

NORTHLAND REGIONAL COUNCIL

Agenda

For meeting to be held in the Council Chamber, Northland Regional Council,
36 Water Street, Whāngārei, on Tuesday 9 December 2014,
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 for 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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ITEM: 3.1

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ISSUE: Kotuku Dam Construction Update**ID:** A708522**To:** Council Meeting, 9 December 2014**From:** Bruce Howse, Lands/Rivers Senior Programme Manager**Date:** 1 December 2014

Report Type:	<input type="checkbox"/> Normal operations	<input checked="" type="checkbox"/> Information	<input type="checkbox"/> Decision
Purpose:	<input checked="" 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 type="checkbox"/> Other
Significance Policy:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Bruce Howse, Lands/Rivers Senior Programme Manager, will provide an update on the Kotuku Dam construction.

ITEM: 4.0

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ISSUE: Risk and Health and Safety Report**ID:** A708109**To:** Council Meeting, 9 December 2014**From:** Judy Macdonald, Human Resources Manager**Date:** 28 November 2014

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 checked="" type="checkbox"/> Legislative function	<input checked="" type="checkbox"/> Annual\Long Term Plan	<input type="checkbox"/> Other
Significance Policy:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Executive summary:

There was one accident reported (puncture wound) during October and one accident reported (twisted knee) during November. Additionally two vehicle accidents were reported during November. While no injuries were reported these incidents resulted in insurance claims and are being investigated. There were no other incidents or near misses reported during October or November 2014.

The second update regarding the Health and Safety Reform Bill has been released regarding section 8 - What are the worker engagement duties? A copy of this is available if required.

The new Minister for Workplace Relations and Safety, Michael Woodhouse, has signalled that the Health and Safety Reform Bill is now likely to be enacted around September or October next year, rather than April as was previously planned.

Legal compliance and significance assessment:

The provision of information is part of the council's day to day operations and is in accordance with the council's decision making process and sections 76-82 of the Local Government Act 2002.

The information itself and the implications of the information being accepted are considered to be of low significance in terms of council's significance policy.

Recommendation:

That the report 'Risk and Health and Safety Report' by Judy Macdonald, Human Resources Manager, dated 28 November 2014, be received.

ITEM: 5.1

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ISSUE: Confirmation of Minutes – 21 October 2014**ID:** A705859**To:** Council Meeting, 9 December 2014**From:** Chris Taylor, Council Secretary**Date:** 28 November 2014

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 Policy:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Executive summary:

The purpose of this report is to present the unconfirmed minutes of the council meeting held on 21 October 2014 (**attached**) for confirmation as a true and correct record.

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 21 October 2014 be confirmed as a true and correct record.

NORTHLAND REGIONAL COUNCIL

Minutes of the ordinary meeting of the council
held at the Reia Taipā Beach Resort, Taipā,
on Tuesday 21 October 2014, commencing at 2 pm

Present:

Chairman, Bill Shepherd
Deputy Chairman, Graeme Ramsey
Councillors:
John Bain
Joe Carr
Paul Dimery
Dover Samuels
David Sinclair

In Attendance:**Full Meeting**

Chief Executive Officer
Northland Inc. Chairman
Northland Inc. Chief Executive
Northland Inc. GM Investment and Infrastructure
Northland Inc. Financial Administrator
Council Secretary

Part Meeting

Economist

The Chairman declared the meeting open at 2 pm.

Obituary for Councillor Dennis Bowman

The Chairman paid respect to Councillor Dennis Bowman, who had recently passed away, with the following obituary:

This is the first full council meeting since the untimely passing of Councillor Dennis Bowman and it is therefore appropriate to recognise his contribution to the Northland Regional Council.

Even though he had only been elected to the council just under 12 months ago, he had served his community in local government for over 19 years with the Far North District Council and its community boards. His friends said that his community came second only to his family.

Born in 1932 at Herekino, he left school early to work on the family farm, excelling as a farmer, a contractor and a bus company owner. Dennis is survived by his wife Elaine, two sons and a daughter.

Speaking at his funeral, Northland Regional Council's Kaitiāia manager, Peter Wiessing, recalled working with Councillor Bowman but remembered him particularly as a long standing friend describing him as "Te Hiku through and through". He was also described as a man who crossed the divide between Māori and Pakeha.

Dennis had an uncanny knack of understanding what his community was thinking and always articulated those views in the council chamber without fear or favour. During his time with the regional council he served on the Environmental Management Committee as well as a number of local catchment committees.

His contributions to the debates in the Northland Regional Council will be missed. Rest in peace Dennis.

Secretarial Note: The meeting sustained a minute's silence in respect for Councillor Bowman.

Apologies (Item 1.0)

Moved (Shepherd/Samuels)

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

Carried

Declarations of Conflicts of Interest (Item 2.0)

It was advised that councillors should make declarations item-by-item as the meeting progressed.

Supplementary Item for the Council Meeting – 21 October 2014 (Item 2.0A)

ID: A644944

Report from Council Secretary Chris Taylor.

Moved (Shepherd/Dimery)

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

- **Supplementary Item 7.8:** Investment and Growth Reserve: Economic Development Opportunities for Better Water Management

be received.

Carried

Supplementary Confidential Item for the Council Meeting – 21 October 2014 (Item 2.0B)

ID: A698262

Report from Council Secretary Chris Taylor.

Moved (Shepherd/Dimery)

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

- **Supplementary Confidential Item 10.2:** Investment and Growth Reserve: Proposal for Funding – REL Sawmill – Full Report

be received.

Carried

Presentations (Item 3.0)

There were no presentations.

Risk and Health and Safety Report (Item 4.0)

ID: A696252

Report from Human Resources Manager Judy Macdonald.

Moved (Samuels/Ramsey)

That the report "Risk and Health and Safety Report" by Judy Macdonald, Human Resources Manager, and dated 10 October 2014, be received.

Carried

Confirmation of Minutes – 16 September 2014 (Item 5.1)

ID: A694125

Report from Council Secretary Chris Taylor.

Moved (Carr/Ramsey)

That the minutes of the council meeting held on 16 September 2014 be confirmed as a true and correct record.

Carried

Confirmation of Minutes – 10 October 2014 (Item 5.2)

ID: A696670

Report from Council Secretary Chris Taylor.

Moved (Shepherd/Dimery)

That the minutes of the extraordinary council meeting held on 10 October 2014 be confirmed as a true and correct record.

Carried

Receipt of Action Sheet (Item 5.3)

ID: A696718

Report from Council Secretary Chris Taylor.

Moved (Bain/Carr)

That the Council Action Sheet be received.

Carried

Matters arising from Item 5.3:

Chief Executive Officer, Malcolm Nicolson, undertook to actively pursue the development of best practice guidelines for mangrove management.

Furthermore, Malcolm undertook to re-emphasise the need for the Far North District Council to be involved and have input into the river liaison committees.

Financial Report to 30 September 2014 (Item 6.1)

ID: A695786

Report from Financial Accountant Angela Hobden.

Moved (Ramsey/Sinclair)

That the "Financial Report to 30 September 2014" by Angela Hobden, Financial Accountant, and dated 9 October 2014, be received.

Carried

Northland Inc. Limited Annual Report for the Year Ended 30 June 2014 and 2014-15 Quarter Two Funding (Item 6.2)

ID: A694067

Report from Finance Manager Simon Crabb.

Moved (Ramsey/Dimery)

1. That the report "Northland Inc. Limited Annual Report for the Year Ended 30 June 2014 and 2014-15 Quarter Two Funding" by Simon Crabb, Finance Manager, and dated 2 October 2014, be received.
2. That council pay Northland Inc. Limited \$287,500 plus GST from the Northland Regional Council Investment and Growth Reserve as quarter two funding of the 2014-15 financial year, upon receipt of an invoice from Northland Inc. Limited.

Carried

Matters arising from Item 6.2:

Northland Inc. Chief Executive, David Wilson, provided the presentation "2013/14 Annual Report" outlining the challenges and highlights experienced in the past financial year.

Chairman Bill Shepherd extended congratulations, on behalf of council, to Northland Inc. for the significant progress made in this time.

Regional Software Holdings Limited Annual Report for the Year Ended 30 June 2014 (Item 6.3)

ID: A695391

Report from Finance Manager Simon Crabb.

Moved (Sinclair/Ramsey)

That the report "Regional Software Holdings Limited Annual Report for the Year Ended 30 June 2014" by Simon Crabb, Finance Manager, and dated 8 October 2014, be received.

Carried

Matters arising from Item 6.3:

Chief Executive Officer, Malcolm Nicolson, undertook to investigate the variation between the budgeted and actual audit fees for Regional Software Holdings Limited.

**Adjourned Item of Business – Extraordinary Council Meeting
10 October 2014 (Item 7.1)**

ID: A696147

Report from Chief Executive Officer Malcolm Nicolson.

Moved (Shepherd/Sinclair)

1. That the reports “Adjourned Item of Business – Extraordinary Council Meeting 10 October 2014” and “Investment and Growth Reserve: Request to Underwrite Operational Expenditure – Prosper Northland Trust” by Malcolm Nicolson, Chief Executive Officer, and dated 14 and 9 October 2014 respectively, be received.
2. That council acknowledges that the recommendations for council to underwrite the expenses of the Prosper Northland Trust, as detailed in the adjourned item of business from the extraordinary council meeting on 10 October 2014, are no longer valid.

Carried**Matters arising from Item 7.1:**

Clarification was provided that the Prosper Northland Trust had advised they no longer required the council to underwrite the project. The Whangarei Districts Council's decision regarding the use of the Harbour Board building and site would determine whether the project would proceed.

Council Adoption of the 2013-14 Annual Report (Item 7.2)

ID: A694586

Report from Finance Manager Simon Crabb.

Moved (Sinclair/Ramsey)

1. That the report “Council Adoption of the 2013-14 Annual Report” by Simon Crabb, Finance Manager, dated 3 October 2014, be received.
2. That the council's audited Annual Report and Financial Statements for the year ended 30 June 2014 be adopted pursuant to section 98(3) of the Local Government Act 2002.
3. That the Chief Executive Officer be authorised to make minor editorial and presentation changes if required and any other changes that may be required by Audit New Zealand.
4. That the Chief Executive Officer be authorised to approve the release of the 2013-14 Summary Annual Report.
5. That a paper be provided to the 18 November 2014 Audit and Risk Committee meeting providing a recommended course of action to address the significant performance measures that council had not achieved.

Carried

Secretarial Note: Comments from Geoff Copstick, Independent member of the Audit and Risk Committee, on the Draft 2013/14 Annual Report were tabled.

Matters arising from Item 7.2:

The adoption of the Annual Report was subject to the inclusion of a narrative detailing the worsening rates arrears situation, council's increasing provision for doubtful debts and also council's course of action to address the problem.

Chief Executive Officer, Malcolm Nicolson, undertook to provide a paper to the 18 November 2014 Audit and Risk Committee detailing the potential options for collection of rates and rates arrears.

The council commended Geoff Copstick, Independent member of the Audit and Risk Committee, for his observations/comments on the Draft Annual Report.

Revised Policy on the Appointment of Directors Adoption (Item 7.3)

ID: A695006

Report from Chief Executive Officer Malcolm Nicolson.

Moved (Bain/Ramsey)

1. That the report, "Revised Policy on the Appointment of Directors Adoption", by Malcolm Nicolson, Chief Executive Officer, and dated 6 October 2014, be received.
2. That the council adopts the revised policy on the Appointment of Directors as attached to Item 7.3 of the 21 October 2014 council agenda.

Carried

Managing Existing Moorings Outside Marine 4 (Moorings including Marinas) Management Areas (Item 7.4)

ID: A676991

Report from Resource Management Senior Programme Manager Justin Murfitt; Consents/Monitoring Manager Colin Dall and Harbourmaster/Maritime Senior Programme Manager Jim Lyle.

Moved (Sinclair/Samuels)

1. That the report "Managing Existing Moorings Outside Marine 4 (Moorings including Marinas) Management Areas" by Justin Murfitt, Resource Management Senior Programme Manager; Colin Dall, Consents/Monitoring Manager and Jim Lyle, Harbourmaster/Maritime Senior Programme Manager, and dated 6 October 2014, be received.
2. That council defer enforcement action against mooring owners of existing unconsented moorings outside of Marine 4 (Moorings including Marinas) Management Areas (provided they are currently licenced under the Navigation Safety Bylaw) until the new coastal plan is publicly notified.
3. That, in the interim, the regional plan review project (currently underway) assesses the management of moorings outside of Marine 4 (Moorings including Marinas) Management Areas.

4. That resource consent applications for new moorings continue to be processed as per the relevant policies and rules in the Regional Coastal Plan.

Carried

Appointment of Chair and Deputy Chair of Waiora Northland Water Waitangi Catchment Group (Item 7.5)

ID: A695273

Report from Water Policy Specialist Natalie Glover.

Moved (Carr/Samuels)

1. That the report "Appointment of Chair and Deputy Chair of Waiora Northland Water Waitangi Catchment Group" by Natalie Glover, Water Policy Specialist, and dated 7 October 2014, be received.
2. That council confirms Donald Jack as Chair of the Waitangi Catchment Group (subcommittee) and Councillor Carr as Deputy Chair.

Carried

Child and Youth Friendly Cities – Northland Intersectoral Forum Proposal (Item 7.6)

ID: A653195

Report from Chief Executive Officer Malcolm Nicolson.

Moved (Carr/Dimery)

1. That the report, "Child and Youth Friendly Cities – Northland Intersectoral Forum Proposal", by Malcolm Nicolson, Chief Executive Officer, and dated 6 October 2014, be received.
2. That in principle the council supports Whāngārei (and eventually other Northland towns) achieving accreditation as a "Child Friendly City", but that it will only consider further participation in the initiative once the issues, described in Item 7.6 of the 21 October 2014 council agenda, are clarified to its satisfaction.

Carried

(Councillors Bain, Ramsey and Samuels voted against the motion. Councillors Carr, Dimery, Sinclair and Shepherd voted in favour of the motion)

Request to Approve "Loan" Between Northland Inc. Limited and Council – For the Purchase of Two New Vehicles (Item 7.7)

ID: A695364

Report from Chief Executive Officer Malcolm Nicolson.

Moved (Shepherd/Bain)

1. That the report "Request to Approve "Loan" Between Northland Inc. Limited and Council – For the Purchase of Two New Vehicles", dated 9 October 2014, be received.

2. That council approves both council providing a loan to Northland Inc. Limited and that the arrangement provides that Northland Inc. Limited repays \$60,000 to council over 36 months with interest at 7% per annum payable on the outstanding balance and delegates all necessary authority to give effect to this resolution to the Chief Executive Officer.

Carried

Investment and Growth Reserve: Economic Development Opportunities for Better Water Management (Item 7.8 and Supplementary Item 7.8)

ID: A696627 and A696366

Report from Economist Darryl Jones.

Moved (Carr/Sinclair)

1. That the report "Investment and Growth Reserve: Economic Development Opportunities for Better Water Management" by Darryl Jones, Economist and dated 20 October 2014, be received.
2. That council agree to proceed with the first stage of the project, as outlined in Attachment 1 pertaining to Supplementary Item 7.8 of the 21 October 2014 council agenda, and approve the release of \$75,000 from the \$240,000 set aside for the overall Economic Development Opportunities for Better Water Management project from the IGR to fund the study.

Carried

Matters arising from Item 7.8:

Confirmation was provided that:

- all decisions regarding the Economic Development Opportunities for Better Water Management project would be made by council;
- the council project group would be responsible for overseeing the tender process to procure a suitable supplier; and
- the defunct Kaitāia dam would be included in the scope of the study.

Meetings Calendar 2015 (Item 7.9)

ID: A697002

Report from Council Secretary Chris Taylor.

Moved (Shepherd/Ramsey)

1. That the report "Meetings Calendar 2015" by Chris Taylor, Council Secretary, and dated 14 October 2014, be received.
2. That the programme of meetings for 2015, as recommended, be adopted.

Carried

Appointment of Councillor Samuels to Regional Policy Committee (Item 7.10)

ID: A697078

Report from Chief Executive Officer Malcolm Nicolson.

Moved (Dimery/Ramsey)

1. That the report, "Appointment of Councillor Samuels to Regional Policy Committee", by Malcolm Nicolson, Chief Executive Officer, and dated 14 October 2014, be received.
2. That Councillor Samuels be appointed to the Regional Policy Committee.

Carried

Matters arising from Item 7.10:

There was general agreement that the membership of all council committees would be reviewed in February 2015 (following the bi-election for the Te Hiku constituency).

Appointment of Councillor to Te Taitokerau Māori Advisory Committee (Item 7.11)

ID: A697036

Report from Chief Executive Officer Malcolm Nicolson.

Moved (Ramsey/Samuels)

1. That the report, "Appointment of Councillor to Te Taitokerau Māori Advisory Committee", by Malcolm Nicolson, Chief Executive Officer, and dated 14 October 2014, be received.
2. That Councillor Carr be appointed to Te Taitokerau Māori Advisory Committee.

Carried

Chairman's Report to Council (Item 8.1)

ID: A693385

Report from Chairman Bill Shepherd.

Moved (Shepherd/Sinclair)

That the Chairman's report dated 10 October 2014 be received.

Carried

Chief Executive's Report to Council (Item 8.2)

ID: A678277

Report from Chief Executive Officer Malcolm Nicolson.

Moved (Shepherd/Sinclair)

That the Chief Executive Officer's report dated 10 October 2014 be received.

Carried

Matters arising from Item 8.2:

Councillor Sinclair was commended for his work with Sea Cleaners.

Malcolm Nicolson was commended for the brevity of the Chief Executives Report.

Te Taitokerau Māori Advisory Committee Minutes – 11 September 2014 (Item 9.1)

ID: A694172

Report from Committee Secretary Vibeke Wright.

Moved (Samuels/Dimery)

That the minutes of the Te Taitokerau Māori Advisory Committee meeting held on 11 September 2014 be received.

Carried

Regional Transport Committee Minutes – 1 October 2014 (Item 9.2)

ID: A694185

Report from Council Secretary Chris Taylor.

