

Whangaroa Kaeo Rivers Reserve

The Whangaroa Kaeo Rivers Reserve was created to hold any targeted Whangaroa Kaeo Rivers Management rates collected and unspent in any given year to cover any future funding shortfalls of river works required as part of the Whangaroa Kaeo Rivers Flood Management scheme.

Council resolved in the 2011/2012 Annual Plan to fund Stage 1 of the Kaeo flood scheme works which was to be repaid over seven years. Construction of these works was subsequently rescheduled to the 2012/2013 works season, as land use negotiations and resource consent approvals were still in progress and would not be completed in time to enable construction to proceed in the 2011/2012 works season. There have been further delays to this process and the work was again not completed during the 2012/2013 year. Consequently there was an operating surplus of \$24,516 for the year which will be transferred to the reserve. Capital expenditure of \$66,907 has been completed in 2012/2013 and funded from the reserve, producing a closing reserve balance at 30 June 2013 of \$27,132.

Whangaroa Kaeo Rivers	2012-2013 Actual	2012-2013 Budget
Operational Revenue	144,037	274,982
Operational Expenditure	119,521	137,970
Operational Net Surplus/(Cost) before transfer from/(to) Special Reserve	24,516	137,012
Operational Transfer from/(to) the Whangaroa Kaeo Rivers Special Reserve	(24,516)	(137,012)
Operational Net Surplus/(Cost) after transfer from/(to) Special Reserve	-	-
Capital Expenditure	66,907	697,185
Capital Transfer from/(to) the Whangaroa Kaeo Rivers Special Reserve	66,907	697,185
	-	-

Whangaroa Kaeo Rivers Reserve	Actual	Budget
Opening Balance as at 1 July 2012	69,523	309,456
Increase /(Decrease) in Reserve throughout 2012-2013 (operational transfer)	24,516	137,012
Increase /(Decrease) in Reserve throughout 2012-2013 (capital transfer)	(66,907)	(697,185)
Closing Balance as at 30 June 2013	27,132	(250,717)

Whāngārei Urban Rivers Reserve

The Whāngārei Urban Rivers Reserve was created in the 2011/2012 year to hold any targeted Whāngārei Urban Rivers Management rates collected and unspent in any given year to cover any future funding shortfalls of river works required as part of the flood risk reduction project for the Whāngārei CBD.

Much of the capital expenditure relates to the purchase of additional properties for the Whāngārei Kotuku Dam.

The operating surplus of \$136,118 has been transferred to the reserve and the capital expenditure of \$1,857,739 has been funded out of the reserve. The decrease in this reserve also includes the transfer back to the Land Management Reserve of the \$280,192 for the Rose cottage property.

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Therefore at the end of 30 June 2013 the balance of the Whāngārei Urban Rivers Reserve is a deficit of (\$1,620,114). This has been anticipated and is due to be repaid over 25 years.

Whangarei Urban Rivers	2012-2013 Actual	2012-2013 Budget
Operational Revenue	654,858	642,810
Operational Expenditure	518,740	1,018,529
Operational Net Surplus/(Cost) before transfer from/(to) Special Reserve	136,118	(375,719)
Operational Transfer from/(to) the Whangarei Urban Rivers Special Reserve	(136,118)	375,719
Operational Net Surplus/(Cost) after transfer from/(to) Special Reserve	-	-
Capital Expenditure	1,857,739	4,563,631
Capital Transfer from/(to) the Whangarei Urban Rivers Special Reserve	1,857,739	4,563,631
	-	-
Whangarei Urban River Reserve	Actual	Budget
Opening Balance as at 1 July 2012	381,699	(280,192)
Increase /(Decrease) in Reserve throughout 2012-2013 (operational transfer)	136,118	(375,719)
Increase /(Decrease) in Reserve throughout 2012-2013 (capital transfer)	(2,137,931)	(4,563,631)
Closing Balance as at 30 June 2013	(1,620,114)	(5,219,542)

Kerikeri–Waipapa Rivers Reserve

The Kerikeri–Waipapa Rivers Reserve is a new reserve set up to hold any targeted Kerikeri–Waipapa rates collected and unspent in any given year to cover any future funding shortfalls of river works required as part of the flood risk reduction project for the Kerikeri–Waipapa area.

During the year there was less expenditure than budgeted and the operating surplus of \$132,296 has been transferred to this reserve. This has produced the closing reserve balance as at 30 June 2013 of \$132,296.

Kerikeri Waipapa Rivers	2012-2013 Actual	2012-2013 Budget
Operational Revenue	186,500	182,773
Operational Expenditure	54,204	207,857
Operational Net Surplus/(Cost) before transfer from/(to) Special Reserve	132,296	(25,084)
Operational Transfer from/(to) the Kerikeri Waipapa Rivers Special Reserve	(132,296)	25,084
Operational Net Surplus/(Cost) after transfer from/(to) Special Reserve	-	-
Kerikeri Waipapa Rivers Reserve	Actual	Budget
Opening Balance as at 1 July 2012	-	-
Increase /(Decrease) in Reserve throughout 2012-2013 (operational transfer)	132,296	(25,084)
Increase /(Decrease) in Reserve throughout 2012-2013 (capital transfer)	-	-
Closing Balance as at 30 June 2013	132,296	(25,084)

Priority Rivers Reserve

The Priority Rivers Reserve was created to account for an accelerated or advanced spending on the Priority Rivers project.

As budgeted, \$120,000 has been transferred from the 2012/2013 operating surplus into the reserve to reduce the reserves deficit. Operating expenditure for the year, including the repayment to the reserve, was \$805,865. This is funded by Land Management rates.

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The balance at 30 June 2013 is a deficit of (\$20,553) and this is budgeted to be repaid in the 2013/2014 financial year.

Priority Rivers	2012-2013 Actual	2012-2013 Budget
Operational Revenue	805,865	825,811
Operational Expenditure	685,865	705,811
Operational Net Surplus/(Cost) before transfer from/(to) Special Reserve	120,000	120,000
Operational Transfer from/(to) the Priority Rivers Special Reserve	(120,000)	(120,000)
Operational Net Surplus/(Cost) after transfer from/(to) Special Reserve	-	-

Priority Rivers Reserve	Actual	Budget
Opening Balance as at 1 July 2012	(140,553)	(258,470)
Increase/(Decrease) in Reserve throughout 2012-2013 (operational transfer)	120,000	120,000
Increase/(Decrease) in Reserve throughout 2012-2013 (capital transfer)	-	-
Closing Balance as at 30 June 2013	(20,553)	(138,470)

Infrastructure Facilities Reserve

The Infrastructure Facilities Reserve was created to set aside any targeted Infrastructure rates collected and not fully utilised in any given year for the purpose of funding future infrastructure projects.

The surplus/(deficit) from the Marsden Point Rail Link project is transferred to/(from) this reserve each year. The 2012/2013 transferred surplus was \$148,362. As a result of this transfer the balance of the Infrastructure Facilities Reserve at 30 June 2013 is a deficit of (\$1,125,886).

Infrastructure Facilities Reserve	2012-2013 Actual	2012-2013 Budget
Operational Revenue	1,157,873	1,064,718
Operational Expenditure	1,009,511	893,399
Operational Net Surplus/(Cost) before transfer from/(to) Special Reserve	148,362	171,319
Operational Transfer from/(to) the Infrastructure Facilities Special Reserve	(148,362)	(171,319)
Operational Net Surplus/(Cost) after transfer from/(to) Special Reserve	-	-

Infrastructure Facilities Reserve	Actual	Budget
Opening Balance as at 1 July 2012	(1,274,248)	(1,383,804)
Increase/(Decrease) in Reserve throughout 2012-2013 (operational transfer)	148,362	171,319
Increase/(Decrease) in Reserve throughout 2012-2013 (capital transfer)	-	-
Closing Balance as at 30 June 2013	(1,125,886)	(1,212,485)

Recreational Facilities Reserve

The Recreational Facilities Reserve was established to set aside any targeted Regional Recreational Facilities rates collected and not fully utilised in any given year for the purpose of funding the Northland Events Centre. Currently this reserve represents the internal borrowing associated with the Northland Events Centre grant of \$13M and the subsequent repayments (from the targeted Regional Recreational Facilities rate) of such borrowing.

During the 2012/2013 year the proceeds of a \$1,018,623 tax refund were transferred into this reserve as approved at the August 2013 council meeting. In addition the surplus (after internal interest and rate collection costs) targeted Regional Recreational Facilities rates for 2012/2013 of \$725,534 have been transferred to this reserve resulting in a closing deficit reserve balance as at 30 June 2013 of (\$5,031,213).

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Recreational Facilities Reserve	2012-2013 Actual	2012-2013 Budget
Operational Revenue	1,234,713	1,226,775
Operational Expenditure	509,179	499,868
Operational Net Surplus/(Cost) before transfer from/(to) Special Reserve	725,534	726,907
Operational Transfer from/(to) the Recreational Facilities Special Reserve	(725,534)	(726,907)
Operational Net Surplus/(Cost) after transfer from/(to) Special Reserve	-	-

Recreational Facilities Reserve	Actual	Budget
Opening Balance as at 1 July 2012	(6,775,370)	(6,703,274)
Increase /(Decrease) in Reserve throughout 2012-2013 (tax refund applied)	1,018,623	1,018,624
Increase /(Decrease) in Reserve throughout 2012-2013 (operational transfer)	725,534	726,907
Increase /(Decrease) in Reserve throughout 2012-2013 (capital transfer)	-	-
Closing Balance as at 30 June 2013	(5,031,213)	(4,957,743)

Investment Fund Reserve

The Investment Fund Reserve was created to enable proceeds from investment activities to be set aside for reinvestment at a future date.

There are no transfers from or to the Investment Fund Reserve in the 2012/2013 financial year, thus the balance as at 30 June 2013 remains at \$8,335,297.

Investment Fund Reserve	Actual	Budget
Opening Balance as at 1 July 2012	8,335,297	8,335,297
Increase /(Decrease) in Reserve throughout 2012-2013 (operational transfer)	-	-
Increase /(Decrease) in Reserve throughout 2012-2013 (capital transfer)	-	-
Closing Balance as at 30 June 2013	8,335,297	8,335,297

Forest Income Equalisation Reserve

The Forest Income Equalisation Reserve was created to set aside 50% of council's forestry net income arising in any harvesting year. This reserve is intended to provide future funding of council's general activities by allowing council to use these funds for any council activity to smooth future rating increases. It is further intended that this fund be used to fund the cost of forestry operating in non-harvesting years.

This year the reserve has funded a provision for doubtful debts (rates) of \$250,000, an over expenditure of \$76,645 on the Regional Policy Statement, and \$72,327 of forestry operating costs producing a closing reserve balance as at 30 June 2013 of \$1,952,776.

Forest Income Equalisation	2012-2013 Actual	2012-2013 Budget
Operational Revenue	-	-
Forestry Operational Expenditure	72,327	109,551
Bad Debt Provision	250,000	250,000
RPS expenditure	76,645	-
Operational Net Surplus/(Cost) before transfer from/(to) Special Reserve	(398,972)	(359,551)
Operational Transfer from/(to) the Forest Income Equalisation Special Reserve	398,972	359,551
Operational Net Surplus/(Cost) after transfer from/(to) Special Reserve	-	-

Forest Income Equalisation fund Reserve	Actual	Budget
Opening Balance as at 1 July 2012	2,351,748	2,351,748
Increase /(Decrease) in Reserve throughout 2012-2013 (operational transfer)	(398,972)	(359,551)
Increase /(Decrease) in Reserve throughout 2012-2013 (capital transfer)	-	-
Closing Balance as at 30 June 2013	1,952,776	1,992,197

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Hātea River Reserve

The Hātea River Reserve was created to set aside a component of the Council Services Rate (\$1.50+GST) specifically levied across the Whāngārei constituency to ensure funding is immediately available in the event dredging of the Hātea River is required.

This year there was a surplus from operating expenditure of \$66,980 transferred to the reserve. Expenditure was less than budgeted as a result of no dredging being carried out while we were waiting for the results of a survey. The dredging will be performed in the 2013/2014 year. This produced a closing reserve balance as at 30 June 2013 of \$137,555.

Hatea River	2012-2013 Actual	2012-2013 Budget
Operational Revenue	110,352	109,201
Operational Expenditure	43,372	135,806
Operational Net Surplus/(Cost) before transfer from/(to) Special Reserve	66,980	(26,605)
Operational Transfer from/(to) the Hatea River Special Reserve	(66,980)	26,605
Operational Net Surplus/(Cost) after transfer from/(to) Special Reserve	-	-

Hatea River Reserve	Actual	Budget
Opening Balance as at 1 July 2012	70,575	169,920
Increase /(Decrease) in Reserve throughout 2012-2013 (operational transfer)	66,980	(26,605)
Increase /(Decrease) in Reserve throughout 2012-2013 (capital transfer)	-	-
Closing Balance as at 30 June 2013	137,555	143,315

Environment Fund Reserve

A separate paper has been written covering the Environment Fund transactions for the 2012/2013 year and is the subject of another paper in this agenda for consideration by council.

It is proposed that \$6,354 is transferred into the Environment Fund Reserve to fund the completion of one project in the 2013/2014 financial year, and \$3,215 be advanced from the Environment Fund Reserve to fund the over allocation of the 2012/2013 Environment Fund budget. The \$3,215 over allocation is to be repaid in the 2013/2014 financial year from next year's Environment Fund provision.

This has produced a closing balance of this reserve at 30 June 2013 of \$3,139.

Environment Fund	2012-2013 Actual	2012-2013 Budget
Operational Revenue	-	-
Operational Expenditure	611,911	656,051
Operational Net Surplus/(Cost) before transfer from/(to) Special Reserve	(611,911)	(656,051)
Operational Transfer from/(to) the Environment Fund Special Reserve	126,912	171,051
Operational Transfer from/(to) the Environment Fund Special Reserve	-	-
Operational Net Surplus/(Cost) after transfer from/(to) Special Reserve	(485,000)	(485,000)

Environment Fund Reserve	Actual	Budget
Opening Balance as at 1 July 2012	130,051	130,051
Increase /(Decrease) in Reserve throughout 2012-2013 (operational transfer)	(126,912)	(171,051)
Increase /(Decrease) in Reserve throughout 2012-2013 (capital transfer)	-	-
Closing Balance as at 30 June 2013	3,139	(41,000)

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Northland Regional Council Investment and Growth Reserve

The Northland Regional Council Investment and Growth Reserve was established in council's 2011/2012 Annual Plan. The reserve was created to set aside the investment income redirected to be made available for activities and projects that contribute towards the economic well-being of Northland.

The total amount transferred to the Northland Regional Council Investment Growth Reserve in the 2012/2013 financial year was \$1,585,238, including interest, commercial rents, and Northland Port Corporation dividends. This produced the closing balance at 30 June 2013 of \$3,129,257.

The amount to be transferred to the Community Investment Fund is yet to be confirmed. A paper discussing this issue and the possible alternatives will be presented at the September 2013 council meeting for council consideration.

Investment and Growth	2012-2013 Actual	2012-2013 Budget
20% Transitional phase of investment income	1,460,032	1,342,137
Annual interest earned on Fund	125,206	94,577
Transfer to the Community Investment Fund	-	(565,979)
Operational Net Surplus/(Cost) before transfer from/(to) Special Reserve	1,585,238	870,735
Operational Transfer from/(to) the Investment and Growth Special Reserve	(1,585,238)	(870,735)
Operational Net Surplus/(Cost) after transfer from/(to) Special Reserve	-	-

Investment and Growth Reserve	Actual	Budget
Opening Balance as at 1 July 2012	1,544,019	1,375,455
Increase /(Decrease) in Reserve throughout 2012-2013 (operational transfer)	1,585,238	870,735
Increase /(Decrease) in Reserve throughout 2012-2013 (capital transfer)	-	-
Closing Balance as at 30 June 2013	3,129,257	2,246,190

Community Investment Fund

The Community Investment Fund has been created from the transfer of funds from the Northland Regional Council Community Trust during the 2012/13 year. It is used to fund projects resulting in economic development for the Northland region.