Moved (Bain/Dimery)

That the minutes of the Regional Transport Committee meeting held on 1 October 2014 be received.

Carried

Business with the Public Excluded (Item 10.0)**ID: A697034****Report from Council Secretary Chris Taylor.****Moved (Ramsey/Dimery)**

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
10.1	Confidential Minutes of the Council Meeting – 16 September 2014	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
10.2	Investment and Growth Reserve: Proposal for Funding - REL Sawmill - Initial Report	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, commercial activities 7(2)(h)).

3. That the representatives from Northland Inc. Limited be permitted to remain after public excluded to address Item 10.2.

Carried**CONCLUSION**

The meeting concluded at 4.28 pm.

ITEM: 5.2

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ISSUE: Confirmation of Minutes – 18 November 2014**ID:** A706002**To:** Council Meeting, 9 December 2014**From:** Chris Taylor, Council Secretary**Date:** 28 November 2014

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 Policy:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Executive summary:

The purpose of this report is to present the unconfirmed minutes of the extraordinary council meeting held on 18 November 2014 (**attached**) for confirmation as a true and correct record.

Legal compliance:

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

Recommendation:

That the minutes of the extraordinary council meeting held on 18 November 2014 be confirmed as a true and correct record.

NORTHLAND REGIONAL COUNCIL

Minutes of the extraordinary meeting of the council
held at the Woodlands Motel and Conference Venue,
126 Kerikeri Road, Kerikeri,
on Tuesday 18 November 2014, commencing at 10 am

Present:

Chairman, Bill Shepherd
Deputy Chairman, Graeme Ramsey
Councillors:
John Bain
Craig Brown
Joe Carr
Paul Dimery
Dover Samuels
David Sinclair

In Attendance:**Full Meeting**

Chief Executive Officer
Council Secretary

Part Meeting

Audit and Risk Committee Independent Member

The Chairman declared the meeting open at 10.05 am.

Apologies (Item 1.0)

There were no apologies.

Declarations of Conflicts of Interest (Item 2.0)

It was advised that councillors should make declarations item-by-item as the meeting progressed.

Significance and Engagement Policy (Item 3.1)

ID: A694969

Report from Chief Executive Officer, Malcolm Nicolson.

Moved (Ramsey/Dimery)

1. That the report 'Significance and Engagement Policy' by Malcolm Nicolson, Chief Executive Officer, and dated 5 November 2014, be received.
2. That in accordance with section 76AA of the Local Government Act 2002 the council adopts the Significance and Engagement Policy, attached to Item 3.1 of the 18 November 2014 extraordinary council meeting agenda, without further public consultation.

3. That the council authorises the Chief Executive Officer to make any necessary drafting, typographical or presentation corrections to the Significance and Engagement Policy.

Carried

Matters arising from Item 3.1:

There was general agreement that the drafting corrections (as per resolution 3.) included the replacement of 'The council will use a community engagement toolbox as a guide for engagement planning' (page one of the policy) with 'The council will use a range of engagement techniques when engagement planning'.

Amendment of Audit and Risk Committee Provisions (Item 3.2)

ID: A701255

Report from Chief Executive Officer, Malcolm Nicolson.

Moved (Ramsey/Brown)

1. That the report, 'Amendment of Audit and Risk Committee Provisions' by Malcolm Nicolson, Chief Executive Officer, and dated 31 October 2014, be received.
2. That the item of business being discussed does lie on the table until such time as the council has had the opportunity to further workshop the matter.

Carried

CONCLUSION

The meeting concluded at 10.16 am.

ITEM: 5.3

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ISSUE: Receipt of Action Sheet**ID:** A706012**To:** Council Meeting, 9 December 2014**From:** Chris Taylor, Council Secretary**Date:** 28 November 2014

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 type="checkbox"/> Legislative function	<input type="checkbox"/> Annual\Long Term Plan	<input checked="" type="checkbox"/> Other
Significance Policy:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Executive summary:

The purpose of this report is to enable the council to receive the current council action sheet **(attached)**.

Legal compliance:

No decision is required.

Recommendation:

That the action sheet be received.

COUNCIL ACTION SHEET

✓	Ref	Forum	Date	Reso/ Request	By	Task Point	Progress Statement	Assigned	Last updated	Anticip. compltn date
	453	A & F (confidential)	27-Nov-12	Reso	Committee	That the CEO negotiates the acquisition of the NF Fraser and Co property, including reviewing and negotiating any appropriate further terms of sale, subject to KiwiRail agreeing to honour the terms of the Rail Corridor Acquisition Agreement.	Ravensdown provided comment in the Sale and Purchase agreement (during the week 1 - 5 September). Staff are now waiting for feedback from KiwiRail with regard to requested changes.	CEO/GM Finance	28/10/2014	unknown
	653 b	Council	10-Dec-13	Req	Cr Samuels	That council be provided with a comprehensive report regarding the testing for the presence of heavy metals in the Puhipuhi/Whakapara Area.	A full report will be compiled by the Ngati Hau Trust Board and then presented to council. It is anticipated that at least two months after the completion of the actual field surveys that the report will be completed. This allows for the time delay for receiving the sample analysis from the lab and working with the contract holder to finalise the report after consultation with hapu members. Aiming for October to launch the report. At this time the report has not been finalised.	Iwi Liaison Officer	28/11/2014	30-Sep-14
	712/ 874	A & R/Council	18/02/2014, 21/10/2014	Reso/Req	Committee/ Samuels	That the FN rates collection and remissions process/formulae be reviewed internally to ensure that council's concerns regarding the quantum of outstanding FN rate arrears are addressed. That a paper be provided to the 18 November A & R Committee detailing the potential options for collection of rates and rates arrears.	The CEO is currently seeking advice from the OAG. Following recent advice from the OAG the Chairman/CEO approached Peter Winder for a proposal on alternative late collections models. Peter Winder can not undertake this work. Now in negotiations with Alan Bickers. Alan Bickers is no longer available. At this time unable to identify a suitable consultant. An update was provided at the A & R meeting advising that a shared service proposal has been drafted and circulated to the TLAs for consideration as an alternative.	CEO/Finance Manager	1/12/2014	On-going
	"733 /734 "	EMC	24-Feb-14	Reso	Committee	That GHD is commissioned to progress the identified scope of works to improve the Awanui flood model. Following consultation with the Awanui River Management Liaison Committee over the outcomes from the Tonkin and Taylor preliminary design, that GHD is commissioned to simulate the preliminary scheme design options utilising the Awanui flood model.	Work by GHD to progress the identified scope of works is substantially complete; all adjustments made, design storms run complete and staff are currently reviewing outputs. Flood map production will be commissioned post staff review and confirmation of the results being a sufficiently accurate representation of flooding. The Liaison Committee met 14 November with landowners of the Whangatane spillway to discuss options for lowering the spillway weir intake. Full update in CEOs Report.	Land/Rivers SPM	1/12/2014	Ongoing

COUNCIL ACTION SHEET

✓	Ref	Forum	Date	Reso/ Request	By	Task Point	Progress Statement	Assigned	Last updated	Anticip. compltn date
	746	Council	18-Mar-14	Reso/Req	Council/ Cr Brown	That the RPC includes marine spatial planning with the process for the plan review - taking into account the fact that council's original intent was to establish a recreational park and not a "no-take" area.	The review of the coastal plan is underway and will consider changes to coastal zoning including the Marine 1 protection zone. Meeting with Fish forever on 1 July occurred with Chair, CEO and Policy Analyst (M Day).	Resource Policy SPM	8/09/2014	
	747	Council	18-Mar-14	Reso	Council	That staff assess the need to attend hearings on the Proposed Auckland Unitary Plan after considering the submissions and recommendations thereon to the hearings panel. Should attendance be warranted, the GM - Planning and Policy to appear and present evidence on behalf of council.	Full update in CEOs Report. A request to be heard at the hearings in relation to RPS Coastal issues has been made.	Resource Policy SPM	8/09/2014	1-Dec-14
	771	Council	15-Apr-14	Req	Ramsey	That the implications of the Health and Safety Reform Bill on volunteers be investigated.	Council officers are regularly attending EMA briefings on this matter and working to ensure the right policies and procedures are in place. The second update has been released regarding section 8 - What are the worker engagement duties?	CEO/ HR Manager	14/10/2014	31-Dec-14
	777/ 778/ 779	Council	15-Apr-14	Reso	Council	That the CEO submits an application to the IAF and authorises the release of \$250k (plus any applicable GST) from the IGR for the irrigation infrastructure project if matching funding has been received through the IAF. If a higher level of funding is required, a further paper to be provided to council for consideration. Council staff to work with NINC and MPI to ensure the application has the optimum chance of success and develop a Comms plan. The scope of the Economic Development Opportunities from Better Water Management Study, once negotiated with MPI, along with an estimate of the resourcing required by NRC for each stage of the project, be brought back to council for approval.	Paper was prepared for September Council meeting identifying MPI support for the revised project plan and agreement was given to proceed.	CEO/Economist/ Finance Manager	28/11/2014	
	808	Council	15-Jul-14	Reso	Council	That the council reviews the operations of Northland Inc. Limited, and the terms in which they operate, within a 6 month period.	Council agreed at the 23 September workshop to wait until the end of the year.	CEO/	25/09/2014	16-Dec-14
	821	RTC	6-Aug-14	Req	Crs Court/ Bain	That an update on the OPUS report regarding resilience be provided at the October 2014 RTC meeting.	NZTA advised the OPUS report was not ready for the October RTC meeting. Will be followed up for the December meeting.	Transport Operations SPM	24/09/2014	1-Oct-14

COUNCIL ACTION SHEET

✓	Ref	Forum	Date	Reso/ Request	By	Task Point	Progress Statement	Assigned	Last updated	Anticip. compltn date
	822	RTC	6-Aug-14	Req	NRC CEO	That FNH be invited to share its strategic thinking regarding the future of air transport in Northland with the RTC.	FNH have confirmed they will provide a presentation at the 3 December RTC meeting.	Transport Operations SPM/Council Secretary	23/09/2014	3-Dec-14
	828	A & R	19-Aug-14	Req	Committee	That the CEO raise at the Next Zone 1 meeting the need for a review of government policy to address current rate collection issues .	Need to progress action point 712/874 before going to Zone 1.	CEO	1/12/2014	
	830	A & R	19-Aug-14	Reso	Committee	That the final pricing for increased insurance cover for Harbour Master and Removal of Wreck be confirmed with the A & R Committee.	In progress Paul Ahlers working on this.	GM Finance/Financial Accountant	6/10/2014	
	833	A & R	19-Aug-14	Req	Committee	That potential forestry opportunities be provided to the Economic Development Working Party for consideration.	In progress. Bob Cathcart asked to identify sites in Northland that may have environmental benefit of being turned into a forest. A report will be provided to EDWP.	GM Finance	28-Oct-14	
	839	A & R	19-Aug-14	Reso	Committee	That the internal audits over Support-Treasury and Democracy and Governance Reporting be undertaken.	Proposals/Quote sought from EY, PwC and Deloitte in relation to a Treasury Management Audit (CEO has approved Deloitte Audit). With regard to audit of report writing: Meetings and Governance Solutions have drafted a project brief based on this; awaiting direction from the Exec Team.	GM Finance/Council Secretary.	1/12/2014	
	846	Council	16-Sep-14	Reso	Council	That the CEO's salary package be increased to \$245,463 backdated until 1 January 2014. That a further review of salary is undertaken in three months' time based on improvements in organisational culture and that the annual salary review date for the CEO be changed to 1 July each year.	In progress.	Human Resources Manager	1/12/2014	31-Dec-14
	850	Council (confidential)	16-Sep-14	Req	Council	That Northland Inc. be invited to a future workshop of council to present the various projects it is working on.	A workshop has been scheduled with Northland Inc on 16 December.	Council Secretary	24/11/2014	
	851	Council (confidential)	16-Sep-14	Reso	Council	That confirmation be sought from the Kerikeri-Waipapa River Liaison Committee before the process detailed in confidential item 10.7 of the 16 September 2014 council agenda be progressed.	Item included in December council meeting agenda. The Kerikeri-Waipapa River Liaison Committee resolved to support lodgement of resource consent for the works but also to delay construction until 2015/16 works season.	Land/Rivers SPM - Rivers PM	1/12/2014	

COUNCIL ACTION SHEET

✓	Ref	Forum	Date	Reso/ Request	By	Task Point	Progress Statement	Assigned	Last updated	Anticip. compltn date
	853	Council Worksh op	23-Sep-13	Req	Council	That the CEO work with Northland Inc. to investigate the suitability of sites (in strict alignment with the Northland Moorings and Marinas Strategy) on the premise of "laying the way" for private investment into a marina.	Noted.	CEO/ Northland Inc	14/10/2014	
	854	RTC	1-Oct-14	Req	Committee	That the current policies relating to the Total Mobility Scheme be circulated to RTC members and that they be reviewed to identify any potential improvements, within the NZTA framework, that could be of benefit to the community.	Copies of the Total Mobility Administration Manual will be available for members at the 3 December meeting. The 50% discount a passenger receives is nationally consistent across the country, with NZTA subsidising the Northland portion at 40% and WDC at 60%. Should our council wish to change this, then we would have to talk to the people who fund it, being NZTA and WDC.	Transport Operations SPM	1/12/2014	3-Jan-00
	858	RTC	1-Oct-14	Reso	Committee	That a progress report on the Draft Northland RLTP 2015-2018 be provided to the December 2014 RTC meeting.	Will be submitted to 3 December RTC meeting.	Transport Operations SPM	14/10/2014	3-Dec-14
	860	EMC	13-Oct-14	Req	Committee	That an update/report on "Go Slow", the disease of working dogs which induces fatigue and muscle wastage, be provided to the 8 December 2014 meeting of the EMC.	Actioned: presentation to be given at 8 December 2014 meeting.	Biosecurity SPM	28/11/2014	8-Dec-14
	861	EMC	13-Oct-14	Req	Cr Carr	That the EMC be provided with a presentation regarding water allocation, and the security of supply, for the farming industry.		Operations Director		
	862	EMC	13-Oct-14	Reso	Committee	That any changes to the Environment Fund criteria, as a result of the council LTP 2015-2025 workshops, be brought back to the Committee for confirmation and any changes not to commence until after 1 July 2015.		Land/Rivers SPM		
	863	EMC	13-Oct-14	Req	Cr Court	That it be investigated whether there are any synergies between the Otiria Flood Mitigation project and the working being undertaken by the NZTA, in conjunction with OPUS, to review Northland's "resilience" and how it affected communities (based on floods and slips)		Land/Rivers SPM		

COUNCIL ACTION SHEET

✓	Ref	Forum	Date	Reso/ Request	By	Task Point	Progress Statement	Assigned	Last updated	Anticip. compltn date
	864	EMC	13-Oct-14	Req	Cr Carr	That Wiremu Wiremu (also known as Bill Williams) from the Otiria Marae be contacted to clarify the issues surrounding the flooding impacts on the rail bridge 236 in Otiria.		Land/Rivers SPM		
	867	Council	21-Oct-14	Req	Cr Ramsey	That the development of best practise guidelines for mangrove management be actively pursued.		CEO/ Consents Monitoring SPM		
	868	Council	21-Oct-14	Req	Cr Carr	That the need for FNDC to be involved and have input into the river liaison committees be re-emphasised with the Acting FNDC CEO.	Letter being drafted.	CEO	1/12/2014	
	870	Council	21-Oct-14	Req	Cr Sinclair	That the variation between RSHL's budgeted and actual audit fees be investigated.	Have requested clarification.	CEO	1/12/2014	
	873	Council	21-Oct-14	Reso	Council	That a paper be provided to the 18 November A & R Committee providing a recommended course of action to address the significant performance measures that council had not achieved.	This paper was deferred to the 8 December council meeting.	CEO/GM Finance	28/11/2014	8-Dec-14
	876	Council	21-Oct-14	Reso	Council	That the Regional Plan Review Project assesses the management of moorings outside of Marine 4 (Moorings including Marinas) Management Areas.	The management of moorings has been discussed in plan review workshops and is addressed in the plan review documents. The review is due to be completed December 2014. Options for mooring management will continue to be considered into the plan development phase.	Policy Specialist/ Resource Policy SPM	13/11/2014	December 2014
	880	Council (confidential)	21-Oct-14	Reso	Council	That the CEO approves the release of loan financing to REL once the necessary conditions have been met.	CEO has been in consultation with REL on conditions. REL is working to provide the necessary assurances. In the meantime, the Term Loan Facility Agreement is being prepared.	CEO/Economist	28/11/2014	19/12/2014

ITEM: 6.1

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ISSUE: Financial Report to 28 November 2014**ID:** A707786**To:** Council Meeting, 9 December 2014**From:** Angela Hobden, Financial Accountant**Date:** 27 November 2014

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 checked="" type="checkbox"/> Annual\Long Term Plan	<input checked="" type="checkbox"/> Other
Significance Policy:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Due to the early reporting for the December council meeting the Financial Report to 28 November 2014 will be a tabled item.

ITEM: 7.1

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ISSUE: Amendment of Audit and Risk Committee Provisions**ID:** A707112**To:** Council Meeting, 9 December 2014**From:** Malcolm Nicolson, Chief Executive Officer**Date:** 25 November 2014

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"/>	Triggered	<input checked="" type="checkbox"/>	Not Triggered		

Executive summary:

This report presents the next stage of recommendations regarding proposed changes to the structure, terms of reference, and title of the Audit and Risk Committee, which were the subject of an item at the last council meeting of 18 November 2014¹. That report was left to lie on the table pending further workshop discussion, which has since occurred, resulting in minor amendments.

Legal compliance and significance assessment:

The provisions of Schedule 7 of the Local Government Act 2002 regarding the establishment of subordinate decision-making bodies and delegations are relevant to this matter. The recommendations set out below are compliant with those provisions. The matter does not trigger any thresholds of the council's significance policy and is therefore considered to be of low significance.