In the 2012/2013 financial year, this fund produced a surplus of income amounting to \$371,245. A paper focusing on the manner in which the council wishes to use this surplus will be presented at the September 2013 council meeting for council consideration.

Community Investment Fund	2012-2013 Actual	2012-2013 Budget
Operational Revenue	1,422,600	680,112
Operational Expenditure	1,051,355	1,000,000
Operational Net Surplus/(Cost) before transfer from/(to) Special Reserve	371,245	(319,888)
Operational Transfer from/(to) the Community Investment Fund Special Reserve	(371,245)	(246,092)
Operational Transfer from/(to) the Investment and Growth Special Reserve	-	565,979
Operational Net Surplus/(Cost) after transfer from/(to) Special Reserve	0	(1)

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Community Investment Fund	Actual	Budget
Opening Balance as at 1 July 2012	-	10,060,631
Increase /(Decrease) in Reserve throughout 2012-2013 (operational transfer)	371,245	246,092
Increase /(Decrease) in Reserve throughout 2012-2013 (capital transfer)	9,478,926	-
Closing Balance as at 30 June 2013	9,850,171	10,306,723

Approved Carry Forwards Reserve

The Approved Carry Forwards Reserve was set up to record operational projects for council that have not been completed during the current year and need to be carried forward to the next financial year. This is the subject of another paper in this agenda. At 30 June 2013 the balance of project funds to be carried forward is \$398,000.

These carry forward amounts are the subject of another item in this agenda for consideration by council.

Approved Carry Forwards - General Funds 2013-2014	2013-2014	2013-2014
	Actual	Revised Budget
Operational Revenue	-	-
Operational Expenditure	(398,000)	-
Operational Net Surplus/(Cost) before transfer from/(to) Special Reserve	398,000	-
Operational Transfer from/(to) Approved Carry Forwards reserve (13-14)	(398,000)	-
Operational Net Surplus/(Cost) after transfer from/(to) Special Reserve	-	-

Legal compliance and significance assessment:

The activities detailed in this report are provided for in the council's 2011/2012 Annual Plan, and as such are in accordance with council's decision making process and sections 76-82 of the Local Government Act 2002.

In relation to section 79 of the Local Government Act 2002, this issue is considered to be of low significance under council policy because it is part of normal day to day operations of council.

Recommendation:

That the report "Special Reserves at 30 June 2013" by Angela Hobden, Financial Accountant, and Lisa Aubrey, General Manager - Finance and IT, dated 31 July 2013, be received.

ISSUE: Northland Emergency Services Trust (NEST) Six Monthly Reporting for Period Ending 30 June 2013 and Approval to Make the First Quarter Payment for 2013/2014 to NEST

ID: A554704

To: Council Meeting, 27 August 2013

From: Lisa Aubrey, General Manager - Finance and IT

Date: 14 August 2013

Summary The purpose of this report is to provide a six monthly update on NEST operations for the period ending 30 June 2013 and obtain approval to pay the first quarter payment for the 2013/2014 financial year.

The report concludes with the recommendations that the report be received and that the first quarter payment of \$150,000 plus GST for the 2013/2014 financial year be approved for payment.

Report Type:	<input type="checkbox"/>	Normal operations	<input type="checkbox"/>	Information	<input checked="" type="checkbox"/>	Decision
Purpose:	<input type="checkbox"/>	Infrastructure	<input type="checkbox"/>	Public service	<input type="checkbox"/>	Regulatory function
	<input checked="" type="checkbox"/>	Legislative function	<input type="checkbox"/>	Annual\Long Term Plan	<input type="checkbox"/>	Other
Significance:	<input type="checkbox"/>	High	<input type="checkbox"/>	Moderate	<input checked="" type="checkbox"/>	Low

Background:

Council contribution to NEST in the 2013/2014 financial year

In adopting its final Long Term Plan on 26 June 2012, council agreed to provide a three-year commitment to make an annual \$600,000 funding contribution to NEST. A condition of receiving the funding contribution is for NEST to provide the council with six monthly reporting on the trust's financial position, the use of the rescue helicopter service, and report on any information that would have a bearing on both aspects.

The reporting is to be for the periods ending 30 June and 31 December and will be reported to council in August and February each year.

Attached are NEST's quarterly financial statements for the three months ending 30 June 2013 (with comparatives stated for the 12 months to 31 March 2013) and a CEO report from NEST's CEO, Peter Turnbull, for the period January 2013 to June 2013.

The funding contribution of \$600,000 plus GST will be paid to NEST quarterly in arrears, with a final wash-up made at year end based on the actual rates collected.

Approval is now sought from council for the payment of the first quarter payment of \$150,000 plus GST for the 2013/2014 financial year.

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Members from NEST will be present at the meeting to answer any questions councillors may have.

Legal compliance and significance assessment:

The activities detailed in this report are provided for in the council's 2012-2022 Long Term Plan, and as such are in accordance with council's decision making process and sections 76-82 of the Local Government Act 2002.

In relation to section 79 of the Local Government Act 2002, this issue is considered to be of low significance under council policy because it is part of normal day to day operations of council.

Recommendations:

1. That the report "Northland Emergency Services Trust (NEST) Six Monthly Reporting for the Period Ending 30 June 2013 and Approval to Make the First Quarter Payment for 2013/2014 to NEST", dated 14 August 2013, by Lisa Aubrey General Manager - Finance and IT, be received.
 2. That the first quarter payment of \$150,000 plus GST for the 2013/2014 financial year be approved for payment.
-

ISSUE: Request for Approval to Carry Forward Operational Budget from the 2012/2013 Financial Year into the 2013/2014 Financial Year

ID: A557902

To: Council Meeting, 27 August 2013

From: Steve Goddard, Management Accountant

Date: 14 August 2013

Summary: The purpose of this report is to seek approval to carry forward \$398,000 of unspent operational expenditure from the 2012/2013 financial year into the 2013/2014 financial year, and advise council of \$660,129 operational carry forwards relating to the River Management Schemes.

This report ends with a recommendation that the report be received, and that council be advised of the \$660,129 operational expenditure to be carried forward in relation to the Awanui River, Whāngārei Urban Rivers and Kerikeri-Waipapa River Schemes, and that council approve the operational expenditure carry forward from the 2012/2013 financial year into the 2013/2014 financial year of:

- a) \$316,000 for Planning and Policy related projects; *and/or*
- b) \$82,000 for Iwi related projects; *and/or*
- c) Any other operational expenditure carry forwards as agreed at the meeting.

Report Type:	<input checked="" type="checkbox"/> Normal operations	<input type="checkbox"/> Information	<input checked="" type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input type="checkbox"/> Legislative function	<input type="checkbox"/> Annual\Long Term Plan	<input checked="" type="checkbox"/> Other
Significance:	<input type="checkbox"/> High	<input type="checkbox"/> Moderate	<input checked="" type="checkbox"/> Low

Background:

As advised in the June 2013 council agenda, carry forwards of unspent 2012/2013 operational budgets are required to enable the completion of the various council projects in the 2013/2014 financial year.

Following the 30 June 2013 year-end staff review, which was based upon the actual operational expenditure incurred and the review of ongoing requirements, a total of \$1,058,129 is proposed to be carried forward into the 2013/2014 financial year.

Of the total \$1,058,129 carry forward, \$660,129 relates to River Management Scheme projects which are funded by targeted rates, and therefore, the funding is required to be applied specifically to these river schemes.

Explanations of the proposed operational expenditure to be carried forward from the 2012/2013 financial year to the 2013/2014 financial year are provided below:

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Planning and Policy: Proposed operating expenditure carry forward of \$316,000

Project	2012/2013 Actual Operating Expenditure	2012/2013 Revised Operating Budget	2012/2013 Subsidies no longer to be received	2012/2013 Potential Operating Carry Forwards	Proposed Operating Carry Forwards ex 2012/2013
Harbour/Catchment Management Plans	9,874.00	88,668.00		78,794.00	78,000.00
Whangarei Harbour	66,305.00	77,349.15		11,044.15	11,000.00
PC Coastal Moorings in Mooring Zones	2,723.00	41,285.29		38,562.29	25,000.00
Regional Coastal Plan	6,597.00	28,535.00		21,938.00	15,000.00
Project Aquaculture	50,447.00	103,214.53	34,297.00	18,470.53	18,000.00
Freshwater NPS Implementation	122,893.00	292,273.10		169,380.10	169,000.00
	\$ 258,839.00	\$ 631,325.07		\$ 338,189.07	\$ 316,000.00

Approval of \$316,000 operational expenditure carry forwards is sought in relation to:

- Harbour/Catchment Management Plans (\$78,000)**
 The catchment/harbour management plans are a product of our collaborative stakeholder working groups for freshwater management. In the 2012/2013 financial year there were delays in setting up the collaborative stakeholder and working groups for Mangere and Doubtless Bay, and the establishment of a Waitangi catchment group was put on hold while council worked with the existing Landcare Trust Group. The 2012/2013 underspend has been due to timing and the unspent funds budgeted in the 2012/2013 financial year are still required to support the groups in the 2013/2014 financial year
- Whāngārei Harbour (\$11,000)**
 The Whāngārei Harbour had its own harbour/catchment management action plan budget because the information and need for action for this catchment was developed further than the other catchments. This action plan has been completed but there were delays in establishing the collaborative stakeholder group. It is recommended that the unspent funds budgeted in 2012/2013 financial year be carried forward into the 2013/2014 financial year to fund the administration of the group.
- Policy Coastal Moorings in Mooring Zones (\$25,000)**
 The plan change has been completed but the mooring and marinas strategy component of the work programme has not yet been completed. There is no operational budget allocated in the 2013/2014 financial year to complete the mooring and marinas strategy. The consultation on the strategy is scheduled for September 2013 and the carry forward of unspent funds will allow the mooring and marinas strategy component to be completed, and in turn this strategy will be used in the Coastal Plan review and plan changes.
- Regional Coastal Plan (\$15,000)**
 Upon the Minister of Conservation approving the two outstanding plan changes, an operational carry forward of \$15,000 into the 2013/2014 financial year will be required to fund the administrative costs associated with producing and incorporating the approved plan changes into the Coastal Plan.

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- Project Aquaculture (\$18,000)**
 The plan change is before the Environment Court. Delays to the process have been outside of council's control, and the operational carry forward of unspent funds into the 2013/2014 financial year is necessary to resolve the outstanding appeals and make the plan change operative.
- Freshwater NPS Implementation (\$169,000)**
 The development of generic plan changes and priority catchment plan changes has been delayed by the pace of the decision making around the national objectives framework and reform of the RMA, aspects of the Waiora Northland Water programme, including agreement to use methods such as RIVAS, the setting up of collaborative groups, etc. The development of this work programme, including the science to support it, the development of good management practices and regulatory responses, will still be required and will need the involvement of the relevant committees of council, e.g. Regional Policy Committee and the Environmental Management Committee and the collaborative stakeholder groups that it is setting up. The government has not yet released the national objectives framework and council has not yet made decisions on the proposed RPS – this is planned for September 2013. It is recommended that the unspent 2012/2013 operational expenditure budget of \$169,000 is carried forward into the 2013/2014 financial year to allow the work programme to be completed.

Iwi Related Projects: Proposed operating expenditure carry forward of \$82,000

Description	2012/2013 Actual Operating Expenditure	2012/2013 Revised Operating Budget	2012/2013 Potential Operating Expenditure Carry Forward	Proposed Operating Expenditure Carry Forwards ex 2012/2013
Iwi Liaison Expenses	\$ 17	\$ 500	\$ 483	
Special Projects - IWI	\$ 11,667	\$ 80,000	\$ 68,333	\$ 50,000
Joint Iwi Monitoring Fund	\$ 1,440	\$ 15,000	\$ 13,560	\$ 12,000
Workshops & Iwi Liaison	\$ 2,207	\$ 7,000	\$ 4,793	\$ -
Iwi Environmental Mgmt. Plan	\$ 2,360	\$ 20,000	\$ 17,640	\$ 20,000
	\$ 17,691	\$ 122,500	\$ 104,809	\$ 82,000

Approval of \$82,000 operational expenditure carry forwards is sought in relation to:

- Special Projects – Māori engagement (\$50,000)**
 A \$30,000 operational expenditure carryover is proposed as councillors have previously specified this funding be allocated to Māori engagement as part of their deliberations on the 2012-2022 Long Term Plan. This budget was unspent in the 2012/2013 financial year as a suitable project in line with council's wishes was not identified. However, a programme of specific Māori engagement as part of council's new Waiora Northland Water project has since been identified and will require funding in the 2013/2014 financial year. Accordingly, staff recommend that \$30,000, along with another \$20,000 of unspent special projects funding, be carried forward into 2013/2014 to fund Māori engagement in relation to Northland-wide outstanding water bodies and catchments.

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- **Joint Iwi Monitoring Fund (\$12,000)**
A \$12,000 operational expenditure carryover into the 2013/2014 financial year is proposed to complete two projects previously reported to council. The projects are; testing for heavy metals in water and microbial source tracking in the Far North and testing for heavy metals in water in Whāngārei.
- **Iwi Environment Management Fund (\$20,000)**
Over the past year staff have proactively sought applications from stakeholders. An application was received on 23 May 2013 from Patuharakeke Te Iwi Trust Board. The contract is to review and extend a current hapu management plan. This contract is now finalised and will be delivered in the 2013/2014 financial year.

River Management Projects: Proposed operating expenditure carry forward of \$660,129

In accordance with the requirements of the Local Government Act 2002 and council's Revenue and Financing Policy, targeted rates must only be applied for the purpose for which they were collected. Therefore the following river management project carry forwards (which relate to, and are funded from targeted rates) are required to be made.

As part of the 2012/2013 financial year end process, operational surpluses arising from unspent River Management Scheme Targeted Rates have been transferred into the relevant Special Reserve, and these funds are available to be released in the 2013/2014 financial year to allow work programmes to continue.

Project	2012/2013 Actual Operating Expenditure	2012/2013 Revised Operating Budget	2012/2013 Potential Operating Expenditure Carry Forward	Proposed Operating Expenditure Carry Forwards ex 2012/2013
Awanui Rivers	335,540	549,951	214,411	110,225
Whangarei Urban Rivers	518,739	1,018,529	499,790	417,654
Kerikeri	54,204	207,857	153,653	132,250
	908,483	1,776,337	867,854	660,129

Approval of \$660,129 operational expenditure carry forwards is sought in relation to:

- **Awanui River Management (\$110,225)**
There have been delays in the completion of the preliminary design of the proposed Awanui flood scheme upgrades due to technical issues with the hydraulic model that have prolonged the programme of works. A carry forward of the unspent 2012/2013 operational expenditure budget is required to allow this work programme to be performed in the 2013/2014 financial year.
- **Whāngārei Urban Rivers Management (\$417,654)**
 - Rust Avenue bridge replacement \$250,000 due to changes in the Whāngārei District Council works programme. The revised programme for physical works on the bridge went to tender at the end of May 2013, and closed on 18 of June 2013. Construction is scheduled for completion by the end of November 2013.

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- Legal fees of \$143,737 relating to the designation and resource consent for the Kotuku Dam. This is due to the extended timeframe in processing and costs associated with the remainder of outstanding property purchases likely to be completed in 2013/2014.
- Consultancy services of \$23,917 in relation to design work for the Kotuku Dam. This was originally anticipated to eventuate in 2012/2013 and is now expected to occur in the 2013/2014 financial year.
- ***Kerikeri Waipapa Rivers Management (\$132,250)***
There have been delays in the contract for works being let as technical issues with the river model need to be resolved. A carry forward of the unspent 2012/2013 operational expenditure budget is required to allow this work programme to be performed in the 2013/2014 financial year.

The River Management operational carry forwards are funded from Special River Management Reserves. During the 2012/2013 year end process, operational surpluses arising from the above river management underspends have been transferred into the relevant Special Reserves, and these funds are available to be released in the 2013/2014 financial year to allow river work programmes to continue.

Legal compliance and significance assessment:

Decisions to carry forward unspent budgets into the next financial year are standard practice for local authorities in meeting their strategic planning commitments.

In relation to section 79 of the Local Government Act 2002, this issue is considered to be of low significance under council policy because it is part of normal day to day operations of council.

Recommendations:

-
1. That the report "Request for Approval to Carry Forward Operational Budget from the 2012/2013 Financial Year into the 2013/2014 Financial Year" by Management Accountant, Steve Goddard, dated 14 August 2013, be received.
 2. That the council be advised of the \$660,129 operational expenditure to be carried forward in relation to the Awanui River, Whāngārei Urban Rivers, and Kerikeri-Waipapa River Schemes.
 3. That the council approve the operational expenditure carry forward from the 2012/2013 financial year into the 2013/2014 financial year of:
 - a) \$316,000 for Planning and Policy related projects; *and/or*
 - b) \$82,000 for Iwi related projects; *and/or*
 - c) Any other operational expenditure carry forwards as agreed at the meeting.
-

ISSUE: Request for Approval to Carry Forward Capital Expenditure Budget from the 2012/2013 Financial Year into the 2013/2014 Financial Year

ID: A555557

To: Council Meeting, 27 August 2013

From: Simon Crabb, Finance Manager

Date: 8 August 2013

Summary The purpose of this report is to seek council approval to carry forward \$3,758,519 of unspent capital expenditure budget from the 2012/2013 financial year into the 2013/2014 financial year.

This report concludes with the recommendation that this report be received and that council approves the carry forward of \$3,758,519 unspent capital expenditure budget from the 2012/2013 financial year into the 2013/2014 financial year.

Report Type:	<input checked="" type="checkbox"/>	Normal operations	<input type="checkbox"/>	Information	<input checked="" type="checkbox"/>	Decision
Purpose:	<input type="checkbox"/>	Infrastructure	<input type="checkbox"/>	Public service	<input type="checkbox"/>	Regulatory function
	<input type="checkbox"/>	Legislative function	<input type="checkbox"/>	Annual\Long Term Plan	<input checked="" type="checkbox"/>	Other
Significance:	<input type="checkbox"/>	High	<input type="checkbox"/>	Moderate	<input checked="" type="checkbox"/>	Low

Background:

At the 18 June 2013 council meeting, council were advised that on completion of the 2012/2013 financial year, a final review would be performed on any ongoing capital projects and any proposed carry forward of capital expenditure would be presented to council for consideration and approval.

When developing the capital expenditure programme and budget, staff endeavour to schedule the ongoing renewals and replacements in a manner that smooths the expenditure, funding requirement, and the resulting work programme.

Finance staff ensure that all capital expenditure is adequately funded via depreciation over the expected useful life of the asset.

Following the 30 June 2013 year-end staff review, which was based upon the actual capital expenditure incurred and the review of ongoing requirements, a total of \$3,758,519 is proposed to be carried forward into 2013/2014.

2013/2014 capital budget

The capital expenditure budget published in the Annual Plan for 2013/2014 totalled \$1,973,767. The detail of this original capital expenditure programme and the proposed capital carry forwards are presented in the table provided in **Attachment 1**. The table shows:

- Column A: 2012/2013 capital expenditure budget (including revisions approved by council throughout the 2012/2013 year);
- Column B: 2012/2013 actual capital expenditure incurred;

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- Column C: Potential capital expenditure carry forwards if all the unspent 2012/2013 capital expenditure budget was carried forward into 2013/2014;
- Column D: Proposed capital expenditure carry forwards from 2012/2013 to 2013/2014 (an explanation for each proposal is provided in the next section);
- Column E: 2013/2014 new capital expenditure budget (**\$1,973,767** as adopted in the 2013/2014 Annual Plan);
- Column F: 2013/2014 council approved capital expenditure budget revisions. At this stage of the year there is only one approved capital expenditure revision, being a transfer of \$4,099 from operational expenditure to capital expenditure to fund the purchase of Geo-tech equipment for the Land and Rivers department;
- Column G: 2013/2014 proposed revised capital expenditure budget;
- Column H: 2013/2014 monthly phasing of the proposed revised capital expenditure budget.

It should be noted, staff are not proposing to carry forward all of the unspent capital expenditure from the 2012/2013 financial year with \$232,520 identified as savings and no longer required.

Explanations to proposed capital carry forward expenditure for 2013/2014

Information Systems: Proposed capital carry forward \$301,875

Approval of \$301,875 capital carry forward expenditure is sought in relation to:

- Integrated Regional Information System (IRIS) of \$175,100 to fund council's commitment to the Regional Council Collaborative Development Group (RCCDG) for the remainder of the IRIS development project. This was not expended in 2012/2013 (but remains a required contribution in 2013/2014) due to the staged implementation of this project.
- IT infrastructure of \$99,600 to fund the purchase of a generator to power the Water Street building in the event of a power outage. The purchase of this generator was delayed in 2012/2013 due to the lengthy process of finalising the electrical and engineering design, obtaining the construction quotes, and then was put on hold pending the outcome of the seismic evaluation.
- IT equipment replacement programme of \$27,175 to fund the purchase of ruggardised laptops which were not purchased in 2012/2013 as the required technology was not available. Staff will continue to trial new technology as it becomes available with a view to purchasing these laptops in early 2014.

Commercial Investments: Proposed capital carry forward \$76,548

Approval of \$76,548 capital carry forward expenditure is sought as:

- A provision of \$76,548 may need to be readily available for council at the time of renewing the Woolworths Kensington property lease.

Regional Information and Engagement: Proposed capital carry forward \$18,927

Approval of \$18,927 capital carry forward expenditure is sought in relation to:

- New display units required to better fulfil the varying needs of all council departments. The current display material is heavy, difficult to transport, requires a lot of storage, cannot be easily set up by one person and constantly requires repairing. One item in the display kit will feature a double sided wall with Waioara Northland Water branding on one side and generic council branding on the other. The purchase of these display units was delayed in 2012/2013 due to the lengthy process of finding an appropriate supplier that could satisfy council's varying needs and requirements.

ITEM: 7.4

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Monitoring: Proposed capital carry forward \$25,000

Approval of \$25,000 capital carry forward expenditure is sought to fund:

- Water monitoring equipment as part of council's contribution to a joint NIWA and Auckland Council led investigation of water clarity in the Kaipara Harbour. The equipment will be deployed on a fixed platform in the Kaipara Harbour and will provide real time continuous monitoring of water quality properties, sea state, and weather conditions. The purchase of this equipment was delayed in 2012/2013 as council had to wait for NIWA (lead agency of the project) to finalise the instrument requirements to be used on the fixed platform.

River Management: Proposed capital carry forward \$3,336,170

Approval of \$3,336,170 capital carry forward expenditure is sought in relation to:

- Whāngārei Urban River works of \$2,705,892, being the balance required to purchase the remaining properties for the Whāngārei Detention Dam.
- Kaeo Whangaroa River works of \$630,278, being the balance required to complete the Kaeo Stage 1 capital works which were delayed due to land use agreements not being secured in the 2012/2013 financial year.

Legal compliance and significance assessment:

Decisions to carry forward unspent budgets into the next financial year are standard practice for local authorities in meeting their strategic planning commitments.

In relation to section 79 of the Local Government Act 2002, this issue is considered to be of low significance under council policy because it is part of normal day to day operations of council.

Recommendations:

1. That the report "Request for Approval to Carry Forward Capital Expenditure Budget from the 2012/2013 Financial Year into the 2013/2014 Financial Year" by Finance Manager, Simon Crabb, dated 8 August 2013, be received.
 2. That the council approves the carry forward of \$3,758,519 unspent capital expenditure budget from the 2012/2013 financial year into the 2013/2014 financial year.
-

ATTACHMENT ONE		2012-2013 FINANCIAL YEAR			2013-2014 FINANCIAL YEAR ANNUAL BUDGET				2013-2014 REVISED CAPITAL EXPENDITURE BUDGET - PHASING BY MONTH												
		Column Ref A.	Column Ref B.	Column Ref C.	Column Ref D.	Column Ref E.	Column Ref F.	Column Ref G.	Column Ref H												
NORTHLAND REGIONAL COUNCIL CAPITAL EXPENDITURE		2012-2013	2012-2013	2012-2013	PROPOSED CAPITAL EXPENDITURE CARRY FORWARDS ex 2012-13	2013-2014 ADOPTED CAPITAL EXPENDITURE BUDGET	2013-2014 CAPEX EXPENDITURE REVISIONS Approved in 2013-14	2013-2014 REVISED CAPITAL EXPENDITURE BUDGET													
		REVISED CAPITAL EXPENDITURE BUDGET	ACTUAL CAPITAL EXPENDITURE	POTENTIAL CAPITAL EXPENDITURE CARRY FORWARD					Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-13	Feb-14	Mar-14	Apr-14	May-14	Jun-14	
IT001	Infrastructure	623,430	414,868	208,562	99,600	309,600	0	409,200	0	99,600	53,200	0	103,200	0	0	123,200	0	30,000	0	0	
ITS01	IT equipment replacements, and cabeling	122,092	157,704	(35,612)	27,174	106,296	0	133,470	0	0	0	0	45,408	0	0	72,583	0	0	0	15,480	
IT006	Financial System replacement, transition & intergra	430,000	389,132	40,868	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
IT029	EDRMS - Licenses	0	5,000	(5,000)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
IT032 01	IRIS Development	159,980	192,145	(32,167)	63,507	0	0	63,507	0	0	40,525	0	0	40,525	0	0	84,050	0	0	0	
IT032 02	IRIS PMO Costs	51,500	28,181	23,319	9,893	0	0	9,893	0	0	2,500	0	0	2,500	0	0	5,000	0	0	0	
ITS02	IRIS Migration Intergration and Other	473,520	272,297	201,223	101,700	0	0	101,700	0	0	0	0	0	0	0	0	0	0	0	0	
IT033	Server Room Gas/Fire Suppression	40,000	39,887	113	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL INFORMATION SYSYEMS		\$1,900,520	\$1,499,213	\$401,307	\$301,875	\$415,896	\$0	\$717,771	\$0	\$99,600	\$96,225	\$0	\$148,608	\$43,025	\$0	\$195,783	\$89,050	\$30,000	\$0	\$15,480	
COM002	Woolworths Kensington Building Upgrade	94,803	0	94,803	76,548	0	0	76,548	0	0	0	0	0	0	0	0	0	0	0	76,548	
COM003	45 Hewlett Road riparian fencing and planting	46,300	24,100	22,200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
COM007	Flyger Road fencing and water reticulation	0	0	0	0	58,354	0	58,354	0	0	19,451	19,451	19,451	0	0	0	0	0	0	0	
COM008	APN Level 1 toilet refurbishment	0	40,455	(40,455)	(0)	0	0	(0)	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL COMMERCIAL		\$141,103	\$64,555	\$76,548	\$76,548	\$58,354	\$0	\$134,902	\$0	\$0	\$19,451	\$19,451	\$19,451	\$0	\$0	\$0	\$0	\$0	\$0	\$76,548	
RIE001	Camera replacements	3,500	2,773	727	(0)	0	0	(0)	0	0	0	0	0	0	0	0	0	0	0	0	
RIE002	Awning for Show Trailor	2,049	0	2,049	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
RIE003	Large Display wall (inside)	15,000	1,678	13,322	18,927	0	0	18,927	0	0	18,927	0	0	0	0	0	0	0	0	0	
RIE004	Gazebo for events	4,200	3,889	311	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
RIE005	Outside Display	3,000	0	3,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL REGIONAL INFORMATION & ENGAGEMENT		\$27,749	\$8,341	\$19,408	\$18,927	\$0	\$0	\$18,927	\$0	\$0	\$18,927	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
REG001		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
REG025		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL REGIONAL ECONOMIC DEVELOPMENT		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TNS025		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL TRANSPORT		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
MON001	Water Quantity Equipment	45,000	51,839	(6,839)	(0)	18,576	0	18,576	0	7,000	0	6,000	0	0	0	5,576	0	0	0	0	
MON003	Telemetry GPRS - Vodafone G3 replacement for G2	0	0	0	0	18,886	0	18,886	0	0	6,295	0	0	6,295	0	0	6,296	0	0	0	
MON004	Kaipara project - Freshwater and Coastal	37,000	6,192	30,808	25,000	0	0	25,000	0	25,000	0	0	0	0	0	0	0	0	0	0	
MON005	Water quality instruments (Lab)	0	0	0	0	7,224	0	7,224	0	0	903	903	903	903	903	903	903	903	0	0	
MON006	Mapping Software NIWA	20,000	16,723	3,277	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
MON007	Web entry Software WAP and WQ	7,000	0	7,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
MON008	Hydropro Software	8,000	8,257	(257)	(0)	0	0	(0)	0	0	0	0	0	0	0	0	0	0	0	0	
MON009	Tribble XT GPS	0	0	0	0	13,519	0	13,519	0	0	0	0	0	13,519	0	0	0	0	0	0	
MON010	Sedi Sampling Equip	0	0	0	0	14,448	0	14,448	0	0	0	0	0	0	0	0	14,448	0	0	0	
MON013	Replace Water quality instruments	0	0	0	0	12,384	0	12,384	0	0	1,548	1,548	1,548	1,548	1,548	1,548	1,548	1,548	0	0	
MON015	Digital Scale	1,000	0	1,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
MON016	Gas Monitor	0	0	0	0	2,085	0	2,085	0	0	0	2,085	0	0	0	0	0	0	0	0	
MON017	Chemical Collection containers	1,500	0	1,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
MON018	Cameras GPS units	1,500	854	646	(0)	1,548	0	1,548	0	774	0	0	0	0	774	0	0	0	0	0	
MON42	National Land and Water NZ website development	15,000	10,000	5,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
MON44	Air Quality Monitoring - Kerikeri Site (NEW)	0	0	0	0	5,000	0	5,000	0	0	0	0	0	0	0	0	5,000	0	0	0	
MON45		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
LND001	Google Earth Pro	400	0	400	0	413	0	413	0	413	0	0	0	0	0	0	0	0	0	0	
TOTAL MONITORING		\$136,400	\$93,866	\$42,534	\$25,000	\$94,082	\$0	\$119,082	\$0	\$33,187	\$8,746	\$10,536	\$2,451	\$22,265	\$3,225	\$8,027	\$28,195	\$2,451	\$0	\$0	