Recommendations:

1. That the report, 'Amendment of Audit and Risk Committee Provisions', by Malcolm Nicolson, Chief Executive Officer, and dated 25 November 2014, be received.
2. That the Audit and Risk Committee be renamed the 'Finance Committee', with amended terms of reference and delegations as set out in **Attachment A** pertaining to Item 7.1 of the 9 December 2014 council meeting agenda.
3. That from the start of the 2015 calendar year, the Finance Committee shall meet three (3) times per year.
4. That the reporting line for the Economic Development Working Party be changed from the Finance Committee to the full council.
5. That Mr Geoff Copstick be appointed to the Economic Development Working Party.

¹ Refer Item 3.2, pages 7-16 of the agenda dated 18 November 2014, document reference OBJ A701255, available on request from the Council Secretary.

ITEM: 7.1

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6. That Councillors David Sinclair and Bill Shepherd, and Mr Geoff Copstick, be appointed to the Audit Working Group.
 7. That Councillors David Sinclair and John Bain, and Mr Geoff Copstick, be appointed to the Treasury Management Working Group.
 8. That Councillor Dimery and an independent expert (yet to be identified) be appointed to the Hazard Risk Management Working Group.
-

ITEM: 7.1

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Report:

Council received a report at its extraordinary meeting of 18 November 2014 presenting recommendations by Mr Geoff Copstick, independent member of the Audit and Risk Committee (the committee), on proposed changes to the committee's structure, practices and terms of reference.

Council decided to workshop the item prior to resolving any changes. As a result, this report suggests some minor revisions to the original recommendations, namely that:

- All 'subordinate bodies' of the committee will be working groups, with no formal delegated powers other than to make recommendations to the committee on matters in its terms of reference that are within their purview.
- That staff involvement on working groups is in an advisory capacity, rather than as appointed members.
- Two councillors, not just one, be appointed to the Audit Working Group.
- Two councillors, not just one, be appointed to the Treasury Management Working Group.
- The Economic Development Working Party:
 - Retains its current property portfolio functions;
 - Gains Geoff Copstick as a member; and
 - Reports henceforth directly to council, not the committee.

The council's workshop discussion centred on issues of transparency, accountability, governance and efficiency. The role of the 'subordinate bodies' was clarified as being purely advisory in nature, i.e. the council did not envisage that any would, or should, be delegated any formal decision-making powers. Rather, the role of each group is to consider issues within their purview and make recommendations to the committee (or, in the case of the Economic Development Working Party, to the council). The workshop discussion also highlighted the council's view that the appointment of an additional councillor to both the Audit Working Group and the Treasury Management Working Group was appropriate given the significance of these matters to council performance.

On reflection since the workshop discussion, I further recommend that council give consideration to reverting the committee's functions in respect of council-controlled organisations to itself. My reasoning is that the Economic Development Working Party (which will have Mr Copstick's expertise on board subject to that resolution being made today) could then be assigned broader responsibility to consider CCO matters and make recommendations to council for decision, i.e. in addition to its current role to review Northland Inc.'s recommendations on Investment and Growth funding. However, I suggest the committee retain the delegation to review CCO's financial performance.

Revisions to the committee's terms of reference, incorporating both Mr Copstick's earlier recommendations and the minor revisions discussed at the recent workshop, are **attached**.

- 1. Document Approval

Date	Section Amended	Sign
30 November 2013	Updated for appointment of committee members as per council resolution at its 6 November 2013 council meeting.	Chris Taylor
3 February 2014	Updated for amendment as by council resolution at its 28 January 2014 council meeting.	Chris Taylor
12 May 2014	Updated for the appointment of an independent member to the Committee by council resolution (at its 15 April council meeting).	Chris Taylor
25 August 2014	Updated for change in Northport Limited's name to Marsden Maritime Holdings Limited.	Chris Taylor

COMMITTEE TERMS OF REFERENCE

Finance Audit and Risk Committee

Membership

The Finance Audit and Risk Committee (the committee) shall be comprised of all nine (9) councillors and ~~an~~ independent member(s).

Chairperson: David Sinclair

Deputy Chairperson: Paul Dimery

Members: John Bain

Member for Te Hiku constituency (following by-election) Dennis Bowman

Craig Brown

Joe Carr

Graeme Ramsey

Dover Samuels

Bill Shepherd

Geoff Copstick (independent member)

Quorum

The quorum for meetings of the committee shall be five (i.e. half of the members when the membership is even).

Objective

The objective of the committee is to provide assurance and assistance that the council's financial, health and safety, risk, reporting, control and compliance frameworks, and its external accountability responsibilities are fulfilled.

Role and responsibilities

To act as Council's audit, risk and compliance monitoring committee covering

- Risk Management
- The internal control environment
- Health and Safety
- Legislative and regulatory compliance
- Internal audit and assurance
- External audit
- Financial reporting
- ~~Non-financial reporting against council's objectives and Long Term Plan targets~~
- Investment ~~property and funds~~
- ~~Shareholder responsibilities and the governance of responsibilities of council for its Council Controlled Organisations~~

The committee is directly responsible and accountable to the council for the exercise of its responsibilities. In carrying out its responsibilities, the committee must at all times recognise that primary responsibility for management of the council rests with the Chief Executive.

Working Groups

The Committee shall be supported by the following working groups:

- Audit
- Hazard Risk
- Treasury Management

The committee is further authorised to fulfil its role and responsibilities through the establishment or disestablishment of other working groups as the committee sees fit. Working groups can include councillors, independent members, and advisors whose skills and experience are appropriate to the work being done. The staff member responsible to provide support to the working groups shall be the Chief Executive, who may delegate the role. The Chairman of Council shall be ex-officio on all working groups.

Delegated Authority and functions

The council authorises the committee, within the scope of its role and responsibilities, to:

1. General

- make decisions in accordance with the Terms of Reference
- obtain any information it needs from ~~any employee~~ the CEO and/or external party (subject to their legal obligation to protect information);
- discuss any matters with the external auditor, or other external parties (subject) to confidentiality considerations);
- request the attendance of any employee, ~~including subject to~~ the Chief Executive's approval, at ~~committee~~ meetings of the committee or its working groups;
- obtain external legal or other professional advice, as considered necessary to meet its responsibilities, at the council's expense;
- co-opt a person as a (non-voting) member of the committee to assist with special projects;
- recommend to council that additional members be appointed to the committee should it consider wider representation would be of assistance in performing its functions;
- appoint ~~subcommittees or working groups~~ —to make recommendations to the committee on any matters of responsibility within the committee's Terms of Reference, and act in accordance with resolutions of the committee (in line with specific limitations) where there is urgency or special circumstance; and
- undertake such other functions as may be delegated by council from time to time.

2. Financial Management and Reporting

The committee's responsibilities are to:

- a. Monitor and report on the quarterly financial performance against budget.
- b. Make recommendations to council on any forecast variances against the Annual Plan.
- c. Determine the means of reporting financial reporting to council and the public.
- d. Approve the w~~w~~rite-off of outstanding accounts where necessary.
- e. Approve the payment of funding (grants etc.) to external parties in line with
 - funding allocations made in the relevant Long Term Plan and Annual Plan (e.g. NEST. Northland Inc., Bird Recovery, GHARTCreative Northland) and
 - ensure any financial or other reporting ~~conditions of requirements of~~ council funding are met (e.g. NEST has bi-annual financial reporting as a condition of funding)

- f. Review the financial performance of all Council Controlled Organisations and Council Organisation.
- g. Maintain an overview of council's financial reserves to deal with unexpected financial contingencies.

3. Budgets and quality assurance

The committee's responsibilities are to:

- a. Oversee the preparation of budgets from a governance perspective.
- b. Review quality assurance processes and practice to ensure adherence to statutory requirements and best practice.
- c. ~~To~~ ~~Approve~~ transfers between Operational Expenditure and Capital Expenditure within existing activity and group of activity budgets.
- d. ~~To~~ ~~approve~~ transfer of budget between activities.

4. Risk management

The committee's responsibilities are to:

- a. Review council's risk management framework, policy and associated procedures for effective identification and management of the council's financial and business risks, including fraud.
- b. Review the council's corporate risk register in line with the council's risk management framework, policy and associated procedures.
- c. Review whether a sound and effective approach has been followed in developing strategic risk management plans for major projects or undertakings.
- d. Review the effect of the council's risk management framework on its control environment and insurance arrangements.
- e. Review whether a sound and effective approach has been followed in establishing council's business continuity planning arrangements, including whether disaster recovery plans have been tested periodically.
- f. Review council's fraud control plan and satisfy itself that the council has appropriate processes and systems in place to capture and effectively investigate fraud-related information.
- g. Review and monitor the council's policies and practices relating to sensitive expenditure.

5. Health and Safety

The committee's responsibilities are to:

- a. Consider and review the council's health and safety management system, including receiving reports from management on the system and organisational wellness.

6. Internal audit

The committee's responsibilities are to:

- a. Act as a forum for communication between the Chief Executive, senior management, and internal and external auditors.
- b. Review the internal audit coverage and annual work plan, ensure that the plan is based on the council's risk management plan, and recommend approval of the plan by the council and Chief Executive.
- c. Advise the council on the adequacy of resources to carry out the internal audit, including completion of the approved internal audit plan.
- d. Oversee the co-ordination of audit programmes conducted by the internal and external auditors and other review functions.

- e. Liaise with the auditor and review all audit reports and provide advice to the council/Chief Executive on significant issues identified in audit reports and action taken on issues raised, including identification and dissemination of good practice.
- f. Monitor management's implementation of the internal auditor's recommendations.
- g. Review the internal audit charter to ensure that appropriate organisational structures, authority, access, and reporting arrangements are in place.
- h. Periodically review the performance and effectiveness of the internal auditor.

7. External audit

The committee's responsibilities are to:

- a. Act as a forum for communication between the Chief Executive, senior management, and internal and external auditors.
- b. Provide input and feedback on the financial statements and the audit coverage proposed by the external auditor, and provide feedback on the audit services provided.
- c. Review all external plans and reports for planned or completed audits and monitor management's implementation of audit recommendations.
- d. Oversee the co-ordination of audit programmes conducted by the internal and external auditors and other review functions.
- e. Provide advice to the council on action taken on significant issues raised in relevant external audit reports and good practice guides.

8. External reporting/performance reporting

The committee's responsibilities are to:

- a. Review and recommend to council the adoption of the Annual Report and Summary Annual Report, focusing particularly on:
 - i. any changes in accounting policies and practices;
 - ii. major judgemental areas;
 - iii. significant adjustments resulting from audit;
 - iv. compliance with financial reporting and other applicable standards;
 - v. compliance with statutory requirements; and
 - vi. other reports prepared by management for release to stakeholders, such as any summary financial reports.
- b. ~~To R~~review six month, nine month and full year statement of service reporting, focusing particularly on:
 - i. Ensuring reporting meets Auditor Guidance -4 –*The audit of service performance reports* to Local Government.
 - ii. the quality of the overall "story" the performance reporting tells;
 - iii. the reliability and accuracy of the reporting;
 - iv. the completeness of the reporting against the performance framework as outlined in the Long Term Plan; and
 - v. compliance with relevant legislation (in particular the Local Government Act 2002, Schedule 10).

9. Funding, Financial and Other Policies

The committee's responsibilities are to:

- a. Review and recommend to the council any changes required to council's funding and financial policies including those required under Section 102 of the Local Government Act (LGA) 2002:

- i. Revenue and Financing Policy
- ii. Treasury Management Policy (incorporating Liability Management Policy and Investment Policy)
- iii. Policy on Financial Contributions
- iv. Charging Policy
- v. Rating Policies, including rates relief, policies on remissions and policies on postponement of rates on Māori freehold land.
- b. Review and recommend to the council any changes to other policies required under LGA 2002, including, but not limited to the following:
 - i. Policy on Significance (LGA Section 90) and
 - ii. Policy on the Appointment of Directors to Council Organisations (LGA Section 57).

10. Investment Functions

The committee's responsibilities are to:

- a. Undertake the investment functions referred to in the Treasury Management Policy adopted within the current LTP. These functions include:
 - i. To review performance and compliance against council's Treasury Management Policy (and its objectives) and reporting for the Community Investment Fund (Statement of Investment Policy and Objectives).
 - ii. To make recommendations to Council on any changes to the construction of investment portfolios, the Community Investment Fund Statement of Investment Policy and Objectives, the objectives and policies in the Treasury Management Policy, and investment management appointees.
 - iii. To recommend to the council targets, policies and strategies for undertaking its commercial and investment activities.
 - iv. To oversee the administration, review and make recommendations on the council's ~~commercial assets and forestry activities and~~ investment opportunities.
 - ~~v. To approve the selling, leasing and acquisition of property consistent with council policy in the Long Term Plan and relevant Annual Plan.~~

11. Legislative compliance

The committee's responsibilities are to:

- a. Determine whether management has appropriately considered legal and compliance risks as part of council's risk assessment and management arrangements; and
- b. Rreview the effectiveness of the system for monitoring council's compliance with relevant laws, regulations, and associated government policies.

12. ~~Council Controlled Organisations and~~ the PortMarsden Maritime Holdings Ltd

The committee's responsibilities are to:

- ~~a. Liaise with all Council Controlled Organisations, and Council Organisations and their subsidiaries in accordance with the requirements of the LGA 2002 and any relevant Trust Deeds, Constitution or other governance documents including:

 - ~~i. To receive all Draft Statements of Intent (SOI) by 1 March each year;~~
 - ~~ii. To consider Draft SOI and make any comments on behalf of council on the Draft by 30 April each year;~~
 - ~~iii. To receive all final SOI by 30 June each year;~~
 - ~~iv. To recommend to council any necessary modification to a Council Controlled Organisation's and Council Organisation's Statement of Intent~~~~

- ~~v. To appoint directors to Council Controlled Organisations /Council Organisations in accordance with the provisions of the LGA (2002), the council's Policy of the Appointment of Directors to Council Organisations and the relevant Council Controlled Organisation's or Council Organisation's governance documents (e.g. constitution/deed etc.)~~
- ~~vi.i. To review the financial performance of all Council Controlled Organisations and Council Organisations.~~
- ~~vii. To monitor actual performance of all Council Controlled Organisations and Council Organisations compared to key performance targets and other measures set out in the relevant LTP, Annual Plan and SOI; and~~
- ~~viii. To review any Trust Deeds, Constitution or other governance structures of all Council Controlled Organisations and to recommend any changes to the council as appropriate.~~
- ~~ix. To appoint council's shareholder representatives all of whom must be elected members for all Council Controlled Organisations and Council Organisations (for exercising council's shareholder responsibilities e.g. attending and voting at AGMs, appointment of directors etc.). Council's Shareholder representatives have delegated authority to act on behalf of the committee on all responsibilities contained in 12a.~~
- ~~b.a. To appoint council's shareholder representatives for Marsden Maritime Holdings Limited with delegated authority to exercise council's shareholder responsibilities e.g. attending and voting at AGMs, appointment of directors etc.)~~

No Delegated Authority – Power to Act

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 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.

ISSUE: Policy on Māori Participation in Council Decision-making Processes.**ID:** A704088**To:** Council Meeting, 9 December 2014**From:** Malcolm Nicolson, Chief Executive Officer**Date:** 14 November 2014

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 type="checkbox"/> Other
Significance Policy:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Executive summary:

Following discussion at a council workshop on 11 November 2014, the council has reviewed its current policy on Māori participation in council decision-making.

This item presents the final policy for formal adoption by the council.

Legal compliance and significance assessment:

The adoption of a Māori participation in decision-making policy is a requirement of Schedule 10 Part 1–8 of the Local Government Act 2002.

‘A long term plan must set out any steps that the local authority intends to take, having undertaken the consideration required by section 81(1)(b), to foster the development of Māori capacity to contribute to the decision-making processes of the local authority over the period covered by the plan.’

Recommendations:

-
1. That the report ‘Policy on Māori Participation in Council Decision-making Processes’ by Malcolm Nicolson, Chief Executive Officer, and dated 14 November 2014, be received.
 2. That in accordance with the requirements of Schedule 10 Part 1–8 of the Local Government Act 2002, the council adopts the **attached** Māori participation in decision-making policy.
 3. That the council authorises the Chief Executive Officer to make any necessary drafting, typographical or presentation corrections to the policy.
-

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Report:

In the course of developing its Long Term Plan 2015–2025, the council supported adopting new council objectives and a framework that sets out these new objectives into three categories being:

1. Community outcomes;
2. Values; and
3. Key focus areas.

Furthermore, the council recognised Māori engagement as one of its four key areas of focus for the coming years to:

‘Develop meaningful and inclusive relationships with iwi and tangata whenua within Te rohe o Te Tai Tokerau.’

In order to meet this key focus area a review was conducted and amendments were made to the existing policy on Māori participation in council decision-making processes, to provide clear guidance throughout the period of the next Long Term Plan 2015–2025. The **attached** policy reflects these changes which are summarised below:

1. General amendments

The use of ‘Māori’ in the policy provides two functions:

- a. The Local Government Act recognises and uses the term ‘Māori’ and makes obligations to Māori in particular section 81 of the LGA 2004¹; and
- b. Avoids and mitigates the political views and differences within the cultural societal structure of Māoridom i.e. hapu and iwi structures.

2. Formatting

Each statement/paragraph is matched against the preceding bullet points that reflect how council intends to achieve these.

3. Other amendments**a. Māori liaison**

This part of the policy provides a process of establishing and maintaining a close connection with Māori and Māori tribal organisations. It includes clear processes for consultation and involvement in decision-making. This section will require some minor word changes.

b. Relationships with Māori

This part of the policy gives effect to the Local Government Act 2002 which provides a range of provisions regarding the relationship of local government with Māori. The intention of these provisions is the facilitation of participation by Māori in the decision-making processes of local authorities.

¹ Contributions to decision-making processes by Māori

A local authority must—

- (a) establish and maintain processes to provide opportunities for Māori to contribute to the decision-making processes of the local authority; and
- (b) consider ways in which it may foster the development of Māori capacity to contribute to the decision-making processes of the local authority; and
- (c) provide relevant information to Māori for the purposes of paragraphs (a) and (b).

Māori participation in decision-making policy

Policy on relationships with Māori

The Local Government Act 2002 contains a range of provisions regarding the relationship of local government with Māori. The intention of these provisions is the facilitation of enduring participation by Māori in the decision-making processes of local authorities.