ATTACHMENT ONE		2012-2013 FINANCIAL YEAR			2013-2014 FINANCIAL YEAR ANNUAL BUDGET				2013-2014 REVISED CAPITAL EXPENDITURE BUDGET - PHASING BY MONTH											
		Column Ref A.	Column Ref B.	Column Ref C.	Column Ref D.	Column Ref E.	Column Ref F.	Column Ref G.	Column Ref H											
NORTHLAND REGIONAL COUNCIL CAPITAL EXPENDITURE		2012-2013	2012-2013	2012-2013	PROPOSED CAPITAL EXPENDITURE CARRY FORWARDS ex 2012-13	2013-2014 ADOPTED CAPITAL EXPENDITURE BUDGET 2013-14 Annual Plan	2013-2014 CAPEX EXPENDITURE REVISIONS Approved in 2013-14	2013-2014 REVISED CAPITAL EXPENDITURE BUDGET												
		REVISED CAPITAL EXPENDITURE BUDGET	ACTUAL CAPITAL EXPENDITURE	POTENTIAL CAPITAL EXPENDITURE CARRY FORWARD					Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-13	Feb-14	Mar-14	Apr-14	May-14	Jun-14
LND002	PC Life Span	5,000	0	5,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LND003	Modelling PC	1,300	0	1,300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LND004	Rivers Auto Cad Arc GIs Upgrade	2,600	2,650	(50)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LND005	GPS for site visits	600	0	600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LND006	Robotic Total system	33,000	32,818	182	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LND007	Kaeo - Whangaroa river works	697,185	66,907	630,278	630,278	0	0	630,278	0	0	0	126,056	126,056	126,056	126,056	126,054	0	0	0	0
LND008	Awanui - Waihoe Gate	100,000	0	100,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LND009	Awanui - River Works (Retention Wall)	0	156,833	(156,833)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LND011	Whangarei River Works	0	0	0	0	534,369	0	534,369	0	0	0	0	0	0	0	0	0	0	0	534,369
LND012	Awanui - Renewal Programme	52,805	0	52,805	0	52,805	0	52,805	0	0	0	0	0	0	0	52,805	0	0	0	0
LND013	Whangarei River Works - Land Purchase	4,563,631	1,857,739	2,705,892	2,705,892	0	0	2,705,892	0	7,522	752,174	351,304	360,870	0	0	0	1,108,500	0	0	125,522
LND015	Geotech Equipment	0	0	0	0	0	4,099	4,099	0	4,099	0	0	0	0	0	0	0	0	0	0
TOTAL LAND & RIVERS		\$5,456,121	\$2,116,947	\$3,339,174	\$3,336,170	\$587,174	\$4,099	\$3,927,443	\$0	\$11,621	\$752,174	\$477,360	\$486,926	\$126,056	\$126,056	\$178,859	\$1,108,500	\$0	\$0	\$659,891
BIO017	Hand Held Thermal imaging camera (NEW)	0	0	0	0	5,000	0	5,000	5,000	0	0	0	0	0	0	0	0	0	0	0
BIO018	Floating Dock Treatment Facility	0	0	0	0	50,000	0	50,000	0	0	0	25,000	25,000	0	0	0	0	0	0	0
BIO025		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL BIOSECURITY		\$0	\$347	-\$347	\$0	\$55,000	\$0	\$55,000	\$5,000	\$0	\$0	\$25,000	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EME001	Television (CDEM) & UHF Aerial (NEW)	0	0	0	0	1,250	0	1,250	0	1,250	0	0	0	0	0	0	0	0	0	0
EME025		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL EMERGENCY MANAGEMENT		\$0	\$0	\$0	\$0	\$1,250	\$0	\$1,250	\$0	\$1,250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MAR002	Aids to Navigation - New	34,000	17,350	16,650	0	20,000	0	20,000	0	0	0	0	5,000	5,000	0	5,000	5,000	0	0	0
MAR003	Aids to Navigation - Renewals	34,000	17,287	16,713	(0)	62,000	0	62,000	0	0	0	0	15,500	15,500	0	15,500	15,500	0	0	0
MAR004	Information Signs	12,000	12,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MAR006	Cameras, GPS units, VHF radios and other minor eq	1,600	810	790	(0)	0	0	(0)	0	0	0	0	0	0	0	0	0	0	0	0
MAR007	Oil Spill Trailor	2,000	6,950	(4,950)	0	5,000	0	5,000	0	5,000	0	0	0	0	0	0	0	0	0	0
MAR008	Salvage Pump	0	0	0	0	3,096	0	3,096	0	0	3,096	0	0	0	0	0	0	0	0	0
MAR009	Truck Replacement	0	0	0	0	127,355	0	127,355	0	127,355	0	0	0	0	0	0	0	0	0	0
MAR012	Vessels - other capital work	6,900	6,895	5	0	30,000	0	30,000	0	0	0	0	15,000	15,000	0	0	0	0	0	0
MAR025	Barge (12x3M)	97,000	76,415	20,585	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MAR026	1.5 tonne digger	15,000	0	15,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MAR027	25hp outboard motor	5,000	0	5,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MAR028		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL MARITIME		\$207,500	\$137,708	\$69,792	-\$1	\$247,451	\$0	\$247,450	\$0	\$132,355	\$3,096	\$0	\$35,500	\$35,500	\$0	\$20,500	\$20,500	\$0	\$0	\$0
SUP001	CEO Corporate Discretionary Provision	50,000	27,020	22,980	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SUP002	Vehicle replacement programme	300,000	296,108	3,892	(0)	309,600	0	309,600	0	0	150,000	0	0	75,000	0	0	84,600	0	0	0
SUP003	Furniture Fitting and Refurbishment	20,000	20,525	(525)	0	20,640	0	20,640	0	0	5,160	0	0	5,160	0	5,160	0	0	5,160	0
SUP004	Desk set up (previously in IT)	30,000	12,346	17,654	0	30,960	0	30,960	0	0	7,740	0	0	7,740	0	7,740	0	0	7,740	0
SUP007	Air conditioning units replacment (REVISED)	100,000	101,378	(1,378)	0	126,465	0	126,465	0	0	0	0	0	0	0	63,233	63,233	0	0	0
SUP008	Roof Replacement - 36 Water Street (NEW)	0	0	0	0	26,895	0	26,895	0	0	0	0	0	0	0	13,448	13,448	0	0	0
SUP009	Office Creation and Modification (NEW)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL DEMOCRACY & CORPORATE SERVICES		\$500,000	\$457,377	\$42,623	\$0	\$514,560	\$0	\$514,560	\$0	\$0	\$162,900	\$0	\$0	\$87,900	\$0	\$76,680	\$89,580	\$84,600	\$0	\$12,900
GRAND TOTAL - NRC		\$8,369,393	\$4,378,353	\$3,991,039	\$3,758,519	\$1,973,767	\$4,099	\$5,736,384	\$5,000	\$278,013	\$1,061,519	\$532,347	\$717,936	\$314,746	\$129,281	\$479,849	\$1,335,825	\$117,051	\$0	\$764,819

ISSUE: Request for Approval to Set Aside Funds in the Environment Fund Reserve from the 2012/2013 Financial Year into the 2013/2014 Financial Year

ID: A561170

To: Council Meeting, 27 August 2013

From: Kym Ace, Financial Systems Administrator

Date: 12 August 2013

Summary The purpose of this report is to seek council approval to set aside \$6,354 of unspent budgeted Environment Fund monies from the 2012/2013 financial year and make them available in the 2013/2014 financial year.

It concludes with the recommendation that this report be received and that in accordance with council policy, council approve the setting aside of \$6,354 in the Environment Fund Reserve from the 2012/2013 financial year and making it available in the 2013/2014 financial year for the completion of the one remaining multi-year project relating to council's portion of a Department of Conservation BioCondition Fund qualifying project, and that council approve the repayment of \$3,215, relating to the 2012/2013 over allocation, from the 2013/2014 Environment Fund budget provision to the Environment Fund Reserve.

Report Type:	<input checked="" type="checkbox"/>	Normal operations	<input type="checkbox"/>	Information	<input type="checkbox"/>	Decision
Purpose:	<input type="checkbox"/>	Infrastructure	<input type="checkbox"/>	Public service	<input type="checkbox"/>	Regulatory function
	<input type="checkbox"/>	Legislative function	<input checked="" type="checkbox"/>	Annual\Long Term Plan	<input type="checkbox"/>	Other
Significance:	<input type="checkbox"/>	High	<input type="checkbox"/>	Moderate	<input checked="" type="checkbox"/>	Low

Background:

Since 2009 the council has operated an Environment Fund reserve account to provide for surety of funding for approved multi-year projects and to *“enable any unallocated funds remaining at the end of the financial year, to be held in the reserve account to assist with worthy projects that may arise the following year”*.

Any expenditure to be funded from unclaimed, unspent funds set aside in the reserve will be approved via current delegated authority or by the Environmental Management Committee or council (for projects in excess of \$20,000) prior to any expenditure commitment taking place.

Land and Biosecurity staff keep in contact with Environment Fund recipients, tracking project progress during the course of the year, but that late withdrawals or budget underspends are inevitable due to the nature of the work. The over allocation of the Environment Fund by up to 10% approved in the September 2012 council meeting has overcome the majority of these issues that we have previously experienced. This over allocation has resulted in \$3,215 being advanced from the 2013/2014 Environment Fund allocation.

ITEM: 7.5

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Environment Fund balance sheet

The table below provides a summary of the various fund types, the associated budget allocation and actual expenditure relating to the Environment Fund for the 2012/2013 financial year.

In the 2012/2013 financial year, council budgeted a total of \$526,000 for the Environment Fund consisting of \$410,000 relating to land management projects, \$41,000 for the 10% over allocation and \$75,000 relating to Biosecurity projects. The approved carry forward from the 2011/2012 year was \$130,051 providing a total budget, excluding the non-rated BioCondition Fund, of \$656,051 for the 2012/2013 financial year.

The budget for the 2013/2014 financial year is \$485,000.

	Reference	Budget 2012/2013	Actual Expenditure 2012/2013	Specific Projects Proposed to be Carried Forward at 30/6/12	General Funds Proposed to be Set Aside as at 30/6/13
Land	1	\$410,000	\$410,000		
Land – 10% over allocation	2	\$41,000	\$3,215		
Biosecurity	3	\$75,000	\$75,000		
Accrued from 2011/12	4	\$105,344	\$105,344		
Carried forward for specific projects	5	\$24,707	\$18,353	\$6,354	
Sub-total		\$656,051	\$611,912	\$6,354	
DOC BioCondition Fund	6	\$85,000*	\$35,133		
		\$741,051	\$647,045	\$6,354	\$0
Total to be c/f to Environment Fund Reserve					\$6,354

* - not rated for

A summary of each funding source and an explanation of why specific projects are proposed to be carried forward are provided below.

1. Land	\$410,000 is provided by council. The total funds were spent on new projects in 2012/2013.
2. 10% over allocation	In September 2012 council approved staff to over allocate the Environment Fund budget by up to 10% of the total available budget to offset the risk of budget carry forward, and that any actual over allocation be borrowed from the Land Management Reserve and repaid from the following year's Environment Fund allocation. The actual spend needing to be recovered in the 2013/2014 financial year is \$3,215.
3. Biosecurity	\$75,000 is provided by council. The total funds were spent on new projects.
4. Accrued from 2011/12	The \$105,344 general carry forward funds were spent on the poplar and willow distribution (\$31,120) and the balance (\$74,224) reallocated and spent on new projects.

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5. Carried forward for specific projects	<p>The specific project carried forward to 2012/2013 was:</p> <ul style="list-style-type: none"> One multi-year BioCondition Fund project being NRC share of Josephson Farms project (\$24,706.69). The project work for 2012/13 was completed leaving \$6,354 to complete the project in 2013/2014. Works to date have been approved by the Department of Conservation – Bio Condition Fund Administrators.
6. DOC Bio Fund	<p>External funding of \$26,941 was received from DOC for two projects.</p> <p>DOC funding is provided on an application by application basis and is subject to meeting specified criteria. Council applies for these funds on an annual basis. If the project is not completed within the agreed timeframes, council would be required to refund the money to DOC.</p>

Setting the funds aside in a specific reserve ensures the funding committed for multi-year projects will be readily available and will not impact on the current year's funding allocation. Funds set aside in a specific Environment Fund reserve ensures the funds are not available to be used for any other purposes.

Legal compliance and significance assessment:

Decisions to carry forward unspent budgets into the next financial year are standard practice for local authorities in meeting their strategic planning commitments.

In relation to section 79 of the Local Government Act 2002, this issue is considered to be of low significance under council policy because it is part of normal day to day operations of council.

Recommendations:

-
1. That the report "Request for Approval to Set Aside Funds in the Environment Fund Reserve from the 2012/2013 Financial Year into the 2013/2014 Financial Year" by Financial Systems Administrator, Kym Ace, dated 12 August 2013, be received.
 2. That the council approve the setting aside of \$6,354 in the Environment Fund Reserve from the 2012/2013 financial year and making it available in the 2013/2014 financial year for the completion of the one remaining multi-year project relating to council's portion of a Department of Conservation BioCondition Fund qualifying project.
 3. That council approve the repayment of \$3,215, relating to the 2012/2013 over allocation, from the 2013/2014 Environment Fund budget provision to the Environment Fund Reserve.
-

ISSUE: Funding Assistance for Kaeo Flood Vulnerable Homes - Update**ID:** A559289**To:** Council Meeting, 27 August 2013**From:** Bruce Howse, Land/Rivers Senior Programme Manager**Date:** 9 August 2013

Summary The purpose of this report is to provide council with an update on progress with funding assistance to reduce flood risk to flood vulnerable homes in Kaeo. It concludes with the recommendation that council supports increased funding allocation for two property owners.

Report Type:	Normal operations	<input checked="" type="checkbox"/>	Information	<input type="checkbox"/>	Decision	<input type="checkbox"/>
Purpose:	Infrastructure	<input checked="" type="checkbox"/>	Public service	<input checked="" type="checkbox"/>	Regulatory function	<input type="checkbox"/>
	Legislative function	<input type="checkbox"/>	Annual\Long Term Plan	<input type="checkbox"/>	Other	<input type="checkbox"/>
Significance:	High	<input type="checkbox"/>	Moderate	<input type="checkbox"/>	Low	<input checked="" type="checkbox"/>

Report:**Introduction**

In November 2011 the Department of Internal Affairs (DIA) confirmed funding assistance of \$257,000 for assisting the reduction of flood risk to the 14 most vulnerable homes in Kaeo. Any of the DIA funding that remains unallocated by November 2016 is required to be returned to DIA as a condition of the funding deed. Far North District Council (FNDC) contributed \$275,000, which provides a total of \$532,000 funding. Northland Regional Council (NRC) was not a cash contributor to the funding assistance, as up to July 2010 NRC had already spent a total of \$885,000 on the flood mitigation strategy development, flood modelling, flood warning system and river clearance works.

Home owner funding agreement update

Staff have written to the property owners that were not subject to a funding agreement requesting that they undertake steps to have a funding agreement signed and in place with NRC by 30 June 2013. Property owners were advised that should a funding agreement not be in place by 30 June 2013, then eligibility for funding may be reassessed by council.

Table 1 **attached** provides a summary of the status of funding assistance agreements and other details. Nine property owners have funding assistance agreements in place with council. Two of the nine have completed the agreed works.

This leaves a total of five properties where funding agreements are not in place. The situation with the remaining five properties is as follows:

- One property owner does not believe anything can be done for their property, and does not wish to make use of the funding assistance.

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- One property owner would potentially remove their dwelling from the flood plain if additional funding assistance were available.
- Two property owners in the Waiare Valley have not been able to identify any particular works on their properties to reduce flood risk to their dwellings, but there is potential for some river channel clearance works to offer some modest reduction in risk. Staff propose that up to \$20,000 of the funding assistance be made available to undertake river clearance works in this area to reduce flood risk to these two properties.
- No.49 Dip Road changed ownership in July 2013. The house was re-piled and raised prior to the two large floods in 2007, and prior to detailed information on flood levels being available. Neither of the 2007 floods reached the floor level of the dwelling. The floor level of the dwelling is 4.45 m (OTP64). Flood modelling results for No.49 Dip Road predict a 100 year flood (with climate change) level of 5.3 m (OTP64), the 100 year flood level is estimated to be 4.6 m (OTP64). The new owners do not wish to raise the floor level of their dwelling, given the dwelling has already been raised to a level that is close to estimated 100 year flood level. The new owners wish to make use of the funding assistance by creating a raised storage area (for vehicles and other goods) and a flood deflection bank to assist protect their property from flooding. Staff propose to formalise a funding assistance agreement with the new owners on this basis.

Funding status

A total of \$532,000 of funding is potentially available for the 14 properties.

At the March 2012 meeting of the Kaeo River–Whangaroa Catchment Liaison Committee, it was agreed that the funding would be shared evenly amongst the 14 properties. On this basis, funding of up to a maximum of \$38,000 was made available for each home owner.

To date \$66,800 has been paid out to the two home owners that have completed the works. Up to \$266,000 is committed via the remaining seven agreements that are in place. Approximately \$5,000 is required for the registration of encumbrances and legal fees.

This leaves a total of \$136,200 remaining for allocation (assuming funding of up to \$38,000 is made available to the owners of No.49 Dip Road, and up to \$20,000 is made available for river clearance works in the Waiare Valley).

Options for allocation of remaining funding*Increasing funding assistance on a case by case basis*

Staff recommend that council consider increasing the quantum of funding assistance available on a case by case basis.

The owners of No.23 Dip Road have advised that they would relocate their dwelling from the Kaeo flood plain if up to \$60-\$80k of funding were made available. The owner has been quoted \$60-\$80k to move the dwelling to a new site within 30 km of Kaeo. This quote does not include the cost of services such as power, water and waste.

The owners of No.27 Waikoura Road have signed a funding agreement with NRC, but have advised of increased cost implications, and enquired if further funding could be made available to assist them complete their works. They have advised that the total cost of works to lift their dwelling is \$94,000, and they are seeking extra funding above the \$38,000 already granted.

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Staff are not aware of any other situations where home owners are not able to complete the works based on the funding agreements that are already in place. On this basis staff consider it is more appropriate to increase the available funding assistance to enable the works to be completed and risk reduced, as opposed to achieving full equity by maintaining an even distribution of funding assistance.

Staff recommend that council supports the provision of up to \$68,000 of funding for No.23 Dip Road, on the provision that the dwelling is removed from the Kaeo flood plain and an encumbrance placed on the title of the property to prevent future rebuilding of a dwelling on the site.

Staff recommend that up to a further \$30,000 of funding is made available for No.27 Waikoura Road to enable the owners further funds to complete their works, which would bring the total funding contribution to \$68,000. Staff consider that the lifting of a house on site should be able to be completed within this amount of funding.

If council supported the provision of additional funding for these two situations, the total funding left remaining out of the \$532,000 would be \$38,200. Staff will discuss this approach with the funding partners (DIA and FNDC) to gauge their support for this approach. Pending support from all parties, staff will then formalise the funding assistance agreements.

Legal compliance and significance assessment:

The activities detailed in this report are provided for in the council's 2012-2022 Long Term Plan and as such are in accordance with the council's decision making process and sections 76-82 of the Local Government Act 2002.

With reference to section 79 of the Local Government Act 2002, this matter is considered to be of low significance under council policy as it is a matter of day to day operations provided for in the council's Long Term Plan.

Recommendations:

1. That the report "Funding Assistance for Kaeo Flood Vulnerable Homes – Update", from Bruce Howse, Land/Rivers Senior Programme Manager, dated 9 August 2013, be received.
 2. That council supports the provision of up to \$68,000 of funding for No.23 Dip Road, on the provision that the dwelling is removed from the Kaeo flood plain and an encumbrance placed on the title of the property to prevent rebuilding of a dwelling on site.
 3. That council supports the provision of up to a further \$30,000 of funding for No.27 Waikoura Road to enable the owners further funds to complete their works, which would bring the total funding contribution to \$68,000.
-

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Table 1 - Summary of Funding and Other Details

Property	Funding Agreement Status	Agreed Flood Risk Reduction Works	Potential Flood Risk Reduction Works	Comments	Funding Provided or Agreed	Recommendation for Funding
138 Dip Road	Works completed and paid out.	Retrospective funding for lifting floor level to above 100 year flood level.	N/A	N/A	\$28,800	N/A
18 Dip Road	Works completed and paid out.	Remove dwelling from flood plain. Encumbrance registered against title that prevents buildings or dwellings from being constructed on the site. Title amalgamated with neighbouring property.	N/A	N/A	\$38,000	N/A
27 Wa koura Road	Agreement in place.	Lift floor level to above 100 year flood level.	N/A	Owners have since advised that the \$38k funding will not be sufficient to complete works. They estimate the engineer, moving the house, driving the piles, and the builder, comes to approximately \$94,000.	Up to \$38,000	Increase funding by \$30k, so that the total funding available is up to \$68k.
156 Dip Road	Agreement in place.	Retrospective funding for lifting floor level to above 100 year flood level + 500 mm freeboard.	N/A	N/A	Up to \$38,000	N/A
16 Leigh Street	Agreement in place.	Demolition of building. Encumbrance registered against title that prevents rebuilding on site for residential accommodation, unless floor level is constructed as to be above 100 year flood level.	N/A	N/A	\$38,000	N/A
41 Dip Road	Agreement in place.	Retrospective funding for lifting floor level to above 100 year flood level.	N/A	N/A	Up to \$38,000	N/A
21 Leigh Street	Agreement in place.	Abandonment of dwelling. Encumbrance to be registered against title that prevents dwelling being used for accommodation, and any new buildings on site to be constructed with a floor level that is above 100 year flood level.	N/A	N/A	\$38,000	N/A
114 Dip Road	Agreement in place.	Lift floor level to above 100 year flood level.	N/A	N/A	Up to \$38,000	N/A
72 Green Lane	Agreement in place.	Either relocating dwelling from flood plain, demolition of dwelling or raising dwelling floor level above 100 year flood level.	N/A	N/A	Up to \$38,000	N/A

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Property	Funding Agreement Status	Agreed Flood Risk Reduction Works	Potential Flood Risk Reduction Works	Comments	Funding Provided or Agreed	Recommendation for Funding
49 Dip Road	No agreement.	No agreement.	Owner wishes to create a raised site for vehicle/goods storage and a flood deflection bund.	New property owners who took possession in July 2013.	N/A	Up to \$38k for raised site and deflection bank works.
175 Leigh Street	No agreement.	No agreement.	Owner does not believe anything can be done for her property and does not wish to make use of funding assistance.	This would be a very difficult and costly property to undertake works given the 'sprawling' nature of the dwelling.	N/A	No funding
23 Dip Road	No agreement.	No agreement.	Relocate dwelling to owners land outside of Kaeo.	Owner has advised that \$60 - \$80k assistance is required to relocate dwelling from site.	N/A	Up to \$68k, conditional on dwelling being relocated from Kaeo flood plain and encumbrance placed on title.
3254 Waiare Road	No agreement.	No agreement.	Berm lowering on the true right bank opposite the property would appear to offer potential, and may be in the vicinity of \$15k to complete.		N/A	\$20k for berm lowering and river works (the \$20k to also fund the works in river to benefit 2988 Waiare Road).
2988 Waiare Road	No agreement.	No agreement.	Owner has suggested some river channel maintenance works. This is a steep incised section of channel with no flood plain, and works would achieve a modest reduction in risk to property.		N/A	Refer recommendation for 3254 Waiare Road.

ISSUE: Amendments to Elected Members' Expenses and Allowances Policy August 2013

ID: A554011

To: Council Meeting, 27 August 2013

From: Vibeke Wright, Policy Advisor

Date: 15 July 2013

Summary The purpose of this report is to advise the council of necessary changes to its allowances and expenses policy as advised recently by the Remuneration Authority. It recommends council approve the changes and that staff submit the policy to the Remuneration Authority for approval.

Report Type:	<input checked="" type="checkbox"/> Normal operations	<input type="checkbox"/> Information	<input type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input type="checkbox"/> Legislative function	<input type="checkbox"/> Annual\Long Term Plan	<input checked="" type="checkbox"/> Other
Significance:	<input type="checkbox"/> High	<input type="checkbox"/> Moderate	<input checked="" type="checkbox"/> Low

Report:

The council will recall that in June 2013 it resolved some changes to its Elected Members' Expenses and Allowances Policy, and directed staff to seek approval for these from the Remuneration Authority¹. More recent advice from the Authority has identified some additional changes are necessary. This paper therefore seeks a resolution from the council to:

- Clarify policy provisions for mileage, travel time and communications allowances both now and after the election; and
- Reduce the need for further policy amendment during the 2013-16 triennium.

Previously, the Remuneration Authority approved policies and provided salary determinations annually (and bi-annually in an election year). It now intends to do this work triennially unless specific issues arise for a council that warrant a review. The Authority has also suggested that council policies should allow for automatic updates in respect of mileage, travel time and communications allowances, in the event that the value permitted for any of these is changed as a result of a determination made during the triennium.

The revised policy document **attached** therefore includes changes for:

- **Part 3.5** – A “catch-all” provision that enables the council organisation to change the maximum value for mileage, travel time and communications allowances to match any determination issued by the Remuneration Authority from time to time during the coming triennium. (NB: this provision could replace Parts 7.1, 7.2 and 8 as follows, but for clarity and transparency it is recommended the values in those parts be specified in the policy.) Any changes to the maximum allowances will be reported to the council.
- **Part 4.5** – Provides for the council to make use of loyalty reward schemes (e.g. airpoints, airdollars, etc.) for the benefit of the council. A procedure to administer the system will be developed in due course.

¹ As required by the Local Government Act 2002, Schedule 7, Clause 6

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- **Part 7.1** – Updates the mileage allowance available for qualifying mileage both now and after the election.
- **Part 7.2** – Updates the values and parameters for claiming the travel time allowance both now and after the election.
- **Part 8** – Sets out policy provisions for communications allowances after the election. In brief, it is the Remuneration Authority's preference that the council organisation provides councillors with communications equipment and services during the triennium. If a councillor's particular circumstances mean this policy cannot apply, then the Authority has decided to limit the annual allowances available to that councillor for use of his or her own equipment and services.
- **Part 10** – Updates the policy and maximum values for resource consent hearings (including meeting and preparation time).
- **Miscellaneous grammar and punctuation changes, officer responsible.**

Legal compliance and significance assessment:

The activities detailed in this report are part of the council's day to day operations and are in accordance with the Local Government Elected Members (2012/13) (Certain Local Authorities) Determination 2012, and Remuneration Authority guidelines. In relation to section 79 of the Local Government Act 2002, this issue is considered to be of low significance.

Recommendations:

1. That the report "Amendments to Elected Members' Expenses and Allowances Policy" August 2013 by Vibeke Wright, Policy Advisor, dated 15 July 2013, be received.
 2. That approval of the Remuneration Authority be sought for changes made to the Elected Members' Allowances and Expenses Policy as shown as track changes in Appendix A.
-



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Northland Regional Council

Elected Members' Expenses and Allowances Policy

June August 2013

(Refer ~~GM~~ Finance and Information Policy Advisor for updates)

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1 Document Review Approval

Date	Section Amended	Sign
16 November 2010	Policy Approved	Approved by Remuneration Authority
21 June 2011	7(1)(1)(d), 7(2)	Approved by Remuneration Authority 6 July 2011
18 June 2013	2, 3.1, 3.4, 3.5, 4.5, 7.1, 7.2, 8, 10	

2 Preface

The Northland Regional Council has the following Mission Statement:

"The Northland Regional Council will provide policies, guidance and resources which encourage and enable the Northland community to manage and enhance its environment in a sustainable manner."Through growth, putting Northland first by providing regional leadership, environmental protection, economic opportunities and integrated infrastructure."

This manual has been established for Managers, Team Leaders and employees as a reference and to reinforce our Elected Members' Expenses and Allowances policies and procedures.

Elected Members' Expenses and Allowances Policy confirmed:

.....
Chief Executive Officer
Northland Regional Council

~~November 2010~~ August 2013

3 Purpose of this Policy

3.1 General Purpose

In addition to remuneration, elected members of the Northland Regional Council are entitled as set out in this policy to:

- Claim actual and reasonable expenses, in full or in part;
- Vehicle mileage and travel time allowance;
- Communication allowance;
- Resource consent hearing fees (with exception of Chairman).

Elected members may choose ~~to not~~ to seek payment of claim these allowances or ~~reimbursement of these~~ expenses.

3.2 Principle of Reimbursement

In general terms the payment of expenses is governed by evaluating a claim against the principle that elected members should not incur personal expense in the performance of their representational or governance functions and that fair and reasonable expenses incurred in the course of their representational or governance functions should be reimbursed by the Council.

3.3 Claims for Expenses Not Covered by Policy

Claims for expenses other than those listed here will generally not be considered except in special circumstances. In the event that an elected member wishes to seek reimbursement for an expense not detailed in this policy, the Chief Executive Officer, or his officers, shall be guided by the Auditor-General's 2007 good practice guide on "Controlling Sensitive Expenditure: Guidelines for Public Entities" and advise the Chairman, who will make the final decision, or in the case of claims from the Chairman, the deputy Chairman.

3.4 Evidence of Expenses

With the exception of mileage and travel time allowances, all other expense claims require supporting receipts. For mileage expenses, please refer to the policy statements in the "Vehicle Mileage and Travel Time Allowance" section of this policy.

All expense claims must:

- Clearly state the business purpose of the expenditure;
- Be accompanied by adequate original supporting documentation;
- Document the date, amount, description and purpose of minor expenditure when receipts are unavailable; and
- Be submitted promptly (within one month) after the expenditure is incurred.

3.5 Maximum amounts payable for mileage, travel and communication allowances

Despite the inclusion of specific allowance values for mileage, travel and communications in this policy, maximum amounts payable will be automatically adjusted to match maximums fixed by the Remuneration Authority from time to time during the triennium.

4 Travel Expenses

4.1 Chairman's Car

1. Council will provide a vehicle, which may be garaged at the Chairman's home with full private use permitted. In accordance with Remuneration Authority methodology, a reduction in gross salary based $\{ \text{value of vehicle} \} \times 47\% \times \{ 20\% - \text{maximum deduction} \}$ will be made;
2. For the avoidance of doubt, the Chairman is entitled to claim under the policy provisions for 'Vehicle Mileage Allowance' in the event of the Chairman's private vehicle being used for Chairman duties.

4.2 Pool Cars

1. Elected members are entitled to make use of Northland Regional Council pool cars for use on official Council business, in which case the 'Staff Vehicle Use Policy' shall apply.

4.3 Rental Vehicles

1. If a rental car is required by an elected member when travelling away from home on local authority business and a Council pool car is not available, arrangement and payment for the vehicle shall be booked and arranged directly between the Northland Regional Council and the rental car company, with fuel expenses reimbursed to the elected member on production of receipts. Further, there should not be unreasonable or extensive private use of the vehicle. In these cases, "away from home" means outside of the Region; within the Region it is expected that a Council pool car would be used in the first instance.

4.4 Air Travel

1. If required, Council will meet 100% of any air travel costs (or the equivalent airfare or mileage, whichever is the lower) required by an elected member, subject to that travel being necessary for the fulfillment of the member's role as directed and approved the Chairman, or the deputy Chairman or the Chief Executive Officer in the Chairman's absence. Travel is to be booked and arranged by the Northland Regional Council.

4.5 Airline Clubs/Airpoints/Airdollars

1. Subscriptions to airline clubs (such as the Koru Club), shall be at each member's discretion and own expense, with the exception of the Chairman whose subscription shall be arranged by the Northland Regional Council.
2. The Northland Regional Council will not provide or maintain 'airpoints' or 'airdollars' subscriptions or programmes. Loyalty reward schemes such as airpoints or airdollars provide a benefit to the customer for continuing to use a particular supplier of goods and services. Where air travel is paid for by the council under this policy the loyalty reward will be treated as the property of council. Council will as far as practicable apply those rewards for the benefit of the council according to its documented procedures.

4.6 Other Travel

1. If required, Council will reimburse or meet the actual and reasonable costs of any 'other travel' (e.g. ferry fares, bus fares, car parking fees, etc.) undertaken in the fulfillment of an elected member's role on official Council business.
2. 'Other travel' expenses may be claimed for meetings, workshops, and conferences.

5 Conference & Training Costs

1. If required, Council will meet 100% of any conference fees or training costs required or incurred by an elected member, subject to that cost being necessary for the fulfilment of the member's role as directed and approved by the Chairman or by a resolution of Council in a public meeting and arranged by Northland Regional Council. In the case of the Chairman, any conferences, training or meetings attended will be reported to Council monthly.

6 Accommodation Costs whilst away at Conferences, Seminars, etc.

1. Council will meet 100% of any accommodation required by an elected member, subject to that accommodation being necessary for the fulfilment of the member's role as directed and approved by the Chairman or by a resolution of Council in a public meeting and arranged by Northland Regional Council.
2. Reimbursements for mini-bar purchases or 'in-house' movies will not be made.

6.1 Meals and Sustenance, Incidental Expenses

1. Meals purchased by an elected member while away from home on Council business may be reimbursed for actual and reasonable costs, on production of receipts.
2. Meal expenses may not be claimed if a meal is provided as part of another package paid for by the entity.

6.2 Private Accommodation Paid For By Local Authority

1. No private accommodation (e.g. apartments) will be provided to any member.

6.3 Private Accommodation Provided By Friends/Relatives

1. An allowance of \$50 per night may be paid to an elected member for accommodation provided by friends/relatives of the elected member when travelling away from home on local authority business. The value of this allowance is commensurate with provisions in the staff policy.