In addition to the obligations within the Local Government Act, the Resource Management Act 1991 outlines specific obligations for regional councils regarding:

- Kaitiakitanga;
- The principles of the Treaty of Waitangi; and
- The relationship between Māori and their culture and traditions with their ancestral lands, water, sites, wāhi tapu, and other taonga.

Set out below are the Northland Regional Council processes in place to give effect to these obligations and to develop Māori capacity to contribute to decision making.

Relationships

Northland Regional Council realises the need to form transparent and responsive relationships in order for them to be meaningful. Council has recognised this through one of its four key areas of focus for the coming years:

- Develop meaningful and inclusive relationships with iwi and tangata whenua within Te rohe o Te Tai Tokerau.

To achieve this council will continue to work at all levels to establish and maintain relationships with Māori and is committed to developing:

- Our relationship and engagement with Māori;
- A solid platform for decision making;
- Meaningful and inclusive engagement;
- Services and activities that foster the ability and capacity of Māori to contribute to decision making; and
- Better outcomes for Māori and Northland.

In order to better facilitate the participation of Māori in council's decision-making processes council's first priority is to develop a productive relationship with tangata whenua through the establishment of a Standing committee of council. To achieve this council will:

- Invite Māori to participate in the establishment of the Te Tai Tokerau Māori Advisory Standing committee;
- Work with Māori to develop a terms of reference; and
- Work together on the purpose and vision for the committee.

Underlining this commitment council acknowledges that to foster a relationship with Māori it needs to build its own capacity to engage. Council will therefore provide opportunities to elected representatives and staff to gain a better understanding of Te Ao Māori through Treaty of Waitangi and Cultural Awareness training.

Treaty of Waitangi

Council recognises that a special relationship exists between Māori and the Crown through the Treaty of Waitangi. The Treaty cements the relationship between the Crown and Māori as Treaty partners.

The council will continue to work with the Office of Treaty Settlements by way of provision of information and, where relevant, participate and contribute to investigations of various settlement instruments during the negotiation of claims.

Where settlements have been passed into legislation, the council will enact any legislative requirements of them or directions from the Minister, such as Memorandum of Understanding.

Council will promote the development of an organisational framework and structure for policy and decision making that acknowledges and builds on the Treaty of Waitangi.

Iwi liaison

Section 13 of the council's Governance Statement details the key tasks of council's Iwi Liaison policy, while section 12 outlines the council's consultation policy including consultation with Māori. A copy of the Governance Statement is available on the council's website www.nrc.govt.nz/governance.

The council views the process of iwi liaison as one of establishing and maintaining a close connection with Māori through clear processes for input and participation in council decision-making. By doing so, the council recognises Māori as being a culturally distinct group with different perspectives from the wider community.

Provision of information

Northland Regional Council recognises that in order for Māori to effectively contribute to the decision-making process of council, it is essential that relevant information is provided to support this process.

By providing information, the council acknowledges it needs to be cognisant that it is relevant, clear and provided in a timely fashion in a manner that is appropriate.

Contribute to decision-making and capacity building

The Northland Regional Council will continue to provide opportunities for Māori to gain knowledge of council processes and to support avenues for Māori to participate in the decision-making processes. The council will also continue to recognise the special relationship Māori have with the natural and physical resources of the region.

Once the first steps have been taken, council hopes to build a meaningful and inclusive relationship with tangata whenua that will see us broadening our relationship and engaging directly around major issues, proposals and consultations.

We will continue to build on the operational and management arrangements we have such as continuing to attend and participate in the Iwi Local Government Authority Chief Executives Forum, engaging with the technical expertise within Māoridom and maintaining our open door policy of interaction and engagement of tangata whenua in council projects and initiatives.

As we develop this policy and the elements within it, we will develop our evaluation model(s) to ensure our efforts are effective. We will do this and conduct our evaluations in ways that recognise and acknowledge that Māori, as individuals and collectives, have diverse interests and aspirations.

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ISSUE: Amendments to Standing Orders**ID:** A707677**To:** Council Meeting, 9 December 2014**From:** Chris Taylor, Council Secretary**Date:** 27 November 2014

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"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Executive summary:

The Local Government Act 2002 Amendment Act 2014 set the parameters for the attendance and participation in meetings of a local authority by audio or audiovisual link.

On behalf of the sector, Local Government New Zealand commissioned the necessary expertise to consider the practical consequences of the various provisions within the Act and translate these into recommended amendments to Model Standing Orders.

Council is requested to consider the adoption of these amendments.

Legal compliance and significance assessment:

In accordance with Schedule 7 of the Local Government Act 2002 (LGA), the conduct of meetings of the council and its committees is prescribed by a set of standing orders. Amendment of the standing orders or the adoption of new standing orders requires, in every case, a vote of not less than 75% of the members present.

This report seeks to align council's Standing Orders with amendments to the LGA and is based on the best practice guidelines provided by Local Government New Zealand. The matter is deemed to be of low significance because it is a minor procedural change to Standing Orders.

Recommendations:

-
1. That the report 'Amendments to Standing Orders' by Chris Taylor, Council Secretary, and dated 27 November 2014, be received.
 2. That council adopts the amendments to Standing Orders as detailed in **Attachment One** to Item 7.3 of the 9 December 2014 council meeting agenda.
-

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Report:

The ability for attendance at meetings of a local authority, via the use of audio or audiovisual link, has been under review by the local government sector for considerable time. Until recently legislation has stipulated that matters before a local authority must be decided at a meeting by vote; and by the majority of members that are **present** and voting.

In this regard, the Local Government Act 2002 Amendment Act 2014 was keenly anticipated as it set the parameters for the attendance and participation in meetings of a local authority by audio or audiovisual link.

Local Government New Zealand undertook on behalf of the sector to seek the necessary expertise to evaluate the practical implications of the legislation and how this could best be translated into amendments to Model Standing Orders. This process included discussions with a number of contributing councils (including the NRC), Standards New Zealand and the Department of Internal Affairs. LGNZ also sought independent legal advice.

The amendment to the Local Government Act (LGA) (Schedule 7 clause 27(5)(a)), provides that where a local authority wishes to permit attendance at meetings by audio link or audiovisual link 'the local authority must first provide for this matter in its standing orders'.

The voting rules to amend Standing Orders is contained in Schedule 7 clause 27(3) of the LGA which states, 'After the adoption of the first standing orders of the local authority, an amendment of the standing orders or the adoption of a new set of standing orders requires, in every case, a vote of not less than 75% of the members present'.

The recommended amendments to Standing Orders, included as **Attachment One**, provide the explicit detail as to how remote attendance could be practically managed. However, there are two key elements of note:

- i. A member attending a meeting via audio link or audiovisual link does not count as present for the purposes of a quorum. This means that there must be sufficient members physically present in the meeting room to constitute a quorum.
- ii. If a quorum is present, a member attending a meeting via audio link may vote on a question at the meeting (through the recommended addition of Standing Order 2.19.6).

LGNZ also provided the following commentary for council's consideration

There may be some provisions that your council might wish to amend to meet circumstances specific to your council. In particular, you might like to look closely at Clause 2.19.3. In this clause, amongst other matters, we specify that the right to attend a meeting by audio or audiovisual link should not apply to meetings which are in the nature of a hearing. In our view it is important that people making submissions or giving evidence to a hearing panel should be given the courtesy of direct engagement with elected members or commissioners. Your council may also believe that there are other occasions where it is important for members to be physically present.

This matter is now set down for discussion.

2.19 ATTENDANCE AT MEETINGS BY MEMBERS OF THE LOCAL AUTHORITY OR OF ANY COMMITTEE OF THE LOCAL AUTHORITY BY AUDIO LINK OR AUDIOVISUAL LINK

Statutory provision for attendance at meetings by audio link or audiovisual link

2.19.1

“A member of a local authority, or of a committee of a local authority, has, unless lawfully excluded, the right to attend any meeting of the local authority or committee by means of audio link or audiovisual link if ... the presiding member at that meeting is satisfied that all conditions and requirements in the standing orders in relation to attendance at that meeting by means of audio link or audiovisual link are met.”

[Clauses 25A(1) and 27(5)(a), Schedule 7, LGA]

Definitions for the purposes of this Standing Order

2.19.2

“ ‘audio link’ means facilities that enable audio communication between participants at a meeting when 1 or more of them is not physically present at the place of the meeting

“ ‘audiovisual’ link means facilities that enable audio and visual communication between participants at a meeting when 1 or more of them is not physically present at the place of the meeting.”

[Clause 25A(7), Schedule 7, LGA]

Meetings to which Standing Order 2.19 applies

2.19.3

Subject to the provisos below the presiding member may permit attendance by a member at meetings of the local authority or of the committee by means of audio link or audiovisual link either generally or for specified meetings:

- (a) If the member is representing the Council at some place which makes the member’s physical presence at the meeting impossible or impracticable,
- (b) If the member lives more than 75 kilometres by road from the place of the meeting, or
- (c) If the member is temporarily absent from the member’s usual place of residence and more than 75 kilometres by road from the place of the meeting, or
- (d) To accommodate the member’s illness or infirmity, or
- (e) To accommodate unforeseen circumstances such that physical attendance is not possible,

Provided however that Standing Order 2.19 does not apply to meetings in the nature of hearings (for instance, hearings under the Local Government Act 2002 or the Resource Management

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Act 1991), and

Provided that the necessary audio or audiovisual technology is available to facilitate the member's request.

[Clause 25A(1), Schedule 7, LGA]

Prior arrangements to enable a member of a local authority, or of a committee of a local authority to attend any meeting of the local authority or committee by means of audio link or audiovisual link under Standing Order 2.19

2.19.4

- (a) Where it is possible to do so, a member of the local authority or of any committee shall give the chairperson and the chief executive not less than two clear working days' written notice of the member's desire to attend a meeting of the local authority or of the committee by means of audio link or audiovisual link for specified meetings.
- (b) Where, because of the member's illness or infirmity or some emergency, it is not possible for a member to give the chairperson and chief executive not less than two working days' written notice of the member's desire to attend a meeting of the local authority or of the committee by means of audio link or audiovisual link the member may give less than two working days' written notice.
- (c) The chief executive shall take reasonable steps to seek to facilitate a member's desire to attend a meeting of the local authority or of the committee by means of audio link or audiovisual link.
- (d) An act or proceeding of the local authority or committee is not invalidated if a member's request under this Standing Order 2.19 is not accommodated or if there is any technological failure or defect in any audio link or audiovisual link for a meeting.

[Clauses 25A(1) and 27(5), Schedule 7, LGA]

Duties of the person presiding where a member of a local authority, or of a committee of a local authority, participates in a meeting under Standing Order 2.19

2.19.5

- (a) Where a member of a local authority, or of a committee of a local authority attends any meeting of the local authority or committee by means of audio link or audiovisual link the **"person presiding must ... ensure that—**
 - [(i)] technology for the audio link or audiovisual link is available and is of suitable quality; and**
 - [(ii)] the procedure for the use of that technology in all the circumstances of the particular meeting will ensure that—**
 - [A] all those participating in the meeting can hear**

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- and be heard by each other; and
- [B] in relation to [Standing Order 2.19.1], the attendance of a member by means of audio link or audiovisual link does not reduce the accountability or accessibility of that person in relation to the meeting; and
- [C] the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987 are met.”

- (b) Where a member of a local authority, or of a committee of a local authority, participates in a meeting under this Standing Order the chairperson may direct that the audio link or audiovisual link be terminated after taking into account relevant factors including:
- (i) That having people participating by audio link or audiovisual link has unreasonably increased or may unreasonably increase the length of the meeting,
 - (ii) The behaviour of the people participating by audio link or audiovisual link,
 - (iii) The style, degree and extent of inter-action between the different people participating by audio link or audiovisual link, and
 - (iv) Any distraction to those physically present at the meeting caused as a result of having people participating by audio link or audiovisual link.

[Clause 25A(1) and (3), Schedule 7, LGA]

Member not physically present at meeting not to be counted as present for the purposes of the quorum

2.19.6

- (a) “Despite [Standing Order 2.20.1], a member of the local authority who is not physically present at the meeting is not to be counted as present for the purposes of clause 23 [of Schedule 7 of the Local Government Act 2002].”

[Clause 25A(4), Schedule 7, LGA]

Local authority not required to make technology for an audio link or audiovisual link available

2.19.7

“Nothing in this [Standing Order] requires [the] local authority to make technology for an audio link or audiovisual link available.”

[Clause 25A(5), Schedule 7, LGA]

Giving or showing documents to a person appearing at a meeting by way of audio link or

2.19.8

“A document may be given or shown to, or by, a person appearing at a meeting by way of audio link or audiovisual link—

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- audiovisual link**
- (a) **by transmitting it electronically; or**
 - (b) **by use of audiovisual link (if the person is appearing by audiovisual link); or**
 - (c) **by any other manner that the person presiding thinks fit.”**
- [Clause 25A(6), Schedule 7, LGA]

- Local authority not responsible for the failure of any audio link or audiovisual link**
- 2.19.9**
- “The local authority is not responsible for the consequences of any inadequacies or any failure of an audio link or audiovisual link, but if any member ceases to be able to participate in a meeting by reason of any technological failure or defect in any audio link or audiovisual link for the meeting that member shall be deemed to have ceased to be in attendance at the meeting.”
- [Clause 25A(1), Schedule 7, LGA]

2.20 ATTENDANCE AT MEETINGS BY MEMBERS OF THE PUBLIC AT MEETINGS OF THE LOCAL AUTHORITY OR OF ANY COMMITTEE OF THE LOCAL AUTHORITY BY AUDIO LINK OR AUDIOVISUAL LINK

- Statutory provision for attendance at meetings by audio link or audiovisual link**
- 2.20.1**
- “A person other than a member of a local authority, or committee, may participate in a meeting of the local authority or committee by means of audio link or audiovisual link if ... the presiding member at that meeting is satisfied that all conditions and requirements in the standing orders are met in relation to—
- (i) **participation at that meeting by persons other than members; and**
 - (ii) **the use of audio link or audiovisual link for that participation.”**
- [Clauses 25A(2) and 27(5)(a), Schedule 7, LGA]

- Definitions for the purposes of this Standing Order**
- 2.20.2**
- “ ‘audio link’ means facilities that enable audio communication between participants at a meeting when 1 or more of them is not physically present at the place of the meeting
- “ ‘audiovisual’ link means facilities that enable audio and visual communication between participants at a meeting when 1 or more of them is not physically present at the place of the meeting.”

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[Clause 25A(7), Schedule 7, LGA]

**Meetings to which
Standing Order 2.20
applies**

2.20.3

Subject to the provisos below the presiding member may permit a person other than a member of a local authority or committee, to participate in a meeting by means of audio link or audiovisual link for specified meetings. When considering whether or not to grant such permission the presiding member may take into account factors such as:

- (a) The likely length of the meeting and the possibility that having people participating by audio link or audiovisual link may unreasonably increase the length of the meeting,
- (b) The potential behaviour of people participating by audio link or audiovisual link,
- (c) The likely style, degree and extent of inter-action between the different people participating by audio link or audiovisual link, and
- (d) The potential that having people participating by audio link or audiovisual link may have to distract those physically present at the meeting

[Clause 25A(2), Schedule 7, LGA]

**Prior arrangements to
enable a person other
than a member of a local
authority or committee to
participate in a meeting
under Standing Order 2.20**

2.20.4

- (a) A person other than a member of a local authority or committee shall give the chairperson and the chief executive not less than two clear working days' written notice of that person's desire to participate in a specified meeting of the local authority or of the committee by means of audio link or audiovisual link.
- (b) The local authority shall take reasonable steps to seek to facilitate that person's desire to participate in a specified meeting of the local authority or of the committee by means of audio link or audiovisual link.
- (c) An act or proceeding of the local authority or committee is not invalidated if that person's request under this Standing Order 2.20 is not accommodated or if there is any technological failure or defect in any audio link or audiovisual link for a meeting.

[Clause 25A(2), Schedule 7, LGA]

**Duties of the person
presiding where a person
other than a member of a
local authority or**

2.20.5

- (a) Where a person other than a member of a local authority or committee participates in a meeting of the local authority or committee by means of audio link or

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committee participates in a meeting under Standing Order 2.20

audiovisual link the **“person presiding must ... ensure that—**

[(a)] technology for the audio link or audiovisual link is available and is of suitable quality; and

[(b)] the procedure for the use of that technology in all the circumstances of the particular meeting will ensure that—

[(A)] all those participating in the meeting can hear and be heard by each other; and

[(B)] in relation to [Standing Order 2.20.1], the attendance of a member by means of audio link or audiovisual link does not reduce the accountability or accessibility of that person in relation to the meeting; and

[(c)] the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987 are met.”

- (b) Where a person other than a member of a local authority or committee participates in a meeting under this Standing Order the meeting may direct that the audio link or audiovisual link be terminated after taking into account relevant factors including:
- (i) That having people participating by audio link or audiovisual link has unreasonably increased or may unreasonably increase the length of the meeting,
 - (ii) The behaviour of people participating by audio link or audiovisual link,
 - (iii) The style, degree and extent of inter-action between the different people participating by audio link or audiovisual link, and
 - (iv) Any distraction to those physically present at the meeting caused as a result of having people participating by audio link or audiovisual link.

[Clause 25A (2) and (3), Schedule 7, LGA]

Local authority not required to make technology for an audio link or audiovisual link available

2.20.6

“Nothing in this [Standing Order 2.20] requires [the] local authority to make technology for an audio link or audiovisual link available.”

[Clause 25A(5), Schedule 7, LGA]

Giving or showing documents to a person appearing at a meeting by

2.20.7

“A document may be given or shown to, or by, a person appearing at a meeting by way of audio link or audiovisual

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**way of audio link or
audiovisual link**

link—

- (a) by transmitting it electronically; or
- (b) by use of audiovisual link (if the person is appearing by audiovisual link); or
- (c) by any other manner that the person presiding thinks fit.”

[Clause 25A(6), Schedule 7, LGA]

**Local authority not
responsible for the failure
of any audio link or
audiovisual link****2.20.8**

“The local authority is not responsible for the consequences of any technological failure or defect in any audio link or audiovisual link for a meeting.”

[Clause 25A(1), Schedule 7, LGA]

Consequential amendment to Standing Order 3.17.2:

In the third line of SO 3.17.2 after the phrase “the names of those members present;” add “the names of those members attending the meeting by means of audio link or audiovisual link;”

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ISSUE: Eye Magazine Advertising – Approval of Unbudgeted Expenditure**ID:** A707954**To:** Council Meeting, 9 December 2014**From:** Simon Crabb, Finance Manager**Date:** 28 November 2014

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 type="checkbox"/> Annual\Long Term Plan	<input checked="" type="checkbox"/> Other
Significance:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Executive summary:

This report seeks council's retrospective approval of \$10,000 plus GST unbudgeted expenditure to cover the cost of advertising in the Summer 2014 issue of Eye Magazine.

Legal compliance and significance assessment:

This matter relates to the council's authority to approve unbudgeted payments to external parties while maintaining an overview of council's financial reserves to deal with unexpected financial expenditure. The costs will be met from a year end surplus, if there is one, and otherwise from the Investment and Growth Reserve. It will have minimal affect on the council's capacity. The thresholds of council's significance policy are not triggered and it is therefore considered to be of low significance.

Recommendations:

-
1. That the report "Eye Magazine Advertising – Approval of Unbudgeted Expenditure" by Simon Crabb, Finance Manager, and dated 28 November 2014, be received.
 2. That council approve unbudgeted expenditure of \$10,000 plus GST (funded from a year end surplus, if there is one, or otherwise from the Investment and Growth Reserve) for advertising in the 2014 Summer issue of Eye Magazine.
-

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Report:

At the 25 November 2014 council workshop council discussed an approach from Eye Magazine to advertise in its Summer 2014 issue at a cost of \$10,000 plus GST. As this expenditure is unbudgeted, funding is to come from an operational surplus (if there is one) in the first instance, or otherwise from the Investment and Growth Reserve.

Council gave a direction to the CEO to proceed with the magazine advertising and acceptance was confirmed with the magazine's publisher immediately following the council workshop. As a result, retrospective approval is now sought from council.

A 50% deposit of \$5,000 plus GST was paid on 28 November 2014 with the balance scheduled for payment on 20 January 2015.

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ISSUE: Chairman's Report to Council**ID:** A703023**To:** Council Meeting, 9 December 2014**From:** Bill Shepherd, Chairman**Date:** 27 November 2014

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 Policy:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Executive summary:

This report is to receive information from the Chairman (**attached**) on meetings/events attended and correspondence sent for the months of October and November 2014.

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 27 November 2014 be received.

Meetings/events attended:

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

- Meetings attended with the council's CEO, Malcolm Nicolson:
 - Sue Dobbie, Ministry of Business, Innovation and Employment and David Wilson, CEO, Northland Inc. – Regional Growth Study.
 - Meeting with Far North District Council and Northland Inc. representatives – strategic direction of Northland Inc.
 - Northland Mayoral Forum hosted by NRC.
 - Meeting with Lake Omapere Trust to meet the new trustees. Doug Foster, Kaitiāia Area Officer, also attended.
 - Attended the Westpac Business Awards along with our partners and Cr Paul Dimery and his partner.
 - Dr Shane Reti, MP for Whāngārei - regional transport, economic development, and local government reform.
 - Whangarei District Council representatives – Whāngārei properties.
 - Along with our partners we were guests of the Northland Events Centre Trust for the Kiwis v Toa Samoa rugby league four nations match.
 - UNISA Mayors and Chairs meeting in Auckland.
 - Robyn McCulloch – organisational performance and structure.
 - Along with all our councillors we attended a meeting with the Prime Minister, Rt Hon. John Key, held in Kerikeri.
 - New Zealand Rivers Awards held in Wellington.
 - Regional Sector Group meeting held in Wellington.
- Jeroen Jongejans, Prosper Northland Trust – proposal for a Hundertwasser and Wairau Māori Art Centre in Whāngārei.
- Councillor David Sinclair; Independent Audit member, Geoff Copstick; and I had a video conference meeting with Karen MacKenzie, Audit Director, and Timneen Taljard, Audit Manager – audit issues.
- Jo Brosnahan, Chair, Northpower Fibre; Nikki Davies-Colley, Chair Northpower; and Allan Pivac – e-learning initiative Te Puawai Education Trust.
- Natasha Stubbing, Events and Partnerships Coordinator, and I attended a briefing with Tony Collins, CEO, Northland Chamber of Commerce – Westpac Business Awards.
- Dinner with the Governor General, Lt Gen. the Rt Hon. Sir Jerry Mateparae.
- Councillor Craig Brown and I attended the Marsden Maritime Holdings Ltd AGM.
- Rugby League Four Nations Mayoral Welcome.
- David Mules – briefing prior to participation as a panelist at the 'A Place to Live Conference'.
- Lois Williams, Radio New Zealand – Millan Ruka's report and cattle in streams.
- Workshop on dairy industry water quality for the Regional Plan.

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- Hihiaua precinct presentation to leaseholders/business owners.
- Councillor David Sinclair and I attended a briefing by Finance Manager, Simon Crabb and Management Accountant, Steve Goddard – budgeting assumptions, detailed budgets and budget modelling system.
- Bill Fenton – business associations in Northland.
- Institute of Directors meeting in Kerikeri – drug testing in the workplace.
- LGNZ Zone One meeting held in Mangawhai.
- Attended the Northland Forest Industry Presentation – The Science Behind Forestry as a Land Use.
- I was invited to participate as a panelist responding to the presentation by David Mules titled 'Reconnecting Northland Project' presented to the 'A Place to Live Conference' in Whanganui.

Correspondence:

During October and November I sent out the following correspondence:

Date	Addressed To	Subject
06.10.14	Joint letters from Chairman and CEO to: Kelvin Davis Member for Te Tai Tokerau Labour Party David Clendon Green Party List MP Mike Sabin Member for Northland National Party Pita Paraone NZ First List MP Dr Shane Reti Member for Whāngārei National Party	Letters of congratulations on 2014 general election
02.10.14	Rt Hon. John Key Prime Minister	Letter of congratulation on 2014 general election result

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13.10.14	<p>Wallace Rivers Chairman Te Rūnanga O Ngāi Takoto</p> <p>Prof. Margaret Mutu Chair Te Rūnanga A Iwi o Ngāti Kahu</p> <p>Rick Witana Chairman Te Rūnanga Nui O Te Aupouri</p> <p>Harry Burkhardt Chairman Ngāti Kuri Trust Board</p> <p>Haami Piripi Chairman Te Rūnanga o Te Rarawa</p>	Invitation to dinner and NRC October council meeting
04.11.14	Elaine Bowman	Cheque for final pay period for Dennis Bowman
10.11.14	Hon. Paula Bennett Minister of Local Government	Request for meeting
10.11.14	Bruce Buckland	92 Waimate North Road, Kerikeri – Flooding
21.11.14	Malcolm Alexander CEO Local Government New Zealand	Feedback on Local Government New Zealand's 3 Waters Project
26.11.14	Peter Prevos La Trobe University Australia	Research project – water utilities

ISSUE: Chief Executive's Report to Council**ID:** A703773**To:** Council Meeting, 9 December 2014**From:** Malcolm Nicolson, Chief Executive Officer**Date:** 28 November 2014

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 Policy:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not triggered	

Executive summary:

This report provides an overview of recent council organisation activity. It concludes with the recommendation that the report be received.

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. While some of the activities discussed in this report are significant, the nature of the report is simply to provide information and updates. It does not therefore trigger any elements of the council's significance policy.

Recommendation:

That the Chief Executive Officer's report dated 28 November 2014 be received.

ATTACHMENTS

1. Detailed information – Consent decisions issued.
2. Detailed information – Consents decisions and progress on notified applications in process, objections and appeals.
3. Detailed information – Briefing Notes crash analysis; a safe system approach.

8.2.1 CROSS DISCIPLINARY PROJECTS**Waioara Northland Water**

A full report is provided in the 8 December 2014 EMC agenda.

Local Government Official Information (LGOIMA) Requests

During months of October & November 2014	
Number of LGOIMA requests received	18
Number of LGOIMA requests completed ≤ 20 working days	16
Number of LGOIMA requests not completed ≤ 20 working days	0

8.2.2 RESOURCE MANAGEMENT

Proposed Regional Policy Statement

Unresolved matters will progress to a Court hearing, likely to be March or April next year.

The unresolved matters at the time of writing are some of the criteria and policies relating to the maps and the genetic engineering provisions. There are some site specific appeals on the maps but these will be addressed once the relevant criteria and policies are resolved.

Regional plans review project

A series of 10 workshops were held between 6th and 24th October 2014. The water quality workshop attracted the most people (about 60). Most of the other workshops had between 25-35 attendees. Hazardous substances, air quality and natural hazards attracted less than 20.

A series of three hui targeted at tangata whenua were held over November in Kaitiāia, Kaikohe and Whāngārei. The hui were a joint effort with the district councils and pitched as an opportunity for tangata whenua to share their concerns and ideas about Northland's environment and the way it's managed.

The final plan review reports will be presented to the committee at the 15 December 2014 meeting.

Other Resource Management Issues

Proposed Auckland Unitary Plan

Council lodged a submission on the Proposed Auckland Unitary Plan (PAUP) and requested to be heard at hearings. Hearings have been scheduled on the basis of topics. Staff tabled evidence in relation to RPS Coastal issues for the hearing on 3-5 November 2014.

Whāngārei District Council – Proposed Plan Change 130 (Okara Park Bulk Format Retail)

Council lodged submissions seeking better provisions for public transport. The hearing was adjourned and the summary of submissions and call for further submissions was re-notified due to an administrative error. Staff have since lodged further submissions opposing prohibited activity status for development that does not meet the definition of bulk format retail on the grounds that the rule is not justified and unduly restrictive. The hearing is reconvened for 26 November 2014.

Draft Plan Change 85A-D

The Whāngārei District Council released a suite of draft rural plan changes covering the rural environment. The draft seeks informal feedback on six potential new rural zones to replace the existing Countryside and Coastal Countryside Environments. The six zones would provide for Rural Production, Rural Living, Rural Village (including residential, village centre and industry) and Strategic Rural Industries. The draft proposal is open for comment until 13 February 2015. Feedback will then be considered and incorporated into a publicly notified Plan Change in mid-2015.

National Policy Statement for Freshwater Management 2014 (NPSFM)

The Ministry for the Environment (MFE) has released draft guidance on implementing the NPSFM. Its purpose is to help local authorities, planning practitioners and water users understand the objectives, policies, concepts and processes within the NPS-FM as updated in 2014, and to help local authorities consider how the NPS-FM should be implemented. MFE seeks feedback on the draft guidance document by 30 November 2014 and plan to publish a final implementation guide in early 2015. Staff have provided feedback on the draft guidance document, with a focus on getting more clarity on some of the more ambiguous concepts used in the NPSFM.

Productivity Commission: Issues Paper - Using land for housing

The Productivity Commission has just released an issues paper as part of its inquiry into the local planning and development systems used across New Zealand's that affect the use of land for housing. The intent is to identify effective means to make land available to meet housing demand and processes that could be adopted more widely by councils. The commission also intends to examine overseas approaches to identify leading practices that may provide valuable lessons for New Zealand.

Submissions on the issues paper close on 22 December 2014, with a draft report to follow in May 2015. A final version is to be released 30 September 2015. Staff (led by the Infrastructure Manager) are drafting a submission on the issues paper. The draft submission will be approved by the Chairman and CEO prior to being lodged with the commission.

Land use and subdivision applications

During October and November 2014, 40 resource consent applications were received from the district councils (4 notified and 36 non-notified applications). No submissions or comments have been lodged at the time of writing.

Consents***Consents in Process***

During October and November 2014, a total of 135 Decisions were issued. A copy of these decisions can be found in **Attachment 1**. These decisions comprised:

October 2014 (83)

0	Moorings
41	Coastal Permits
0	Air Discharge Permits
4	Land Discharge Permits
1	Water Discharge Permits
15	Land Use Consents
2	Water Permits
2	Bore Consents

November 2014 (52)

2	Moorings
15	Coastal Permits
0	Air Discharge Permits
10	Land Discharge Permits
4	Water Discharge Permits
10	Land Use Consents
6	Water Permits
5	Bore Consents

The processing timeframes for the October 2014 consents ranged from:

- 303 to 0 calendar days, with the median time being 42 days;
- 198 to 0 working days, with the median time being 30 days.

The processing timeframes for the November 2014 consents ranged from:

- 87 to 2 calendar days, with the median time being 29 days;
- 49 to 2 working days, with the median time being 20 days.

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- 35 Applications were received in October 2014.
- 38 Applications were received in November 2014.

Of the 102 applications in progress at the end of November 2014:

- 58 were received more than 12 months ago (most awaiting further information);
- 8 were received between 6 and 12 months ago (most awaiting further information);
- 36 less than 6 months.

Appointment of Hearing Commissioners

No commissioners were appointed in October and November 2014:

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

The current level of notified application processing activities at the end of November 2014 is (by number):

▪ Applications Publicly/Limited Notified During Previous Month	1
▪ Progress on Applications Previously Notified	5
▪ Hearings and Decisions	1
▪ Appeals/Objections	5

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

Environmental Monitoring***Compliance and State of the Environment monitoring***

A summary of the results of compliance monitoring for the period 1 – 31 October 2014 is discussed below. Further details for period 25 September – 31 October 2014 were reported to the Environmental Management Committee on 8 December.

Air discharges

Compliance monitoring visits were made to four industrial sites with all assessments confirming consent compliance.

Twenty-eight air quality related environmental incidents were received, 12 of which related to burning and smoke nuisance and nine related to spray drift.

Ambient air monitoring results for PM₁₀, sulphur dioxide and carbon monoxide at Robert Street, Whāngārei, showed compliance with the National Environmental Standard for Air Quality (NES) during September 2014. Monitoring results for PM₁₀ at the Bream Bay College, Ruakaka, also showed compliance with the NES during September.

Coastal

A total of 86 consented activities were monitored, 76 of which were fully compliant and 10 non-compliant. There were no significantly non-compliant activities. The majority of these observations related to coastal structure inspections in the Whāngārei Harbour. Dredging of the Marsden Cove access channel and the associated beach nourishment at Marsden Bay was monitored on a number of occasions with full

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compliance with resource consent conditions observed. A number of one-off marina water quality sampling runs were undertaken to start the summer marina sampling programme.

Sediment levels were recorded on the sedimentation plates in Whangaroa Harbour and the Kaipara Harbour water quality run was undertaken with eight sites (up from six) now being sampled each month – results pending.

The council's marine pollution campaign "Draw the Line" commenced for the summer season, with a number of on-water patrols in the Bay of Islands. This was timed to allow visits to any newly arrived cruising yachts that arrive to New Zealand at this time of year, 80% of which arrive in Ōpua. These patrols are being done in conjunction with council Biosecurity staff who inspect vessel hulls, to ensure the most efficient use of staff resources.

The New Zealand Oyster Industry Association has provided the council with final versions of the four agreements that will form the basis of its "Northland Oyster Farm Remediation Scheme":

1. Surety Agreement Northland Oyster Farm Remediation Scheme
2. Deed of Trust Establishing Oyster Farm Remediation Trust
3. Constitution of Oyster Operating Company Limited
4. Subscriber Agreement Northland Oyster Farm Remediation Scheme

The council has been working with the Association during the development of these agreements. This has taken longer than expected, however the process has been iterative and robust, with the agreements being reviewed by the council's Consents/Monitoring Manager and lawyers several times to give the council confidence that the scheme will provide the surety necessary to ensure there is adequate financial cover to remediate abandoned oyster farms or oysters farms that the owners have failed to remediate to the required consent standard. The Chief Executive Officer was delegated by the council last year to sign the surety agreement between the Association and the council for the scheme. The council would have the right under the Constitution of Oyster Operating Company Limited to appoint one director to "Oyster Operating Company" that is being set up to administer the scheme. It is proposed that this could be considered at a council workshop.

This is ground breaking work that is being keenly watched by the aquaculture industry and other regions.

Hazardous Substances

Four hazardous substances incidents were investigated.

Nineteen enquiries regarding contaminated land were received and responded to.

The collection and packing of hazardous substances continued during October, with 195.3 kg sent for disposal.

Land use monitoring

There were 25 monitoring events during the period, 21 of which were fully compliant with resource consent conditions and four non-compliant. There were no significantly non-compliant activities.

Various staff and councillors attended a presentation on forestry land use issues held at the council's Whāngārei office on 17 November 2014, which was followed by a site visit to a pine forest at Waiomio.

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Water quality and discharge monitoring

A total of 49 consented activities were monitored, 40 of which were found to be fully compliant with resource consent conditions and nine non-compliant. There were no significantly non-compliant activities.

Farm Dairy Effluent (FDE) Monitoring

To date 64% of the planned 964 farm visits for the year have been undertaken and reported on. The results for consented and permitted activity farms are tabled below. The results show that there continues to be a significant improvement in the number of non-consented farms which are fully compliant (63% so far this year compared with 44% last year). The overall rate of significant non-compliance for all dairy farms is 23% (at this point last year it was 24%).

FDE monitoring officers have commenced follow-up inspections, giving priority to those farmers who have requested assistance and where critical issues were identified during the routine annual inspection.

Consented FDE discharges

A total of 450 consented farms have been visited and reported on, which is about 64% of the total consented farms to be visited.

Full Compliance		Non-Compliance		Significant Non-Compliance	
This Year	Last Year	This Year	Last Year	This Year	Last Year
256	198	100	72	94	67
57%	59%	22%	21%	21%	20%

Non Consented FDE discharges

A total of 164 non-consented farms have been visited and reported on. This is about 64% of the total non-consented farms to be visited.

Full Compliance		Non-Compliance		Significant Non-Compliance	
This Year	Last Year	This Year	Last Year	This Year	Last Year
104	78	13	39	47	59
63%	44%	8%	22%	29%	34%

The main reasons for significant non-compliance were reported to the Environmental Management Committee on 8 December.

Environmental Incidents

A summary of environmental incidents for the period 25 September – 31 October were reported to the Environmental Management Committee on 8 December.