6.4 Hospitality & Entertainment Allowances & Expenses

1. Allowances or expenses reimbursement for hospitality and/or entertainment will only be considered where these are:
 - (a) Cost-effective and appropriate for the occasion;
 - (b) Approved by the Chairman and Chief Executive Officer or the Deputy Chairman and the Chief Executive Officer, in the case of the Chairman;
 - (c) Substantiated by appropriate documentation that includes receipts, names of parties entertained, and the reasons for the entertainment and hospitality.

6.5 Subscriptions to Clubs or Associations

1. Expenses will not be reimbursed, nor allowances paid, in respect of membership of subscriptions to clubs or associations, except where there is a clear relationship between the elected member's role within the local authority and the club or association (e.g. Society of Local Government Managers).

7 Vehicle Mileage & Travel Time Allowance

7.1 Vehicle Mileage Allowance

1. A vehicle mileage allowance may be claimed in accordance with the Local Government Elected Members Determination for an elected member's use of

their own vehicle, including travel to and from the members residence, if the travel is:

- (a) In the member's own vehicle; and
- (b) By the most direct route that is reasonable in the circumstances; and
- (c) On the local authority's business
- (d) Equal to or greater than 30 kilometres per day.

2. The vehicle mileage allowance is payable to elected members at the rate of \$0.74 per kilometre (\$0.77 per kilometre from 13 October 2013) for the first 5000 kilometres of qualifying mileage traveled in any one year and \$0.35 per kilometre (\$0.37 per kilometre from 13 October 2013) thereafter.

3. Mileage claims must be made monthly.

4. A local authority's business is defined as:

- (a) Public Council, Committee/Sub-Committee meetings as noted in the formal meeting calendar. Claims will only be paid for travel to such public meetings at which an elected member is entitled to vote, unless policy statement 4(c) below applies.
- (b) Council, Committee/Sub-committee, as noted in the formal meeting calendar. Claims will only be paid for travel to such workshops at which the elected member has been elected or appointed to the forum concerned, unless policy statement 4(c) below applies.
- (c) Attendance at other meetings or workshops, conferences, site visits relating to an appointed portfolio, and civic functions. Travel claims outside of these areas will only be approved if there is evidence of prior approval of the Chairman (or Deputy Chairman in the Chairman's absence) or the Chief Executive Officer.

7.2 Travel Time Allowance

1. Council will pay a travel time allowance to its members for travel by a member, including travel to and from the member's residence, if the travel is:

- (a) On the local authority's business;
- (b) By the quickest form of transport reasonable in the circumstances; and
- (c) The travel time of the member exceeds 1 hour.

2. The allowance payable for each day under clause 1 is:-

- (a) at no more than \$15 per hour (\$35 per hour from 13 October 2013); but
- (a)(b) only in respect of the travel for that day that exceeds 1 hour.

~~2. The travel allowance is \$15.00 per hour.~~

~~3. The maximum payment to any one elected member in a year is 100 hours.~~

~~4.~~

~~5.3.~~ The Chairman of the Northland Regional Council is not entitled to claim a travel time allowance.

~~6.4.~~ Travel time allowance claims must be made monthly.

8 Communication Allowance

7.38.1 Policy until 13 October 2013

1. Council will pay ~~a \$750 per annum (prorated) as~~ communications allowance to its members towards the expenses of all or any of the following:

- (a) A mobile telephone;
- (b) A computer or ancillary equipment;
- (c) An internet connection.

~~2. The maximum allowance available under the Local Government Elected members Determination is \$750 and will be paid monthly on a pro-rated basis.~~

~~2. However, the allowance is not payable to a member ~~on~~ the extend that the local authority where the Council has provided him or her with 1 or more of the following:~~

- ~~a. The use of a mobile telephone;~~
- ~~b. The use of computer and ancillary equipment;~~
- ~~a-c. An internet connection.~~

8.2 Policy after 13 October 2013

1. The council will provide required communication devices (e.g. mobile phone, computer and/or tablet, scanner, printer, and any ancillary consumables or services, including standard internet connection) to elected members for the purpose of fulfilling their responsibilities. The cost of devices and service provision will be met by the council. Devices remain the property of the council and must be returned to the council at the Chief Executive's request. Devices may be replaced or updated triennially. Reimbursement of elected members' costs for any services or consumables in addition to those provided under this clause require proof of expenditure and will be at the Chief Executive's discretion.

2. An elected member who uses their own communication devices, services and ancillary consumables may claim annual allowances as set out in the following table, **provided that** the total maximum allowance in a single year does not

exceed \$1050. Reimbursement of costs for other ancillary consumables shall be on a cost recovery basis supported by proof of expenditure.

<u>Item/Service</u>	<u>Maximum Allowance</u>
<u>PC, laptop, tablet hardware</u>	<u>\$150 per device</u>
<u>Printer hardware</u>	<u>\$40</u>
<u>Telephone hardware (mobile or handset)</u>	<u>\$60</u>
<u>Personal landline/internet connection service</u>	<u>\$250</u>
<u>Personal mobile phone connection, including calls, text and data</u>	<u>\$400</u>

89 Credit Cards

1. The Chairman will be entitled to be issued with a Council credit card. The credit card may only be used for Council related expenditure and all expenditure must be supported by appropriate supporting documentation.
2. The Chairman of ~~the~~ Audit and Finance Committee will be responsible for authorising the Chairman credit card expenditure on a monthly basis. In the event that the Chairman of the Audit and Finance Committee benefits from the expenditure, the Deputy Chairman or another councilor not involved in the transaction shall approve the expenditure.

910 Resource Consent Hearing Fees

1. A member who acts as the chairperson of a non-council initiated resource consent hearing is entitled to be paid a fee of ~~\$85~~ 100 per hour of **hearing time**.
2. A member who is not the chairperson of a non-council initiated resource consent hearing is entitled to be paid a fee of ~~\$68~~ 80 per hour of **hearing time**.
3. For any period of hearing time that is less than 1 hour, the fee must be apportioned accordingly.
4. If the Chairman of the Northland Regional Council acts as the Chairperson of a resource consent hearing the Chairman is not entitled to be paid a fee.
5. ~~The definition of a~~ resource consent **hearing time** is provided ~~under clause 7 of the~~ in the currently effective Local Government Elected Members ~~(2010/11)~~

~~(Except Auckland)~~ Determination ~~2010~~ fixed by the Remuneration Authority and attached herewith as Appendix 1.

4011 Tax Treatment

Withholding Tax

1. Council is only required to deduct withholding tax from payments that it makes to members for any *work or services* that they perform.
2. Reimbursements that Council pays to members for expenditure incurred as an elected member while on Council-related business or any allowances that a member may receive from Council are *not* subject to withholding tax.

112 Appendix 1 - Definition of Resource Consent Hearing

As provided in the Local Government Elected Members (2012/13) Certain Local Authorities Determination 2012, for the purpose of Resource Consent Hearing Fees **Resource Consent Hearing** means:

- (a) *a hearing arising from a resource consent application made under section 88 of the Resource Management Act 1991; or*
- (b) *a hearing arising from a notice of requirement given under section 168 of the Resource Management Act 1991; or*
- (c) *a formal pre-hearing meeting held under section 99 of the Resource Management Act 1991 as a preliminary step before a hearing referred to in paragraph (a) or (b); or*
- (d) *a hearing relating to a private change in a district or regional plan or policy statement requested under clause 21 of Schedule 1 of the Resource Management Act 1991; or*
- (e) *a mediation hearing in the Environment Court as part of an appeal from a decision of a local authority; or*
- (f) *a hearing on an objection against a charge fixed by the local authority under section 36 of the Resource Management Act 1991.*

A **Resource Consent Hearing** does not include:

- (a) *a hearing of submissions as part of the process of preparation of a district or regional plan or policy statement; or*
- (b) *a hearing relating to a change or variation in a district or regional plan or policy statement requested by the local authority; or*
- (c) *a hearing relating to a notice of requirement initiated by the local authority; or*
- (d) *any other hearing not specified in subclause (1).*

Hearing time means:

- (a) *time spent by a member in hearing a resource consent hearing; and*
- (b) *includes the time spent by a member:*
 - i. *in formal committee deliberations; and*
 - ii. *at a formal pre-hearing meeting held under section 99 of the Resource Management Act 1991; and*

- iii. *at a formal site inspection as part of a group inspection or as part of a pre-hearing meeting; and*
- iv. *in determining a notified resource consent application where a formal hearing does not take place.*

Hearing time does not include time spent by a member:

- (a) *preparing for a resource consent hearing; or*
- (b) *inspecting a site, except where (b)(iii) above applies.*

**ISSUE: Northland Port Corporation (NZ) Ltd –
Appointment of Directors and AGM 2013**

ID: A560799

To: Council Meeting, 27 August 2013

From: Malcolm Nicolson, Chief Executive Officer

Date: 9 August 2013

Summary The purpose of this report is to agree the annual appointment process of directors to the Board of Northland Port Corporation (NZ) Ltd, the council's nominees, and to delegate the ability to exercise the council's vote at the 2013 Annual General Meeting (AGM). It concludes with recommendations that Craig Brown and the CEO be authorised to exercise the council's vote.

Report Type:	<input type="checkbox"/>	Normal operations	<input type="checkbox"/>	Information	<input checked="" type="checkbox"/>	Decision
Purpose:	<input type="checkbox"/>	Infrastructure	<input type="checkbox"/>	Public service	<input type="checkbox"/>	Regulatory function
	<input type="checkbox"/>	Legislative function	<input checked="" type="checkbox"/>	Annual/Long Term Plan	<input checked="" type="checkbox"/>	Other
Significance:	<input type="checkbox"/>	High	<input type="checkbox"/>	Moderate	<input checked="" type="checkbox"/>	Low

Introduction:

Each year the council has the opportunity to nominate Directors to the Board of Northland Port Corporation (NZ) Ltd (NPC). Nominations close on 6 September 2013. To continue the momentum of the board and in recognition of the skills and contribution of current board members I recommend that council nominate Sir John Goulter and Peter Griffiths. I have been advised that the AGM will occur in October after council elections but before the inaugural council meeting of the next triennium. It is normal practice for the Chairman of the council (or other such person as he may appoint) to attend the AGM and exercise the council's vote. Council's vote is conventionally exercised in favour of its nominees. I therefore recommend that subject to Craig Brown's availability that he attend the AGM and exercise the council's vote in favour of Peter Griffiths and Sir John Goulter and the reduction in the number of directors to seven.

Background:

In July 2013 council resolved (as the majority shareholder in NPC), that the number of directors be reduced from eight to seven at the October 2013 AGM and the company has been asked to make the necessary arrangements to give effect to this resolution.

The three retiring directors are Councillor Ian Walker, Peter Griffiths, and Sir John Goulter. Sir John is the current Chairman of NPC appointed in 2012, and is considered to be an independent director. Council nominated him as a director after a rigorous selection process in 2011. Peter Griffiths is also considered to be an independent director. He too was nominated by council in 2010, after a rigorous selection process. Councillor Ian Walker is a current councillor and has been a member of the board since 2006. Given the professionalisation of the board that council has achieved through its nominations and the closer shareholder relationship

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the council has developed with the board, despite Councillor Walker's experience, there is no longer a need or a benefit to appointing a councillor as a designated member of the board.

Directors due to retire by rotation that offer themselves for re-election are normally eligible without further nomination. However, council's July resolution means that at the AGM only two of the three retiring directors are able to be re-elected to the board.

Although NPC is exempt from being classified as a Council Controlled Organisation, the council has previously applied the standards and requirements of its Policy on the Appointment of Directors to Council Organisations to nominate individuals for the role of NPC director. However, in this instance both Sir John and Peter Griffiths possess the skills necessary to perform the roles, their re-election would maintain the momentum of the board and their re-nomination without public advertisement and interview process would be cost effective for the ratepayer. I therefore recommend that they be re-nominated without further process.

It is customary for the AGM to address other motions, e.g. director fees.

Legal compliance and significance assessment:

This issue is of low significance, provided for in the council's 2012-2022 Long Term Plan, and is consistent with council's previous decisions and its role as the majority shareholder in NPC.

Recommendations:

-
1. That the report "Northland Port Corporation (NZ) Ltd – Appointment of Directors and AGM 2013" by Malcolm Nicolson, Chief Executive Officer, dated 9 August 2013, be received.
 2. That council nominates Sir John Goulter and Peter Griffiths as directors of the Northland Port Corporation (NZ) Limited.
 3. That Craig Brown, or other such person as he may appoint, be authorised to exercise the council's vote at the 2013 Annual General Meeting of the Northland Port Corporation (NZ) Limited.
 4. That Craig Brown (or his appointee) votes to elect Sir John Goulter and Peter Griffiths as directors of the Northland Port Corporation (NZ) Limited.
 5. That Craig Brown (or his appointee) vote to reduce the number of directors of the Northland Port Corporation (NZ) Limited to seven.
-

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ISSUE: Environment Fund Resourcing for Land Management Initiatives**ID:** A559245**To:** Council Meeting, 27 August 2013**From:** Bruce Howse, Land/Rivers Senior Programme Manager**Date:** 2 August 2013

Summary The purpose of this report is to confirm the proposed approach for the Environmental Management Committee's recommended increase in Environment Fund funding. It concludes with the recommendations:

1. That the report be received.
2. That the council adopt the proposed changes to allocation and funding subsidies in line with the criteria set out in Table 1, with the changes taking effect for new applications received after 31 August 2013; and to increase funds available by up to \$400,000 in the 2013-14 financial year from the NRC Land Management Reserve.
3. That the increased funds are drawn down from the Land Management Reserve on a progressive basis throughout the year, with approved fund applications and budget status updates provided to the Environmental Management Committee.

Report Type:	<input checked="" type="checkbox"/>	Normal operations	<input type="checkbox"/>	Information	<input type="checkbox"/>	Decision
Purpose:	<input type="checkbox"/>	Infrastructure	<input checked="" type="checkbox"/>	Public service	<input type="checkbox"/>	Regulatory function
	<input type="checkbox"/>	Legislative function	<input type="checkbox"/>	Annual\Long Term Plan	<input type="checkbox"/>	Other
Significance:	<input type="checkbox"/>	High	<input type="checkbox"/>	Moderate	<input checked="" type="checkbox"/>	Low

Introduction:

At the Environmental Management Committee meeting of 30 July 2013 the committee resolved "*That the committee recommends to council to adopt the proposed changes to allocation and funding subsidies in line with the criteria set out in Table 1 below, with the changes taking effect for new applications received after 31 August 2013; and to increase funds available by up to \$400,000 in the 2013-14 financial year from the NRC Land Management Reserve.*" Table 1 is **attached**.

It is noted that the Environmental Management Committee recommendation applies to the current financial year only, and any future Environment Fund increases would go through the normal Annual Plan process.

The purpose of this report is to confirm the proposed approach for the recommended increase in Environment Fund funding.

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Funding

It is proposed that the additional funding be drawn down on a progressive basis from the Land Management Reserve based on progress and demand throughout the year. As per current procedures, approved funding applications and budget status updates would be provided to the Environmental Management Committee, with the committee approving the draw down and transfer from the Land Management Reserve as required throughout the year.

Proposed budget lines have been added to Table 1 to provide an indication of the likely upper funding allocation quanta across work priorities. Staff are not recommending that these funding allocation quanta be fixed (other than the total funding quantum of up to \$885,000), as the demand per funding stream is an unknown.

An example under the NPS Freshwater Initiatives funding stream, providing support for “Outstanding Waterbodies” could include an application from the Kaipara District Council/Taharoa Domain Governance Committee for works assistance in the Kai Iwi Lakes catchment.

As per Table 1, a separate “Biosecurity Fund”, operating alongside the Environment Fund, would be created to ensure that qualifying pest control projects outside the Community Pest Control Area programme are assisted. Also funding for drystock fencing projects has been adjusted from a minimum, maximum range of \$2000 to \$7000 to a range of \$1000 to \$7000.

Funding beyond 2013/14

The committee’s recommendation for increased funding applies to the current financial year only. Future Environment Fund increases would go through the normal Annual Plan process. Staff intend to undertake this work as part of the 2014/15 Annual Plan development process.