Enforcement

Abatement Notices

There were thirty-one abatement notices issued during the period:

- Non-compliance with a coastal permit (1)
- Burning/smoke nuisance (1)
- Discharge of waste oil to land (1)
- Non-compliant agrichemical application (2)
- Farm dairy effluent (26)
 - Discharge from feedpad (6)
 - Irrigator management (8)
 - Discharge from entry/exit race (4)
 - Discharge from pond (2)
 - Discharge from sump (2)
 - Discharge from milking pit (1)
 - Upgrade not done (1)
 - Discharge from calf shed/pigs (2)

Infringement Notices

There were seventeen infringement notices issued during the period:

- FDE (13)
- Air discharge (burning) (2)
- Oil discharge (2)

Prosecutions

Cassidy Road wetland clearance

Charges have been laid against a dairy farmer in the Waipū ecological district for earthworks and vegetation clearance in a significant indigenous wetland. The farmer pleaded guilty to the primary charge on 10 October 2014, with the other charges being withdrawn. The next Court date for the matter is 12 December 2014.

Hikurangi Swamp stopbank cuts

Charges have been laid against three persons for cuts made to stopbanks during July 2014. Two persons have entered not guilty pleas (with one electing trial by jury), for which the case review hearing has been scheduled to occur on 16 January 2015. The remaining person has not yet entered pleas – in court on 28 November 2014.

Biosecurity

Environment fund –Pest control

Biosecurity staff are in the process of issuing pest control materials for biosecurity fund projects, including a project led by the Kellys Bay Improvement Society on the Poutō Peninsula. The aim of the Kelly Bay project is to protect native wildlife many of which are shorebirds such as the endangered NZ dotterel and variable oystercatcher. Wetland birds including spotless crane, fernbird and Australasian bittern are also predicted to benefit from the predator trapping.

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Figure 1 Northern NZ dotterel (*Charadrius obscurus aquilonius*) nest.



Figure 2 Kellys Bay is an important roosting site for migratory waders.

Community Pest Control Areas (CPCA)

Whatoro-Opanake

This large CPCA is located near Trounson Kauri Park and covers several hundred hectares of forestry and private farm land. Trapping of stoats and other kiwi predators has been ongoing for several months and the latest results indicate a pleasing decline in predator populations. Nine stoats were captured in January 2014, two in September and none in October. Total kiwi predator captures for the CPCA since commencing in March 2013 include 42 stoat, 26 weasels, 82 hedgehogs, 276 rat and unusually no ferrets.

Pest plants

New Nardoo site

Nardoo is an aggressive invader of freshwater lakes and waterways. A successful display at the Kerikeri garden safari attracted a lot of interest and the notification of a new site of nardoo in Parua Bay. The site is two small man-made ponds and has been treated. It will need to be monitored for several years to ensure all plants are eradicated.

Kerikeri gardens disappoint

A draw with the prize of \$500 in garden vouchers was offered to all gardens entered into the garden safari for any that did not have any pest plants listed in the Plant Me Instead booklet. Disappointingly there were no entrants for this draw and staff are unclear as to why as many gardens are known to be plant pest free. Follow up with the organisers is planned so that next year wider advertisement of the prize is undertaken.

Marine Pests

Staff are gearing up for the summer hull check survey and it is planned to check over 300 hulls this season with the focus on eastern seaboard harbours, estuaries and key ports. The aim of the survey is to prevent the spread of fanworm and other marine pests and last year the work was well received by vessel owners, the majority of owners were aware of the marine pest rules and the need to comply.

8.2.3 RIVER MANAGEMENT

Rivers

Awanui

A meeting of the Awanui River Liaison Committee was held on 14 November with the landowners of the Whangatane Spillway. Options for lowering of the Whangatane Spillway weir intake and the effect this would have on their land drainage and flooding were presented. The proposed modifications would allow early and late water from the Awanui to enter the spillway while keeping peak flows within 6% of status quo.

Annual maintenance work is currently underway in the lower Awanui as well as targeted tree removal.

Kaeo-Whangaroa

Bank stabilisation work is underway in Te Ngaere, utilising a preferred contractor that was already established in the area. The remaining Stage 1 Kaeo scheme works are scheduled to be underway in December.

Kerikeri-Waipapa

The Kerikeri-Flood Mitigation Scheme was presented to the Far North District Council Infrastructure Committee on 26 November. The presentation was well received by the committee. An invitation to update the Committee on the Awanui Scheme and other flood mitigation options for the Far North was received.

Waitangi

Work is underway for the follow-up from last year's drill and kill willow programme and will target the removal and burning/burying of the remainder of the dead willows.

A resource consent application is being drafted to enable landowners to undertake bank protection works along the Waiauru River between State Highways 1 & 10.

Kotuku Street Dam

Preliminaries and enabling works, stormwater relocation, excavation of the embankment foundation for service spillway, foundation dental concrete placement and true right embankment are substantially complete.

Service spillway pipe work preparation and placement and emergency spillway preparation are the current work activities. Placement of service spillway pipes is expected to commence early December. This activity is over one month behind the scheduled programme, which had pipe placement starting 22 October 2014.

NRC staff analysis of the programme, based on the programme and current progress, indicates that the service spillway and inlet/outlet works may be complete in February 2015. Whether the dam construction can still be completed in one season will become clearer during January 2015. Should the works not be able to be completed within one season, then the site would need to be shut down with works to recommence in the following season (i.e. October 2015).

Kaihu

Maintenance works are scheduled to start in early December.

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Minor Rivers

A priority list for the minor rivers works has been prepared. The majority of works will begin in summer or when site conditions allow.

River	Description of Work Programmed for Current Season	Proposed Start Date
Awanui - Bells Hill Drains	Clean Drains	May-15
	Reprofile cut-off drain	Completed
	Inclinometer read Sept 2014 and March 2015	Completed
Pawarenga Streams	Minor clean -up (vegetation/sediment removal)	Dec-14
Rotokakahi @ Pawarenga Bridge	Follow up maintenance for Groynes if required	Dec-14
Mangonuiowae/Broadwood	Stream bank protection	Dec-14
Waihou/Rahiri-Rangiahua	Lower Berm Rahiri Settlement Rd	Dec-14
Panguru and Lower Waihou	Gravel management around bridges	Dec-14
Waitangi	Gravel management at Lily Pond	Jan-15
	Willow spraying/removal	Nov-14
Waima	Hokianga General Channel Maintenance	Feb-15
	Lodgement for resource consent	Nov-14
Awapokonui/Pakanae	Follow up spraying of Arundo Donax	Completed
Waimamaku	Gravel works at Wekaweka Road and Mason Dwelling	Completed
Otiria	Test pit Investigations	Dec-14
	Lodgement for resource consent	June-15
Helena Bay	Tree / Gravel management	Jan-15
Ngunguru	Lodgement for resource consent	Granted
	Gravel extraction / Willow poison	Feb-15
Kawakawa	Tree felling at Tirihonga. Willow drill and kill Waiomio	Feb-15
Otaika	Willow removal follow-up / poison	Feb-15
Mangaturoto	Willow poisoning / removal	Jan-15

Lake Ōmāpere

The lake recession curve continues to follow that of the 1970's recession curve; ranging from 100 mm per week during high lake stage, to 50 mm per week after several months recession. The rock weir is now visible, and inspections confirm two breach sections through the wall with no head loss observed either side of the weir, with a significant weed build up apparent on the immediate downstream weir section. Cleaning the weed from the weir is not likely to be of any benefit to improving the lake recession rate, given the breach sections and no head loss. The very flat outlet grade and narrow outlet channel are the primary controls on lake recession.

Lake Rototuna

A draft report on the Lake Rototuna catchment hydrogeology has been completed. The report assesses possible causes for the declining lake water level trend that has

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continued from 2005. Catchment afforestation appears to be one of the main possible causes for the declining lake water level. The report will be circulated to the Poutō Catchment Group in the coming weeks.

Land Management***Environment Fund***

The November delegated authority consisted of 20 approved projects with a total funding allocation of \$76,556.

Farm Water Quality Improvement Plans (FWQIP) - 1 July 2014 to 27 November 2014

Status of FWQIP	Farm Type	Far North	Kaipara	Whangarei	Total
Completed	Drystock	8	1	9	18
	Lifestyle	2			2
In progress	Dairy	1	2	4	7
	Drystock	18	4	8	30
	Lifestyle			1	1
TOTAL		29	7	22	58

In comparison, during the period 1 July 2013 to 30 November 2013, 32 FWQIPs were completed and 74 were in progress. . At that time of reporting the breakdown in farm type was not recorded, but this has now been implemented and will be reported in future.

Sustainable Land Management Hill Country Erosion Fund Application 2015

An application is being prepared to the Ministry of Primary Industry Hill Country Erosion Fund. The area of focus will be the Kaipara Harbour Catchment and will cover soil conservation (past and present), targeting high risk areas and community engagement. The application is seeking funding for additional resources to undertake the required engagement and works that would otherwise be beyond that achievable by current resourcing. Applications close 5 December 2014.

Ngunguru Catchment – Targeted Land Management Proposal

A draft proposal for Targeted Land Management with the Ngunguru catchment has been prepared. The key aim of this proposal is reducing catchment sediment generation. This will involve contacting landowners in areas considered to have high erosion potential, and offering to develop Farm Water Quality Improvement Plans with a specific soil conservation focus. This project will commence in 2015.

IKHMG Kaipara Moana Symposium

This event was held at Te Ao Marama cultural centre at Te Hana on the weekend of 15/16 November 2014. It was well attended with close to two hundred registrations. The event offered an opportunity for anyone involved with research or environmental projects to present to the wider community. It also included a workshop session that

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allowed attendees to offer suggestions on future actions for both the IKHMG and the wider community.

Feedback to date has been very positive in terms of both the material presented and the opportunity it provided for networking.

Biodiversity

The remake of “Hidden Gems”, which is a 21 minute documentary on Northland’s dune lakes, is complete and ready for launch in conjunction with a “Check, Clean, Dry” campaign in December. It is planned to make the film available through YouTube via Council’s website as well as to deliver copies to stakeholders who have an interest or involvement in dune lakes. The next stage of the project will be to make an abridged version including the key messages for use at field days and other forums.

Coastcare

CoastCare visits were made to Mangawhai Heads, Tern Point (Mangawhai Spit), Ruakaka and Waipū Cove to monitor, inspect dune restoration works and plan planting and other works required for next year. A meeting was held in Kaitiāia for Far North CoastCare groups to meet and discuss issues which affect them.

Beach information events will be held over the summer to promote safer and more environmentally aware beach driving and increase awareness that road rules apply on the beach. Events will be run in collaboration with DOC, District Councils, Northland Police, and local CoastCare and iwi groups. Event details will range from site to site and will range from beach patrols to information stands and activities. Locations/dates (subject to cancellation or postponement due to weather): Ruakaka 20 December and 4 January; Te Oneroa-a-Tōhe (Ninety Mile Beach) 30 December and 4 April, Tokerau Beach 2 January, and Rarawa Beach 3 January. CoastCare messages will also be promoted at events at the DOC campgrounds at Maitai Bay and Urupukapuka Island in early January.

Hydrology***Water Metering and Reporting Regulations 2010***

There are a total of 19 resource consent holders who take water at a rate between 10l/s to 20l/s and were required to comply with the Resource Management (Measurement and Reporting of Water Takes) Regulation 2010, by 10 November 2014. At that time, eight had fully complied, six were progressing and five were not exercising their resource consent and have assured the council that appropriate meters will be installed prior to taking water. Of the six progressing, three had only recently been issued with their renewal or new resource consent. Officers will be working closely with those progressing meter installations to ensure compliance is met prior to irrigation.

Many consent holders are experiencing difficulty in securing the services of local/regional ‘blue tick’ certified installers and verifiers as there are very few operating in Northland. This and related issues have been pointed out to MfE.

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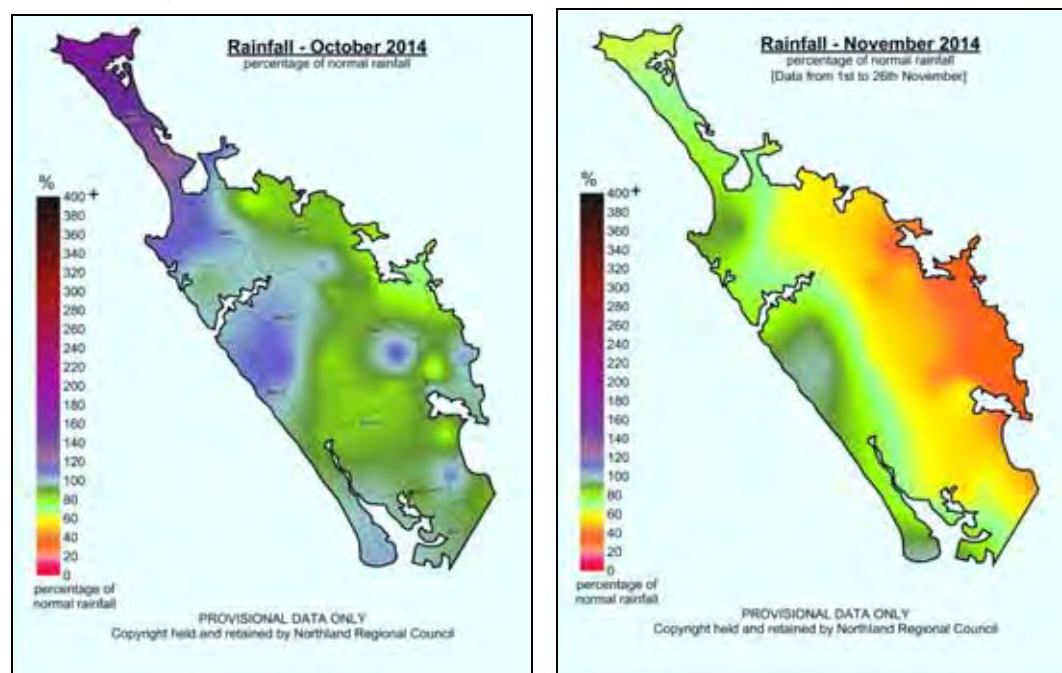
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Rainfall, Ground Water and River Flows

An item titled Climate Update for Summer 2014/2015, dated 12 November, was included in the Environmental Management Committee agenda for 8 December meeting. The report briefly covered the following;

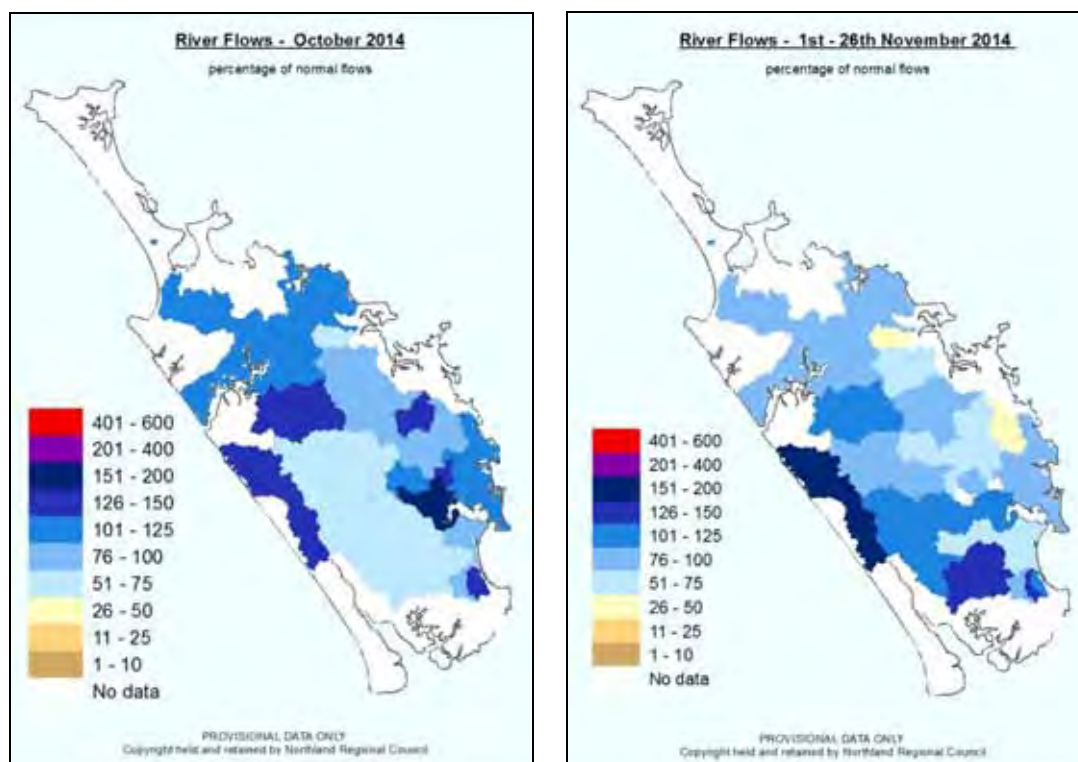
- Current rainfall surpluses/deficits, soil moisture levels, groundwater levels and river flows as recorded to 12 November 2014.
- The NIWA seasonal outlook November 2014 to January 2015 and
- The implementation of council's monitoring plan for this summer.

Further to this item, during mid November a series of north westerly and westerly fronts produced heavy rain in the western areas of Northland. Although helpful there has been little change to the annual rainfall deficits at Ōmāpere, Dargaville and Ruawai as reported to the EMC. Soil moisture levels typically declined as a result of the settled weather and warm temperatures throughout late November. River flows throughout the region, although below normal in some eastern catchments, are in better shape than they were at this time last year.

Rainfall Maps October and November 2014

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River Flows October and November 2014

Northland may experience a normal summer with a mixture of wet and dry spells. However, given the unpredictability and uncertainties for the 2014/2015 summer and the historical prolonged dry spells that had developed from similar predictions and outlooks, a monitoring plan relating to potential prolonged dry spells will be implemented as a precaution.

8.2.4 ECONOMIC DEVELOPMENT**Northland Economic Quarterly**

The sixth issue of the Northland Economic Quarterly (NEQ) newsletter was published on Friday 28 November and distributed to councillors by e-mail. The current and past issues can be found on the NRC website at: www.nrc.govt.nz/economicquarterly.

Northland Regional Growth Study

MBIE/MPI have extended the deadline for delivery of the Northland Regional Growth Study report being prepared by Martin Jenkins out until February 2015. The third and final meeting of the Technical Advisory Group (TAG) is scheduled for 3 December at which a final list of opportunities for the region will be discussed with this reference group.

Project Oyster - Ministry for the Environment Waste Minimisation Project

The Ministry for the Environment (MfE) confirmed the conclusion of funding for Project Oyster (WMP-184) on 13 November 2014. MfE acknowledged that the scale of the project was much greater than initially estimated and that the agreed objectives of the project were not met in full. MfE congratulated the Council on the project's contribution to positive environmental, social, economic and cultural benefits achieved by the removal and reuse of a significant amount of oyster farming waste material from the Waikare Inlet.

Economic Development Opportunities for Better Water Management

Officers are working with MPI officials to draft a Request for Proposal to carry out Stage 1 of this project, i.e. a Northland Strategic Water Management Study. This will be tendered in early 2015. The intention is to complete the study by June 2015.

Office of the Auditor General (OAG)- Water and roads: Funding and Management Challenges

The OAG issued a [report](#)¹ in November on its overview of the approach that local authorities are taking to managing their infrastructure assets. The report applauds recent legislative changes requiring longer term planning for infrastructure, but observes the “echoing” effect of earlier challenges (including lack of data, and poor management and decision-making) will resonate for some time to come. Staff are currently reviewing the report.

8.2.5 HAZARD MANAGEMENT

Monitoring and Evaluation

The Ministry of Civil Defence Emergency Management (MCDEM) Monitoring and Evaluation programme was outlined in the last agenda. The final Capability Assessment Report for Northland was formally released on 3 November by the Director of MCDEM, once a number of corrections were made to the draft report. The 2010 score for the Northland CDEM Group was 62.9% and in November 2013 the Director of MCDEM set a target of 72%. The final score allocated by MCDEM to Northland was 80%.

In accordance with the recommendation made by MCDEM the CEG should now consider contents of the report with a view to developing “A Corrective Action Plan,” with any identified actions to be approved by the CDEM Group.

Storm De briefs

Following on from the July Storm Emergency de- briefings have been held across the following key sectors or clusters –

- Welfare Advisory Group
- Lifelines Utility Group
- Northland Rural Support Trust
- Far North District Council
- Whāngārei District Council
- Emergency Services Coordinating Committee
- Northland CDEM Group across agency de briefing

Each of these de briefings have involved the relevant key personnel and where applicable actions identified have been incorporated into corrective action plans for the cluster concerned or responsible.

A full interagency de briefing was held on 2 September 2014 as part of the regular CEG meeting at the NRC. Where applicable corrective actions have been undertaken or are planned.

CEG Chairs and National Controllers Meetings

MCDEM hosted the annual Controllers Forum and CEG Chairs Forum in Wellington on 27 and 28 November respectively which was attended by the Northland CEG Chair, Mr Tony Phipps. The agenda's included the following matters:

¹ <http://www.oag.govt.nz/2014/assets>

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- MCDEM Business Plan and Corrective Action Plan progress
- National CDEM Plan and timelines for documentation
- National exercise programme and ShakeOut
- Group plan review process
- Review of legislative framework for recovery
- Monitoring and evaluation programme
- Controllers course and PD initiatives
- Public alerting
- CDEM Resilience Fund
- Ebola: Readiness & Response

Youth and Emergency Services

Three separate applications were submitted and notification of approval has been received from the Ministry of Youth Development's Youth in Emergency Services Programme for a total of \$30,000 to support the three programmes across Northland in 2015/16 with the first programme in 2015 in Kawakaka.

The 2014 YES Programme was also been nominated for the Inaugural Social Innovation Awards 2014 Celebrating Northland Entrepreneurship in the category that recognises Social Service /NGO/Local Government/Community Group or Iwi Organisation that utilises resources in a unique and/or different way to deliver better service outcomes, or that creates a new and improved method or system of working that improves social outcomes. The awards night was held on 21 November and the YES programme was awarded Highly Commended in its category.

National Lifelines Forum

The annual National Lifelines Forum was held in Wellington, 5-6 November 2014. This was supported by 90 attendees representing lifeline groups from around the country, local and national government, utilities and science research organisations.

The Northland Lifelines Utility Group (NLUG) was invited to present on their contribution to managing the July 2014 storms in Northland. The Chairman Simon Weston's presentation covered the unique situation of having cumulative weather events over a twelve day period, the political involvement of the Ministry of Primary Industries, and public involvement in the cutting of the Hikurangi Swamp stop banks. It covered the impact on housing and businesses, roading and utilities, and shared the lessons learnt from the NLUG debrief.

Coordinated Incident Management Systems

The November CIMS 4 course was fully subscribed with students represented from: NZ Police, NZ Rural Fire, Northland DHB, ACC, FNDC, WDC, KDC, NRC & Refining NZ. Four, three day courses have been confirmed for 2015 with Tai Poutini Polytechnic (TPP), the course provider, and the reduced fees are expected to continue to at least the end of the financial year.

Controllers Development Course

Mr Paul Dell, WDC and Graeme MacDonald, NRC have both enrolled in the MCDEM Controllers Development Programme and have undertaken the introduction phase and Residential Course. The course has an 18 month follow-up for further development before any accreditation is determined. This is the first of a series of new courses and has been utilised as a pilot for the 3 further courses in 2015.

8.2.6 TRANSPORT

Regional Land Transport Plan 2015-2018

On 16 October 2014, the Northland Technical Advisory Group (NORTEG) held a workshop to agree on recommendations on the prioritisation of the relevant projects contained on the Draft Regional Land Transport Plan 2015/2021 (RLTP). Due to not all the relevant information being available, the workshop was postponed to 10 November 2014 where NORTEG agreed on the recommendations to be forwarded the Regional Transport Committee (RTC) for their consideration.

On 19 November 2014, the RTC held a workshop to consider the content of the Draft RLTP and the projects contained therein. The workshop failed to reach agreement on the State Highway Improvement Projects and it was agreed that an amended list of projects be tabled at the 3 December 2014 RTC for consideration. The workshop agreed that any relevant amendments to the body of the report be forwarded to NRC staff for consideration.

Submissions close on 30 January 2015.

At the RTC meeting set for 3 December 2014, the final Draft RLTP will be presented with a recommendation that the document be released for public comment on 15 December 2014 in order to meet the restrictive timelines set by the NZ Transport Agency for the completion and download of the NRC approved RLTP into their Transport Investment Online system..

Financial Assistance Rate Review

On 5 November 2014, The NZ Transport Agency (NZTA) formally advised that the Financial Assistance Rate (FAR) Review had been completed and approved. The Northland Regional Council (NRC) FAR was approved at 54%. First indications are that there would be no effect to the present subsidy level received. .

Regional Public Transport Plan

The Draft Regional Public Transport Plan 2015/2025 (RPTP) will be tabled at the Regional Transport Committee meeting on the 3 December 2014. The draft RPTP builds on the existing RPTP (2012–2018) with updated content to conform to the new requirements of the Land Transport Management Amendment Act 2013.

The RPTP is planned for release for public comment on 15 December 2014 and will run in conjunction with the Regional Land Transport Plan an effort to save on both time and money. Submission will close on 30 January 2015.

Passenger transport administration

Total Mobility

Total Mobility figures are reported one month in arrears, as the information is not available in time to meet the agenda deadline.

	Total clients	Monthly Actual Expend	Monthly Budget Expend	Variance	Year/Date Actual Expend	Year/Date Budgeted Expend	Variance
September 2014	1055	\$12,411	\$16,666	-\$4,255	\$40,507	\$49,998	-\$9,491
October 2014	1052	\$12,647	\$16,666	-\$4,019	\$53,155	\$66,664	-\$13,509

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Total Mobility – new system

Due to insufficient information pertaining to the NZ Transport Agency proposed nationally consistent electronic total mobility administration system, the funding application to the Long Term Plan has been withdrawn until greater certainty and clarity over the project is provided.

City Link Whāngārei -

(figures include Gold Card and exclude GST)

(budgeted revenue calculated on proposed fare increase which was not implemented)

Operational Statistics

	Actual	Budget	Variance	2013/2014 Actual
October 2014				
Passenger numbers	27,114	29,667	-2553	28,736
Farebox revenue (GST excl)	\$55,057	\$63,005	-\$7,948	\$59,449
November 2014				
Passenger numbers	Not available	28923		28646
Farebox revenue (GST excl)	Not available	\$61,434		\$59,667

There remain a number of problems pertaining to the recently introduced electronic smart card which in turn have resulted in issues with the data collection and presentation. NRC transport operations and finance staff are actively working with the bus service operator and electronic smart company to resolve this issue as a matter of urgency.

Service reliability continues to be adversely affected by continued road works in and around the city coupled with issues relating to traffic light phasing.

Electronic video monitoring along with increased security presence at the Rose Street Bus Terminus is showing positive results.

SuperGold Card Scheme

Supergold Card Passengers carried	YTD Actual	Budget	Variance	2013/2014 Actual
October 2014	5154	4,613	541	5312
November 2014	Not available	4,613	Not yet available	5416

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Road Safety update

The **National** road toll for 2014 year to date is 263 road deaths compared to 226 for the same period in 2013.

The deaths included:

- **119** drivers - **55** passengers
- **36** motorcycle riders - **1** motorcycle pillion
- **41** pedestrian
- **10** pedal cyclists
- **1** other

The **Northland** road toll for year to date in 2014 is 13 compared to 19 for the same period in 2013. Casualty ages were - 20 to 24 (3), 25 to 39 (1), 40 to 59 (4) & 60yrs+ (4).

This includes –

- Six deaths in the Far North
- Six deaths in the Whangarei district and
- One in the Kaipara district

The deaths included:

- **6** drivers - **3** passengers
- **1** motorcycle rider - **1** motorcycle pillion
- **1** pedestrian
- **1** pedal cyclist

Crash Analysis for Northland

Refer to the link:

<http://www.nzta.govt.nz/resources/crash-analysis-reports/docs/2014-crash-analysis-regional-supplement.pdf>

to view the latest crash analysis data released in the ‘2014 Crash Analysis Briefing Notes - Regional Supplement’. The high level overview for Northland is included as **Attachment 3**.

Navigation, Safety and Maritime Operations***Oil Spill Preparedness and Response***

Two staff attended Oil Spill Response Site Supervisor course conducted by Maritime New Zealand (MNZ) in Auckland in October, and four staff attended the Regional Responders course in November. Northland has received some priority in this training to improve the capacity of the regional response team.

Two consultants on behalf of MNZ visited to complete an environmental scan of the Bay of Islands. This was an in depth look at the habitat and possible effects of an oil spill. They were assisted with provision of information from a number of environmental staff in council and the harbourmaster.

A regional exercise was completed in Ōpua in November with a simulated spill from a fishing vessel. A new and more portable oil skimmer was trialled successfully, and is expected to be delivered to compliment the Ōpua response equipment next year.

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An additional oil response course was provided for marina staff from Ōpua, Whangaroa and Doves Bay by the harbourmaster and Maritime Manager over one day. This was a first trial course and was well received. A further course will be run for the southern marinas, and an improved stock of response gear for marinas is being prepared following feedback from the marina groups.

The Deputy Harbourmaster was confirmed as an alternative ROSC after successfully passing the course, bringing Northland to three ROSCs. The Regional On scene Commander (ROSC) and alternative ROSC attended the annual oil spill update conference. Emphasis was placed on bringing Tier 1 sites up to standard. Coincidentally the Tier 1 site at Pukenui has not met the standard required and at this point its Tier 1 plan has not been renewed.

Staff responded to three reports of oil spills. Two were found to be of minor nature, while the third was investigated and found to be an incident involving the irresponsible discharge of transformer oil from a truck into the Raumanga creek in Whangarei. Some mitigation was possible after the discovery of the discharge, with the assistance of council's Hazardous Substance specialists. An infringement notice was issued to the operator who was also invoiced for staff costs.

Port and Harbour Safety

8 hot work permits were issued during this period.

The harbourmaster attended a pilot's conference in Wellington which discussed Tug use and safety aspects in depth. Following this the risk assessment for tug use in Whangarei is being reviewed.

An annual update meeting was held with OMC who provide the backup services for the Dynamic Underkeel Clearance (DUKC) system for Whangarei. Refining NZ are continuing a review of a channel deepening project.

The harbourmaster assisted MNZ with the assessment of Wellington's Safety Management System as part of the shared services between councils to assist regions that do not have operational safety systems.

Four cruise ships were piloted safely into and out of the Bay of Islands. One day coincided with the Ocean Swim Russell to Paihia with no problems.

Work is continuing on Mass Rescue maritime planning with relevant agencies to deal with incidents involving large numbers of people. Whangarei and Bay of Islands harbour safety meetings were held, as well as the annual harbourmaster meeting with Coastal Oil Logistics group and Refining NZ.

Maritime Incidents, Enforcement and Safety

Staff dealt with 30 incidents during this period. Unusually two boat fires occurred over this period. A meeting with relevant emergency services established roles and responsibilities and lessons learnt. Council work vessels



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and staff were effective in removing the vessel hulls preventing further environmental damage.

A vessel impeding access to an Inlet, was moved and relocated on the owners land. The removal was done in collaboration with the local police officer.

Two ill-prepared kayakers who were in trouble on the water were rescued by staff in the Bay of Islands. MNZ were notified and the matter is being followed with a local backpacker accommodation provider who supplied the kayaks.

Staff also dealt with a number of water-borne debris reports and illegal anchoring. Follow up work on a number of abandoned vessels is continuing.

Enforcement

The prosecution undertaken by council against a long term offender anchoring in the Hātea River has been further delayed due to court processes.

3 maritime infringement notices were issued this month for speeding offences in the Bay of Islands. Two of these notices were issued to commercial operators operating in the area, after a member of the public provided evidence of speeding close to shore.

A verbal warning was also issued for water-skiing in a mooring area and operating without an observer.

Aids to navigation

Navigation information sign panels were replaced with up to date information at Opononi, Ōmāpere, Rāwene, Unahi, Rangiputa, Taupo Bay, Totara North and Te Ngaere.

Fraser Rock light on Tāpeka Point was serviced.

Moorings

As recommended in the recently completed moorings strategy, a navigable channel has been marked with buoys from the Ōpua wharf/marina to the Waikare Inlet. This involves the relocation of some moorings in the vicinity.

The vigorous enforcement and follow-up of the requirement for moorings to be serviced at regular intervals continues to have a positive effect on compliance as well as in improving congestion and other problems in mooring areas. The follow up includes warning notices and issue of infringement notices and/or cancellation of mooring licence for persistent non-compliance. 6 Infringement notices were issued during this period.

Staff continue to deal with a steady number of mooring transfer and upgrade requests. Additional administration support secured on a temporary basis to help with moorings work is already showing positive results, further expected to be bolstered by the addition of a summer student to the maritime team. Work to improve mooring area mapping continues.

Other

Skipper assistance was provided in the Bay of Islands, Kaipara, Whangarei, Tutukākā, Ngunguru harbours as well as the Poutō and Ōmāpere Lakes. Assistance was also provided to the Biosecurity team collating number of Pyura plants in the Houhora harbour.

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Maritime staff attended and assisted at the annual Enviroschool expo held in Whangarei and the Bay of Islands. Activities with students covered safety on the water in and around our harbours and on various adventure activities like kayaks, paddleboards and other vessels.

8.2.7 SUPPORT SERVICES**Public Communications*****Media and Publications***

Northland's media was monitored for items relevant to council in October and November. In line with council's 15 April 2014 directive for the management of all public communications, articles which directly mentioned council, or quoted or contained input from (or were written by) a councillor or staff member are listed below:

Topic	Based on media release or assisted by interview with councillor or council staff	Number of articles/ radio, TV or media website items
Dennis Bowman obituaries	✓	9
Koi carp		1
Guava moth biocontrol trial	✓	13
Privacy Commissioner's finding on Mike Nager complaint		2
Demographic report on Northland's population (previously released)		1
Weed-free Whāngārei Heads		1
Planting day at Lake Owhareiti		1
Ōpua marina extension approved and appeal by Ngati Manu and others	✓	7
Get Ready, Get Thru week	✓	1
Enhanced Task Force Green teams complete their work	✓	4
Fonterra/DOC Living Water programme Hikurangi Swamp catchment open day		2
Integrated Kaipara Harbour Management Group symposium in November	✓	4
CityLink buses free on Whāngārei's day of celebrations	✓	2
Regular Pest Watch column in Whāngārei Leader	✓	1
Westpac Northland Business Excellence Awards		6
Brian Gaynor column on Marsden Maritime Holdings		1
Youth Summit	✓	5
Boat fire in the Bay of Islands	✓	2
Lightning storm on October 29	✓	1
Millan Ruka report on water quality at Waitangi	✓	2
Ōpua boatyard		2
Joe Carr columns on state of Far North roads		3
Advocate Conservation Week feature	✓	1
Marsden Maritime Holdings AGM		1
Joint venture development partner sought for ex-Countdown site	✓	3

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Investment and Growth Reserve funding for market demand study into kingfish farming		1
A Place to Live conference in Whanganui		1
Funding sought for The Orchard business hub initiative		1
Enviroschools expos	✓	3
Te Hiku by-election	✓	2
David Sinclair Advocate column on Hundertwasser decision		1
Fanworm removal at Marsden Cove	✓	1
Bathing water quality tests	✓	3
Vehicle access to Ruakaka beach		1

Publications and media releases authorised/completed during October and November:

In line with the 15 April 2014 directive, media releases and technical and educational publications have been forwarded to the councillors designated by the Chairman for the addition of quotes or review and approval. These included:

Media releases

- Sex drive may be moth's downfall, trial backers hope (authorised by/quotes Bill Shepherd)
- Mangawhai locals urged to 'Get Ready, Get Thru' following tsunami siren test (authorised by/quotes Paul Dimery)
- Joint hearings committee grants Ōpua marina extension (authorised by Bill Shepherd)
- 32 students attend 2014 NRC Youth Summit (authorised by/quotes Bill Shepherd)
- Development partner sought for ex-supermarket site (authorised by/quotes Bill Shepherd)
- 'On the Water' latest Enviroschools annual expo (authorised by/quotes Craig Brown)
- Summer swim spot survey starts soon (authorised by/quotes Joe Carr)
- Nominations open soon for Te Hiku council seat (authorised via chair's delegation to Independent Election Services).