Legal compliance and significance assessment:

The activities detailed in this report are provided for in the council’s 2012-2022 Long Term Plan and as such are in accordance with the council’s decision-making process and sections 76-82 of the Local Government Act 2002.

This decision is considered to be of low significance under council policy, because the activities are existing council land and water management priorities as detailed in the 2012-22 Long Term Plan or Annual Plan 2013-14, and the funding is from the Land Management Reserve accumulated from the Land Management Rate, which is collected to fund these activities.

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Recommendations:

1. That the report Environment Fund Resourcing for Land Management Initiatives by Bruce Howse, Land/Rivers Senior Programme Manager, dated 2 August 2013, be received.
 2. That council adopt the proposed changes to allocation and funding subsidies in line with the criteria set out in Table 1, with the changes taking effect for new applications received after 31 August 2013; and to increase funds available by up to \$400,000 in the 2013-14 financial year from the NRC Land Management Reserve.
 3. That the increased funds are drawn down from the Land Management Reserve on a progressive basis throughout the year, with approved fund applications and budget status updates provided to the Environmental Management Committee, with the committee approving the draw down and transfer from the Land Management Reserve as required throughout the year.
-

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Table 1: Recommended changes to allocation and funding subsidies

	Farm properties - water quality improvement and biodiversity¹	Top wetlands	NPS priority catchments/ lakes and community groups²	Soil conservation - poplar poles and willows	CoastCare	Biosecurity³	Total
Proposed budget lines (funding of up to)	\$590,000	\$70,000	\$50,000	\$25,000	\$30,000	\$120,000	\$885,000
Recommended subsidy up to	Dairy farm waterway fencing 30%; funding range \$1000 to \$5000. Dry stock 50%; funding range \$1000 to \$7000.	50%	Up to 100%	50% provision of materials (i.e. poles provided at \$4 each)	100% provision of materials	100% provision of materials	
Land owner contribution	Balance of cost of works or labour and/or materials			Plant material purchased at 50% cost	Labour	Labour	
Current funding (per annum)	\$410,000					\$75,000	\$485,000
Current subsidy is up to	50%; cap for waterway fencing \$10,000	50%	N/A	100% provision of materials	100% provision of materials	100% provision of materials	

¹ Focused on supporting water quality and biodiversity initiatives on farm properties, supporting the Farm Water Quality Improvement Plan programme.

² Supporting water quality initiatives within NPS Freshwater Priority Catchments/Lakes and for supporting other community-group based land management initiatives.

³ Funding to ensure that qualifying pest control projects outside the Community Pest Control Area programme are assisted. Recommend that this funding is established under a separate "Biosecurity Fund" that operates alongside the Environment Fund.

ISSUE: Amendments to the Regional Transport Committee Terms of Reference**ID:** A561316**To:** Council Meeting, 27 August 2013**From:** Chris Taylor, Council Secretary**Date:** 14 August 2013

Summary The purpose of this report is to present amendments to the Regional Transport Committee's Terms of Reference to reflect the changes made by the Land Transport Management Amendment Act 2003. The report concludes with the recommendation that council approve the amendments and also resolve not to discharge the committee with the coming into office of the new council.

Report Type:	<input type="checkbox"/>	Normal operations	<input type="checkbox"/>	Information	<input checked="" type="checkbox"/>	Decision
Purpose:	<input type="checkbox"/>	Infrastructure	<input type="checkbox"/>	Public service	<input type="checkbox"/>	Regulatory function
	<input checked="" type="checkbox"/>	Legislative function	<input type="checkbox"/>	Annual\Long Term Plan	<input type="checkbox"/>	Other
Significance:	<input type="checkbox"/>	High	<input type="checkbox"/>	Moderate	<input checked="" type="checkbox"/>	Low

Background:

The majority of the Land Transport Management Amendment Act 2003 took effect on 12 June 2013 and has direct implications for the Regional Transport Committee (the committee), namely:

- Reducing the statutory membership of the committee to the district councils, NZTA and the regional council.
- The new requirement for a "Regional Land Transport Plan (the new Plan)" to be prepared by each region. Essentially the new Plan is the current Regional Land Transport Programme with the addition of objectives and policies with a longer lifespan. There is no longer a requirement for a separate Land Transport Strategy.
- The Public Transport Management Act 2008 has been repealed and provisions for regulation of passenger transport are now included in the Land Transport Management Amendment Act 2003. The new framework is considered to be generally consistent with the existing Regional Public Transport Plan.
- Removing the committee's ability to prepare a regional fuel tax scheme for Northland.

The Regional Transport Committee's terms of reference appear as **Attachment A**, with the recommended amendments to accurately reflect the changes made by the Land Transport Management Amendment Act 2003.

Given the council is required by law to have a Regional Transport Committee, it is further recommended that council resolve that the Regional Transport Committee not

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be discharged on the coming into office of the new council. This will ensure the continuation of current work programmes and avoid unnecessary delays.

Legal compliance and significance assessment:

The information provided in this report and the recommended resolutions comply with the relevant legislation; clauses 30, 31 and 32 of the Local Government Act 2002 which provide for councils to establish subordinate decision making bodies. Taking into account the council's Significance Policy, this matter is of low significance.

Recommendations:

1. That the report "Amendments to the Regional Transport Committee Terms of Reference" by Chris Taylor, Council Secretary, dated 14 August 2013, be received.
 2. That the council hereby amends the Regional Transport Committee Terms of Reference as detailed in **Attachment A** to the staff report.
 3. That the council, pursuant to clause 30(7) of Schedule 7 of the Local Government Act 2002, resolve that the Regional Transport Committee shall not be deemed to be discharged on the coming into office of the members of the council elected or appointed at the 2013 triennial general election of members.
-

COMMITTEE TERMS OF REFERENCE

Regional Transport Committee

Membership

The Regional Transport Committee (the committee) comprises two (2) councillors (as Chairperson and Deputy Chairperson) plus a representative from each of the district councils and a representative from the New Zealand Transport Agency, ten (10) appointed members representing the interests specified in section 105 (2) of the Land Transport Management Act 2003, as follows:

Chairperson
Cr John Bain

Deputy Chairperson
Cr Joe Carr

Members:

Cr Craig Brown (ex-Officio)
Cr Steve McNally representing the Far North District Council
Cr Greg Martin representing the Whāngārei District Council
Commissioner Peter Winder representing the Kaipara District Council
Mr Stephen Town representing the NZ Transport Agency
~~Mr Tony Norman representing public health~~
~~Mr Ken Rintoul representing economic development~~
~~Mr Steve Westgate representing environmental sustainability~~
~~Mr Rawson Wright representing cultural interests~~
~~A representative from the New Zealand Police, safety and security~~
~~Mr Howeth Mountain representing access and mobility~~

Quorum

The quorum for meetings of the committee shall be half of the members (including vacancies).

Terms of Membership

Should any member appointed to represent an outside organisation ~~or group~~ be absent without prior leave from two consecutive meetings of the committee, that person's appointment is automatically terminated.

Should a vacancy occur in the membership of the committee, the Committee Secretary (or person fulfilling that role) shall report this to the next meeting of the council for determination as to whether or not the nominating organisation ~~or group~~ is to be invited to nominate a replacement.

Members of the committee representing outside organisations ~~or groups~~, are expected to regularly report back to their nominating organisation on matters discussed at committee meetings.

Voting Rights

~~Members of the committee who do not represent an approved organisation as defined under the Land Transport Management Act 2003, have full speaking rights but may not vote on the matters related to the Regional Land Transport Programme.~~

At any meeting of the committee, the Chair, or any other person presiding at the meeting, has a deliberate vote, and in the case of an equality of votes, does not have a casting vote (and therefore the act or question is defeated and the status quo is preserved). This is a requirement of the Land Transport Management Act 2003 (the Act) and therefore takes precedence over council's standing orders.

Functions

- 1) To prepare for approval by the Northland Regional Council:
 - (a) a Regional Land Transport Plan Strategy for the Northland region, or any variations to the plan strategy or any reports on the plan strategy prepared under the Act;
 - ~~(b) a Regional Land Transport Programme for the Northland region, or any variations to the programme prepared under the Act;~~
 - ~~(c) a regional fuel tax scheme for the Northland region if the Regional Transport Committee decides to recommend a scheme;~~
 - (d) a Regional Public Transport Plan, or any variations to the plan prepared under the Public Transport Management Act; and
 - (e) to provide the regional council with any advice and assistance the regional council may request in relation to its transport responsibilities.
- 2) To adopt a policy that determines significance in respect of variations made to the Regional Land Transport Plan Programme ~~and the Regional Land Transport Strategy.~~
- 3) To regularly monitor and review progress towards the adoption and implementation of the Regional Land Transport Plan Strategy.
- ~~4) To regularly monitor the implementation of the Regional Land Transport Programme.~~
- ~~5) To monitor and review any regional fuel tax scheme approved for the region.~~
- 6) To approve procedures and requirements for implementing the council's public passenger transport service registration functions under the Transport Services Licensing Act.
- 7) To advise the council on any significant legislative changes, programmes, plans or reports relating to the region's land transport system.
- 8) To liaise with Ministry of Transport, New Zealand Transport Agency, the Commissioner of Police, district councils, and other interests on land transport matters, and advise the council on appropriate new initiatives.

- 9) To regularly monitor and review progress towards the performance targets and outcomes relative to land transport contained in the current Long Term Plan and Annual Plan.

Delegated Authority – Power to Act

- 1) Does not have the powers of council to act in the following instances as specified by Clause 32 (1) of Schedule 7 of the Local Government Act 2002:
 - a) make a rate;
 - b) make a bylaw;
 - c) borrow money, or purchase or dispose of assets, other than that in accordance with the current Long Term Plan or Annual Plan;
 - d) adopt a Long Term Plan, or Annual Plan, or Annual Report;
 - e) appoint a Chief Executive; or
 - f) adopt policies required to be adopted and consulted on under this Act in association with a Long Term Plan or developed for the purpose of the Local Governance Statement.
- 2) Does have the ability to appoint subcommittees to deal with any matters of responsibility within the committee's Terms of Reference and areas of responsibility, and to make recommendations to the committee on such matters. (Any subcommittee shall not have power to act other than by a resolution of the committee with specific limitations where there is urgency or special circumstance.)
- 3) Does have the ability to make decisions in accordance with the Terms of Reference.

Power to Act (for the information of council)

- 1) To prepare an annual report on the Regional Land Transport Plan ~~Strategy and Regional Land Transport Programme~~.
- 2) To co-ordinate regional road safety activities.
- 3) To monitor transport activities of the regional council, territorial authorities and New Zealand Transport Agency in order to report on progress of the Regional Land Transport Plan ~~Strategy~~.

Power to Recommend to Council

- 1) To prepare and recommend the Regional Land Transport Plan ~~Strategy, Regional Land Transport Programme~~ and Regional Public Transport Plan. To consider and recommend transportation planning studies and associated outcomes.
- 2) To provide recommendations to relevant government agencies on transport priorities and the allocation of national regional transport funds.

ISSUE: Request to Support Northland Regional Sports Facilities Plan**ID:** A559865**To:** Council Meeting, 27 August 2013**From:** Malcolm Nicolson, Chief Executive Officer**Date:** 6 August 2013

Summary The purpose of this report is to present a request from Sport Northland to financially support a review and update of the Northland Regional Sports Facilities Plan 2008. It concludes with the recommendation that support should be offered on the conditions that:

- The district councils within Northland be involved in the process;
- Regional sports organisations be widely consulted and involved in the review and update;
- The resulting documents be made publicly available.

Report Type:	<input type="checkbox"/> Normal operations	<input type="checkbox"/> Information	<input checked="" type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input checked="" type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input type="checkbox"/> Legislative function	<input type="checkbox"/> Annual\Long Term Plan	<input type="checkbox"/> Other
Significance:	<input type="checkbox"/> High	<input checked="" type="checkbox"/> Moderate	<input type="checkbox"/> Low

Background:

Sport Northland has requested Northland Regional Council to fund 50% of an estimated \$50,000 cost to review and update the Northland Regional Sports Facilities Plan 2008. The request and the plan are **attached**.

Discussion:

The Northland Regional Sports Facilities Plan 2008 (and its accompanying "Information Report" which sets out the data and analysis for the plan's findings) was developed to "guide and inform the Northland Regional Council's decision making processes...to prioritise options for regional sport facility developments over the next 20 years"¹. The plan development appears to have been linked to the council's Recreational Facilities Rate, which was first struck in 2006-2016 Long Term Council Community Plan.

The current funding request arises now because Sport Northland wishes to review whether the plan was successful and to update it, extending its scope to district-level facilities.

The council is therefore asked to consider whether it wishes to support the \$25,000 funding request. Matters to inform the council's decision are set out below.

¹ At around the same time, the Northland Regional Council also developed a complementary document called the "Northland Regional Outdoor Recreation Facilities Plan", which intended "to guide and inform the Northland Regional Council's decision making processes ... to prioritise options for regional outdoor recreation facility developments over the next 20 years".

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Available funding

There is budget available to meet this request, if that is the council's wish.

- There is currently about \$14,000 held in the Recreational Facilities Reserve.
- Council's end of year surplus is expected to be in the vicinity of \$12,000.
- Alternatively, the Forest Equalisation Fund, which is general purpose, could fund part of or the entire funding request.

It should be noted however that the council resolved in October 2012 it would not consider applications for funding of external agencies for projects, activities, events or other purposes, in recognition of the current economic climate. Therefore a decision now to support the cost of a plan review and update would be inconsistent with the council's stated policy position. Section 81 of the Local Government Act 2002 provides for such decisions on the condition the inconsistency is identified.

Plan's links to existing Recreation Policy

As noted above, the council initiated a new rate in 2006 for recreational facilities. The rate had two parts - the first to fund a regional events centre in Whāngārei (Toll Stadium) and the second for "other recreational facilities". The first part is still rated to meet the costs of the loan. Council stopped collecting the second part from 1 July 2009; the \$14,000 noted above represents the remainder of this fund plus interest.

A policy for the allocation of the "other recreational facilities" fund was developed over June-August 2008. Initial drafts of the policy included a specific criterion that projects would be assessed on their alignment with the Northland Regional Sports Facilities Plan. However, in the final policy this was changed to assess projects for their alignment with "existing regional and district sports and recreation plans" generally.

Value of the plan

It is considered the plan and its supporting information document provided a useful snapshot of the sporting facilities, trends, and needs of a broad spectrum of sports in 2008. However, it is not clear to what extent the plan informed decision-making at that time.

The funding request notes that three of the four priority facilities identified in the plan have been completed (see table on page 12 of the attached plan). Of these, two were funded by the council (Toll Stadium and the Dargaville pool) via the Recreational Facilities Rate. It should be noted however that council decided to allocate funding to these facilities in May 2006 and April 2007 respectively, i.e. *before* the plan was finalised in July 2008². It should be further noted that council's other significant application of the recreational facilities rate was for the Kerikeri Sports Complex in November 2008 – a project which the plan didn't identify as a priority, noting "*...major clusters of sub-regional facilities could be developed in the future ... at Kerikeri (as the population in this area of the Far North grows.*" (See page 2 of the plan). Therefore the success of the plan, measured only in terms of its purpose to support regional council decision-making, should be considered.

The funding request notes the potential for the review to widen the scope of the plan to include district-level facilities. It is understood however that the Kaipara, Whāngārei

² In respect of the other priority projects, improvements to the Kensington Sports Centre have been achieved by Sports Northland using non-council funding sources. Bike Northland has rallied for the regional cycling centre at Pohe Island, but to date little progress has been achieved.

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and Far North District Councils have not been asked to support the plan review and update at this stage.

It is understood from informal discussions with district councils' recreational asset managers that the current plan has not informed their decision-making. This appears to be because not all district councils had access to the plan and its supporting information document – indeed the documents were stamped “confidential,” although the reasons for this are unclear. All territorial authorities have tended to rely on their own activity management plans and strategies to inform their spending decisions.