Councillor constituency columns and photographs

- The first suite of four columns was published during November, as follows: Te Hiku (Northland Age), Coastal Central (Whāngārei Leader) Northern News (Hokianga-Kaikōhe) and Bay Chronicle (Coastal North). The second suite is due to be published in December: Whāngārei Urban (Whāngārei Leader), Kaipara (Dargaville & Districts News) and Coastal South (Bream Bay News).

Publications

An eight-page edition of Regional Report (authorised by Bill Shepherd) was delivered to Northland households in early December. Key articles included pest management at Kai Iwi Lakes and Taharoa Domain, the Te Hiku by-election, the availability of the Annual Report, the Long Term Plan, reviews of the regional plans and regional pest management strategies, the RLTP and RPTP, a progress report on the Te Taitokerau Māori Advisory committee and summer boat hull checks and other on-the-water safety messages.

Other publications in November and December were:

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- Enviroschools Northland Term 4 newsletter (authorised by Bill Shepherd)
- Reprints of Kayak safety, Providing kayaks for hire or reward and Paddleboarding safety guidelines brochures
- Annual Report and Summary Annual Report 2013/14
- CoastCare News (authorised by Bill Shepherd)
- Reprint of Backyard Burning brochure

Online Channels**# Visits to the NRC website**

(compared to the same period last year):



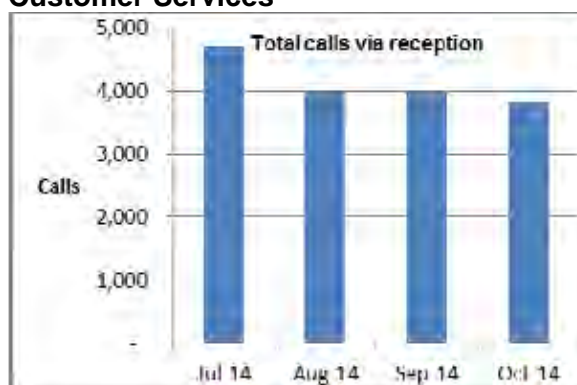
NOTE: Figures for November were unavailable at the time of reporting.

Key Performance Indicators	Jul-14	Aug-14	Sep-14	Oct-14
WEB				
PDF documents downloaded (Transactions)	2,140	3,961	2,743	4,338
\$ Print value of documents downloaded	8,483	10,662	14,147	12,873
E-payments made	7	2	31	16
GIS Service - Number of unique visitors	888	715	711	657
GIS Service - Number of visits	1,304	1,041	1,038	923
# subscription customers (cumulative)	965	967	974	979
SOCIAL MEDIA (cumulative)				
# Twitter followers	749	766	781	787
# NRC Facebook fans	469	498	515	541
# CDEM Facebook fans	2,709	2,985	3,074	3,183
# CoastCare Facebook fans	123	124	125	126

NOTE: Figures for November were unavailable at the time of reporting.

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Customer Services

NOTE: November call figures not available at the time of collation for this report.

Events***Westpac Northland Business Excellence Awards***

The Westpac Northland Business Awards dinner and ceremony was held on 24 October at Forum North in Whāngārei. The Chairman presented the Northland Regional Council Sustainable Business Award to joint winners Grinning Gecko Cheese Company and The Paper Mill Whāngārei. The community relations team produced two videos for the awards ceremony, one created for our award category and the other showcasing what we do.

Kerikeri New World Rotary Garden Safari

The biosecurity team had a display at one of the gardeners in the annual Kerikeri Garden Safari held on 1-2 November. The display focused on pest plants, primarily eradication and exclusion plants and the 'Plant Me Instead' booklet. Staff from Whāngārei and Kaitāia interacted with lots of keen gardeners wanting to learn how to remove pest plants from their garden. The communications team assisted with developing new display material. We received lots of positive feedback about our display.

Bay of Islands A and P Show

Council exhibited at the Bay of Islands A and P Show in Waimate North on 8 November. The display focused on biosecurity pest animals and pest plants and land management topics. The New Zealand LandCare Trust Group showcased their Waitangi Catchment Project within our display. The event was well-attended and council received a number of enquiries for all areas of the business. Biosecurity staff from Kaitāia, land management and communication staff from Whāngārei were kept busy answering questions throughout the day. Councillor Samuels and Carr visited the display and interacted with staff.

Recent and Upcoming Events

Event	Date	Location	Description	Staff contact
February 2015				
Launch	16 Dec	Terenga Paraoa Marae, Whāngārei	New business plan for Kauri Dieback by Conservation Minister	Biosecurity Senior Programme Manager

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Fatigue Stop	24 Dec	Uretiti	Northbound traffic Fatigue Stop as part of a summer programme targeting fatigued drivers during peak holiday periods.	Transport Projects Officer
Kai Iwi Lakes Open Day	01 Feb	Kai Iwi Lakes	This event showcases the Kai Iwi lakes and has a variety of activities and displays for the public to enjoy.	Biosecurity Programme Manager
North Kaipara A and P show	07 Feb	Paparua	We have a display with pest animals, pest plants, land management and other council activities.	Events and Partnerships Co-ordinator
Northland Agricultural Field Days	26-28 Feb	Dargaville	Our largest event – theme is “working together”. Focusing on a catchment approach including pest plants, animals, land management, aquatic and marine pests.	Events and Partnerships Co-ordinator

Environmental Education

Thirty-two students from Northland schools gathered for the 2014 Northland Regional Council Youth Summit in Whāngārei on 23 October.

The students developed action plans to help sort local sustainable management issues. These included beach access in Opononi, controlling Kaipara Harbour fish pests to improve water quality, fish dumping on Tokerau Beach, rubbish cleanups on the Tutukākā coast and managing wastewater, stormwater and runoff issues in Whāngārei Harbour.

Enviroschools***Two ‘On the Water’ Enviroschools expos***

More than 230 students, teachers, family and community members gathered at Waitangi and Marsden Cove to learn more about Northland’s marine environment at this year’s Enviroschools regional expos. The two annual expos for primary and intermediate students – this year themed ‘On the Water’ – were held at Waitangi on Tuesday 4 November and at Marsden Cove on Thursday 6 November.

At each expo participants rotated between four ‘action stations’ - ‘marine invader science experiments’, ‘whale rescue training’, ‘water craft safety’ and ‘paddling waka’. The first included a working laboratory where students donned lab coats to examine and identify a variety of marine invaders with a member of the Biosecurity team, while the Department of Conservation led whale rescue training, complete with inflatable whales. Maritime officers ran a water craft safety segment, examining how students could safely take to the water on kayaks, paddleboards jet skis and other vessels, while both traditional and modern waka paddling offered a broader cultural experience. The expos also included a demonstration of ‘Baby Blue’, the smaller of the council’s vessel containment facilities.

Project Possum and WaiFencing development workshop

On 20 October, 18 secondary teachers and gateway co-ordinators met in Taheke to discuss and further develop the Project Possum and WaiFencing projects. The

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workshop identified what is working well, shared problems and solutions, explored how two schools integrate the projects into school life, worked on specific issues and heard an update from Can Train NZ.

Schools involved on the day were: Dargaville High School, Kaikohe Christian School, Kaitiāia College, Kamō High School, Northland College, Ōkaihau College, Tauraroa Area School, Te Kura Kaupapa Maori o Te Rawhitiroa and Te Kura Kaupapa Maori o Te Tonga o Hokianga.

2015 Northland Seaweed planning meeting

On the morning of 21 November, Enviroschools Northland hosted a planning meeting for 2015 Seaweed. Seaweed is an annual, nation-wide celebration dedicated to learning from the sea and developing an understanding of sustainability in the marine world. This year's Seaweed theme is 'Look beneath the surface'.

Northland events proposed to date include: Marine themed PechaKucha evenings, beach clean-up kits for community groups and schools, whale rescue training, guided snorkel and kayak days, under-the-sea artworks and CoastCare days.

NZ Association for Environmental Education (NZAEE) Northland branch

On the afternoon of 21 November, Enviroschools Northland hosted a regional branch meeting of NZAEE at council. Organisations and individuals, including: CBEC EcoSolutions, Department of Conservation, Kamō High School, Kiwi North and Mountains to Sea Conservation Trust shared how they are currently working with communities throughout Northland. Attendees agreed that the meeting was a useful means to making the most of specialist skills and avoiding duplication of resources.

Enviroschools national hui and regional co-ordinators workshop

The national hui focused on: professional development about Maori perspectives, effective facilitation, holistic reflection, resources and sustainability. The regional Co-ordinators workshop covered: Enviroschools on-going relationship with the Ministry for the Environment, the Regional Implementation Guide, Enviroschools nation-wide census survey, resource updates and Maori perspectives research.

Facilitation of Enviroschools communities

The following school communities were visited during October and November: Ahipara, Bream Bay, Dargaville High, Dargaville Intermediate, Kamō High, Kamō Intermediate, Kokopu, Mangakāhia, Otaika Valley, Otamatea, Oturu, Pamapurua, Parua Bay, Peria, Portland, Ruāwair, Taipā, Tangowahine, Te Kura o Hato Hohepa Te Kamura, Waiharara, Whananaki and Whangaruru.

Iwi Liaison***Iwi Initiatives funding***

During October the Iwi Liaison Officer (ILO) met with staff of the Ngātiwai Trust Board to discuss a proposal to review the Ngātiwai Iwi Environmental Management Plan. The board was provided with advice and later with criteria which should be addressed in any formal application to council.

In November representatives of Ngati Manu (Karetu) Marae approached the ILO regarding a proposal for the Taumarere (Kawakawa) River.

The representatives were provided advice around possible funding (water quality) and alternative funding sources for the research initiative.

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The group later sent a formal letter to council which elevated the request for funding as it was then considered a possible project through the council's Waiora Northland Water programme. It has since been included in the Long Term Plan requests for new initiatives.

Pyura (sea squirt)

During October the ILO undertook, with Biosecurity and Ministry of Primary Industry staff, a re-assessment of existing pilot pyura sites in the far north. The aim was to ascertain current infestation post previous assessment and removal programmes in order to inform decisions moving forward. Local Māori assisted with the Ahipara assessment.

Meetings**National Meetings**

The national meeting of Māori in local government (Policy and Iwi Liaison) Te Pae Urungi, met in New Plymouth during October. Among the discussion topics were; national training programme/synergies, anomalies in legislation regards mechanisms and establishing Māori representation models, New Plymouths District Council's decision to establish a Maori Ward and Te Waka Awhina (national conference for Māori in local government). The ILO attended as the Te Hiku (Northland) representative on the committee.

Regional Meetings

A recommendation from the Mayoral Forum has seen the establishment of a regional working party charged with looking at enabling better utilisation of Māori land and rate arrears and policy. The working party met in both October and November of which the ILO attended.

A sub-group consisting of the Strategic Iwi Māori Relationship Manager FNDC, Kaitakawaenga Māori Manager Māori Liaison and Development and the ILO met, charged with scoping a possible framework for shared services across the four councils. A focus being consistent and collaborative delivery of internal standardised training for councillors and staff along with the delivery of a region wide capacity building forum for Māori.

The ILO was approached by FNDC staff with a request to work with the regional council during the plan review hui (engagement with Māori) to assist them with the district plan review. A project to include all territorial authorities in the hui was developed by the ILO and Project Manager Policy Development. This joint work enabled all councils to gain valuable information into their respective plan reviews. It also meant that our target audience was only being consulted once rather than by multiple councils often seeking the same or similar information. This collaborative approach to engaging our Māori community was well received with requests to continue with region wide hui regardless if plans are being reviewed or not. With the hui seen as a way of raising capacity among the Māori community.

Human Resources

Please refer to the report in the publicly excluded portion of the agenda.

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

Due to the early nature of the 9 December Council Meeting, the November financial report will be tabled on the day.

Aerial Photography Project

The Northland Aerial Imagery Consortium ("NAIC") published a tender for the supply of aerial photography of the Northland Region.

The intent of the consortium is to provide a collaborative initiative to share the costs of acquisition between members and to acquire imagery of the region in the 2014/15 flying season.

The project sets out to supply aerial photography of the entire region at a resolution of 0.4m along with higher resolution imagery of specified urban areas.

After a robust evaluation process, the NAIC evaluation panel recommended the project proceed and with each members approval the contract was awarded to Aerial Surveys Limited.

A good start has been made with some photography captured during October and November due to the favourable weather conditions.

IRIS

Council has completed testing of the Self Service module of the IRIS system. This council is presently deploying the Self Service module into the production system. This will enable requests for information and consent applications to be made online or electronically. Once the implementation is complete staff will work closely with a small number of selected customers to pilot the system before a full rollout plan is prepared.

ATTACHMENT 1

Consents Decisions and Applications in Process

ID: A609717

The following Resource Consent Decisions have been made since 1 October 2014.

Consent Number	Consent Holder	Consent Description
AUT.001997.01.03	G J Hendry	Take water for irrigation at Kerikeri.
AUT.003845.01.03 AUT.003845.02.02 AUT.003845.03.02 AUT.003845.05.02	Far North District Council	<ul style="list-style-type: none"> Stormwater management at Russell. FNDC – Russell Stormwater. FNDC – Russell Stormwater. FNDC – Russell Stormwater.
AUT.005059.20.01 – AUT.005059.23.01	Golden Bay Cement	<ul style="list-style-type: none"> Extension of Portland cement wharf. Temporary structures at Portland Cement wharf. Remove temporary structures at Portland Cement wharf. Discharge contaminants for construction of structures at Portland Cement wharf.
AUT.005269.01.02 AUT.005269.02.02 AUT.005269.03.01 AUT.005269.04.01 AUT.005269.05.01	Far North District Council	<ul style="list-style-type: none"> Boat ramp at Ratcliffes Bay, Whangaroa Harbour. Removal of algal growth from boat ramp at Ratcliffes Bay, Whangaroa Harbour – DOC (CM) W00026. Extension to boat ramp at Ratcliffes Bay, Whangaroa Harbour. Disturb the foreshore for maintenance at Ratcliffes Bay, Whangaroa Harbour. Portion of a boat ramp and pontoon above MHWS at Ratcliffes Bay, Whangaroa Harbour.
AUT.005544.12.02 AUT.005544.16.01	Far North Holdings Limited	<ul style="list-style-type: none"> Further change to old (08) now (12) – floating breakwater and pontoon. Breakwater and pontoon extension at Ashby's Boatyard, Ōpua.
AUT.005770.03.03	Far North Holdings Limited	Renewal of alteration of existing jetty and installation of a floating pontoon.
AUT.006747.01.03 – AUT.006747.02.03	G J Beasley	<ul style="list-style-type: none"> Extraction of rock and overburden from an existing quarry at Crows Nest Road. Discharge from a quarry.
AUT.008385.31.01 AUT.008385.32.01 AUT.008385.33.01 AUT.008385.34.01 AUT.008385.35.01 AUT.008385.36.01 AUT.008385.37.01 AUT.008385.38.01	Far North Holdings Limited	<ul style="list-style-type: none"> Marina for Ōpua Marina Stage 2. Reclamation for Ōpua Marina Stage 2. Capital dredging for Ōpua Marina Stage 2. Deposit dredging for Ōpua Marina Stage 2. Maintenance dredging for Ōpua Marina Stage 2. Seawall for Ōpua Marina Stage 2. Dinghy dock and public berthing for Ōpua Marina Stage 2. Extended boat ramp for Ōpua Marina Stage 2.

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Consent Number	Consent Holder	Consent Description
AUT.008385.39.01		<ul style="list-style-type: none"> Remove structures for Ōpua Marina Stage 2.
AUT.008385.40.01		<ul style="list-style-type: none"> Pile mooring structure for Ōpua Marina Stage 2.
AUT.008385.41.01		<ul style="list-style-type: none"> Navigation aids for Ōpua Marina Stage 2.
AUT.008385.42.01		<ul style="list-style-type: none"> Signage for Ōpua Marina Stage 2.
AUT.008385.43.01		<ul style="list-style-type: none"> Stormwater discharge for Ōpua Marina Stage 2.
AUT.008385.44.01		<ul style="list-style-type: none"> Discharge contaminants for Ōpua Marina Stage 2.
AUT.008385.45.01		<ul style="list-style-type: none"> Exclusive occupation for Ōpua Marina Stage 2.
AUT.008385.46.01		<ul style="list-style-type: none"> Discharge from boat maintenance for Ōpua Marina Stage 2.
AUT.012651.01.02	G C Croft	Discharge treated domestic wastewater to ground at Teal Bay.
AUT.013392.01.02	A M & V H Bayly	On-site wastewater discharge at Dip Road, Kamo.
AUT.016150.01.02 – AUT.016150.04.02	R M & E J McQuinn Limited	<ul style="list-style-type: none"> Extract rock from an existing quarry, remove and place overburden. Stormwater discharge at Matarau quarry. Divert stormwater at Matarau quarry. Take and divert groundwater at Matarau quarry.
AUT.036896.01.01	C D Ellis & C J Kissel	Domestic wastewater system at 10 Kukupa Place, Matapouri.
AUT.036910.01.01	Soltysik-Freeman Family Trust	Take water for irrigation at Whalers Road, Pukenui.
AUT.037100.01.01 – AUT.037100.03.01	Northland Forest Managers (1995) Limited	<ul style="list-style-type: none"> Earthworks for road construction. Stormwater discharge for road construction at Mangatawa Forest, Otua. Stormwater diversion for road construction in Mangatawa Forest, Otua.
AUT.037115.01.01 – AUT.037115.02.01	S J Crosbie	<ul style="list-style-type: none"> Rock protection in CMA beneath a culvert at Cove Road, Waipū. Earthworks to upgrade a culvert in Waipū River.
AUT.037116.01.01	J P White	