The asset managers acknowledge that a new “regional stocktake”, led by Sport Northland, would help them put their own local funding decisions into context, would provide greater certainty in assessing received funding applications, and would promote partnerships between sports codes and councils. They therefore support a review and update of the plan in principle, provided that district councils are involved in its development and regional sports organisations are involved in the development.

Conclusions

Staff suggest the 2008 plan was a well-intended exercise that proved somewhat less effective than expected. An updated plan could be put to better use, if support can be gained from all district councils to participate in the review.

On balance staff suggest there could be merit in reviewing and updating the plan, provided an inclusive and transparent development process is put in effect, and provided that the resulting information is robust, strategic, and shapes future decision-making.

Legal compliance and significance assessment:

In relation to section 79 of the Local Government Act 2002, this issue is considered to be of moderate significance under council's policy because it involves a potential decision involving unbudgeted expenditure of up to \$25,000 and would be inconsistent with existing council policy.

In all other respects the information and recommended resolution of this report does not raise any legal compliance issues.

Recommendations:

-
1. That the report “Request to Support Northland Regional Sports Facilities Plan” by Malcolm Nicolson, Chief Executive Officer, dated 6 August 2013, be received.
 2. That the Northland Regional Council resolves to contribute \$25,000 towards the cost of a review and update to the Northland Regional Sports Facilities Plan, subject to the following conditions:
 - a. The district councils within Northland all confirm that they will support and be actively involved in the process;
 - b. Regional sports organisations be widely consulted and involved in the review and update;
 - c. The resulting plan and any supporting information be made publicly available.
-

Northland Regional Sports Facilities Plan

Background

Development of the first Northland Regional Sports Facilities Plan occurred in 2008.

It was led by Northland Regional Council and Sport Northland but also included the Far North District Council, Kaipara District Council and Whangarei District Council as partners (without being funding contributors). The Plan was an implementing action from the Northland Sport and Physical Activity Strategy that was signed off by all project partners in 2006.

Five years on from the development of the Plan, it is now possible to look back and see how successful the Plan was in identifying current and future regional facilities and then assisting with decisions regarding investment in such facilities (three out of the four moderate-to-high priority facilities from this Plan have now been completed).

Updated Plan

After discussions with Sport NZ, Sport Northland believes the time is now right to update this Plan, and at the same time review the scope of such a Plan with a view to possibly extending this to include District-level facilities.

Sport NZ has widened its own strategy to include a resource to support the planning and development of facilities, including those at a regional level.

As such, Sport NZ has indicated it will look to fund up to 50% of the development costs to review and update the Plan. Based on other plans of a similar nature around the country, the indicative costs for this project would be in the vicinity of \$50,000.

Sport Northland is asking the Northland Regional Council to contribute the other 50% required for the development of this updated Plan.

The focus is on what regional and district level facilities currently exist and what is needed to cater for sport and recreation in Northland in the future.

Purpose of Plan

The purpose of the Plan is to provide a co-ordinating strategy which will ensure the most effective use of available capital funds in meeting identified needs for regional and district level facilities and avoid duplication of these facilities.

A number of organizations currently invest funding into (what are often referred to as) regional and district level facilities, without any formal knowledge of what is considered 'regional' or 'district' in terms of the size, quality, impact and operation of these facilities.

Project Aim

To develop a plan for the Northland region that details all existing and future regional and district level sports facilities (of all facility types), and by doing so ensuring prioritization, alignment of capital funding and ongoing sustainability of operations, in addition to preventing duplication.

ISSUE: Kai Iwi Lakes – Support for an Integrated Management Regime**ID:** A561744**To:** Council Meeting, 27 August 2013**From:** Tony Phipps, Operations Director**Date:** 16 August 2013

Summary The purpose of this report is to describe a proposal for providing for the integrated management of the Kai Iwi lakes (lakes Taharoa, Kai Iwi and Waikare) and the catchment of the lakes. It includes a request from Kaipara District Council for assistance and presents options for Northland Regional Council involvement. It recommends the establishment of a catchment management collaborative stakeholder group, the preparation of a pest management strategy and funding support for a review of the Taharoa Domain Reserve Management Plan.

Report Type:	<input type="checkbox"/> Normal operations	<input type="checkbox"/> Information	<input checked="" type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input checked="" type="checkbox"/> Legislative function	<input checked="" type="checkbox"/> Annual\Long Term Plan	<input checked="" type="checkbox"/> Other
Significance:	<input type="checkbox"/> High	<input type="checkbox"/> Moderate	<input checked="" type="checkbox"/> Low

Background:

Kai Iwi lakes have (many) high values held by both local and the wider community, including; cultural and spiritual, mahinga kai, biodiversity, aesthetic and recreational. The management of the lakes and catchment in order to protect those high but sometimes conflicting values is difficult and requires significant resources.

There are a number of overlapping statutory regimes, jurisdictions and agencies covering aspects of protection and management of those values, the lakes and their catchment.

The following is a proposal for integrating those overlapping regimes including making best use of existing governance structures.

The Kai Iwi lakes and a substantial part of the surface catchment (of the lakes) are within the bounds of the **Taharoa Domain** established pursuant to the Reserves Act 1977 and under the governance of the Taharoa Domain Governance Board, a joint mana whenua¹ - Kaipara District Council subcommittee of the Kaipara District Council (which has been delegated the management powers and duties of the Crown under the provisions of the Reserves Act 1977). Under that delegation the Kaipara District Council (KDC) is required to prepare and administer a relevant reserve

¹ Te Roroa and Te Kuihi as recognised by the Waitangi Tribunal in the Te Roroa Report on the Wai 38 Claim

management plan. The current Taharoa Domain Reserve Management Plan² is now 11 years old and overdue for a review.

The Kai Iwi lakes have such high values as natural waterbodies and for biodiversity, that the Northland Regional Council (NRC) has deemed the lakes to be “**outstanding waterbodies**” pursuant to the Resource Management Act 1991 – National Policy Statement for Freshwater Management. The council is required to develop policy and then take action to implement policies to protect outstanding waterbodies, in particular the water quality and quantity.

Pests (aquatic and terrestrial weeds, pest fish and animals) pose substantial threats to the outstanding values of the lakes. The council, pursuant to the Biosecurity Act 1977, has responsibility for producing and implementing a regional pest management strategy. The Northland Regional Pest Management Strategies 2010-2015³ contains provisions for the management of “high value areas” in a similar manner to the Community Pest Control Area (CPCA) model.

As previously reported, council staff have attended recent Taharoa Domain Governance Board (TDGB) meetings and a workshop to give presentations on Waiora Northland Water and work that NRC is doing in relation to the lakes. To contribute to the TDGB workshop on the review of the Reserve Management Plan, NRC had a reserve management plan specialist prepare a model showing the potential for integrating various management regimes and process. **The model includes;** a collaborative stakeholder group for catchment management which would advise and report to both NRC and the TDGB, the development of a pest management strategy, and a formal review process for the Reserve Management Plan. A model terms of reference for a collaborative stakeholder group was provided to the TDGB for consideration.

The **Kaipara District Council** has subsequently written to the NRC (copy **attached**) **requesting financial and technical assistance** with the review of the reserve management plan.

Discussion

The NRC involvement and contribution to the management of the Kai Iwi lakes and catchment should be through its priority Waiora Northland Water outstanding waterbodies programme, and its other directly relevant core activities, particularly environmental monitoring and biosecurity.

The NRC has already accepted that for the purposes of Waiora Northland Water and the implementation of the NPS Freshwater Management, that the Kai Iwi lakes are priority outstanding waterbodies. The establishment of a **catchment collaborative stakeholder group**, along the lines of the already established Doubtless Bay, Mangere and Whāngārei Harbour groups, is recommended as the next step towards developing policy and management options to protect the outstanding values of the lakes. The NRC has previously agreed that it will work with existing governance and

² Taharoa Domain Reserve Management Plan can be viewed at <http://www.kaipara.govt.nz/Service++Info/Community+Spaces/Taharoa+Domain+Kai+Iwi+Lakes.html>

³ <http://www.nrc.govt.nz/Resource-Library-Summary/Plans-and-Policies/Pest-management/Northland-Pest-Management-Strategies/>

ITEM: 8.7

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operational structures. For Kai Iwi lakes, as described above, the TDGB has existing mandate from the Crown, mana whenua and the KDC for management of the lakes, however it currently lacks the capacity, both in catchment management capability and financial resources. NRC does have significant resources for catchment management, and therefore a strategic partnership should be highly beneficial. A detailed proposal for a Kai Iwi lakes catchment collaborative stakeholder group will be put to the Environmental Management Committee for consideration.

While the NRC has no direct responsibility or mandate under the Reserves Act, the **Taharoa Domain Reserve Management Plan and its review** is a major component of the lakes management regime. Integration of the reserve management with the water and pest regimes is likely to be essential for the successful management and protection of the many high values of the lakes. The Reserves Act provides for a formal public process including community consultation, submissions and hearings. The number and range of high values, some major conflicts of uses and values and community opinions, indicates that a rigorous public process for the review is warranted. The resources needed to carry out the review are significant. The costs of carrying out the review have been estimated at \$80,000, for the use of external specialist resources, plus support from council technical and administration services. The KDC has requested financial and technical support from the NRC for carrying out the review, although no specific amount was specified. NRC could either agree to fund the entire estimated external costs, up to \$80,000, or subject to negotiations with KDC, contribute some lesser agreed amount on a joint funding basis, or decline to provide any funding to support the review. NRC does not have any specific budget for this in 2013/14, however if considered of sufficient priority, funding could be made available from a combination of policy development (see item on 2012/13 operational budget carry forwards elsewhere in this agenda) and other budgets. This would be at the cost of lower priority work or reserves.

At this stage, balancing KDC direct responsibility for the reserve with the NRC responsibility for protecting the lakes, and the synergies of the two, a joint funding arrangement would seem appropriate.

Pests are a major threat to the high values of the lakes and a **comprehensive pest management strategy** is warranted. A comprehensive pest management strategy and associated operational plans, covering aquatic and terrestrial pests, could be developed using the CPCA/High Value Area model. The strategy would be developed in consultation with the TDGB and reported to the NRC Environmental Management Committee for consideration.

Conclusion

In order to manage and protect the high value of Kai Iwi lakes the development of new water and biosecurity management regimes should be integrated with the review of the reserve management. The major components of an integrated regime would be:

- (1) The use of a catchment collaborative stakeholder group to guide the development of water management policy and actions, advising both NRC and TDGB;
- (2) A formal public review of the Taharoa Domain Reserve Management Plan;

- (3) The preparation of a pest management strategy and operational plan based on the CPCA/ High Value Areas model.

Detailed proposals for (1) and (3), the proposed catchment collaborative stakeholder group and CPCA, will be prepared for consideration by the NRC Environmental Management Committee and TDGB. NRC should also contribute to the funding of (2), the reserve management plan review, jointly with KDC.

Legal compliance and significance assessment:

The relevant legislation is:

- the Resource Management Act 1991 and the National Policy Statement for Freshwater Management;
- the Biosecurity Act 1993 and the Northland Regional Pest Management Strategies 2010-2015;
- the Reserves Act 1977 and the Taharoa Domain Reserve Management Plan; and
- the Local Government Act 2002 and the NRC Long Term Plan 2012-2022.

This report and recommendations are compliant with that legislation.

In relation to section 79 of the Local Government Act 2002 this issue is considered to be of low significance under council policy because of its fit with the Waiora Northland Water Programme and the Northland Pest Management Strategy.

Recommendations:

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1. That the report “Kai Iwi Lakes – Support for an Integrated Management Regime” by Tony Phipps, Operations Director, dated 16 August 2013, be received.
 2. That in order to promote the improved and integrated management of the Kai Iwi lakes the council supports the preparation of a proposed terms of reference for a catchment collaborative stakeholder group and a Community Pest Control Area/High Value Area pest management strategy for consideration by the Environmental Management Committee.
 3. That the council agrees to contribute to the joint funding with Kaipara District Council of a formal public review of the Taharoa Domain Reserve Management Plan, up to \$40,000, with any further amount requiring additional approval.
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25 July 2013

Malcolm Nicolson

Chief Executive

Northland Regional Council

Private Bag 9021

Whangarei 0148



Dear Mr Nicolson

**Kai Iwi Lakes Catchment Group Draft Terms of Reference
Reserve Management Plan Review**

The Taharoa Domain Governance Committee considered at their 24 June 2013 meeting the draft Terms of Reference for the Kai Iwi Lakes Catchment Group provided by the Northland Regional Council. This was one of the outcomes of the workshop held with the Committee on 18 June 2013, with Tony Phipps, Natalie Glover and Catherine Hamilton from the Regional Council present. At that workshop the Committee was asked to consider the draft Terms of Reference and provide feedback to the Regional Council.

The following resolution was passed by the Committee at their meeting:

"That the Taharoa Domain Governance Committee:

Recommends to Kaipara District Council that the draft Terms of Reference for the Kai Iwi Lakes Catchment Group dated 21 June 2013 be endorsed subject to the following;

- a) Advising the Northland Regional Council that it is considered that membership of the stakeholder group be confined to those in governance, including but not limited to Northland Regional Council, Kaipara District Council, Te Iwi O Te Roroa and hapu, Te Kūihi and hapu, Department of Conservation and one member nominated by residents from the local community; and*
- b) Suggesting that all non-governance parties will be consulted as stakeholder user groups; and*
- c) Suggesting that voting rights should be confined to governance members; and*
- d) Noting that members of the Committee may convey other membership suggestions to Kaipara District Council's Community Planning Manager."*

The Committee has consulted with the Department of Conservation and NIWA regarding if the proposed membership has excluded any stakeholders that may have an interest in Kai Iwi Lakes. Both the Department and NIWA have confirmed that they consider all interested parties are included in the proposed membership. The Department did suggest to allow flexibility to add or remove groups, should this be required.

4702.24; 2117.01

NRC TDGC draft TOR & RMP Review 25072013

The Committee would like to know what will be the relationship between the proposed Catchment Group and the Taharoa Domain Governance Committee. While the draft Terms of Reference explains the relationship of the Catchment Group with the Environmental Management Committee and with the Northland Regional Council, it is silent on the relationship with the existing governance body for Taharoa Domain.

The Committee would like to meet with the Regional Council to discuss further this feedback on the draft Terms of Reference for the proposed Kai Iwi Lakes Catchment Group.

At their meeting, the Committee also discussed the progressing of the review of the Reserve Management Plan for Taharoa Domain. This was as a result of the workshop held with the Committee on 18 June 2013.

The following resolution was passed by the Committee at their meeting:

"That the Taharoa Domain Governance Committee:

Recommends to Kaipara District Council that the Taharoa Domain Reserve Management Plan Review proceeds subject to funding being available from Northland Regional Council, Department of Conservation and Kaipara District Council, being the three main parties; and

Recommends to the Kaipara District Council that letters be sent to Northland Regional Council and Department of Conservation requesting financial and technical assistance with the review of the Reserve Management Plan."

The Committee would like to request from the Regional Council financial and technical assistance for the review of the Reserve Management Plan for Taharoa Domain. An indicative budget is being collated. Once this is complete, the Committee would like to discuss this further with the Regional Council.

Yours faithfully

Ric Parore

**Chair, Taharoa Domain Governance Committee
Kaipara District Council**



**pp Venessa Anich
Community Planning Manager**

ISSUE: Business with the Public Excluded**ID:** A560127**TO:** Council Meeting, 27 August 2013**FROM:** Chris Taylor, Council Secretary**SUMMARY:** The purpose of this report is to recommend that the public be excluded from the proceedings of this meeting to consider the confidential matters detailed below for the reasons given.

Recommendations:

1. That the public be excluded from the proceedings of this meeting to consider confidential matters.
2. That the general subject of the matters to be considered whilst the public is excluded, the reasons for passing this resolution in relation to this matter, and the specific grounds under the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

Item No.	Item Issue	Reason\Grounds
9.1.1	Confidential Minutes of the Council Meeting - 11 July 2013	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
9.1.2	Confidential Minutes of the Audit and Finance Committee Meeting – 30 July 2013	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
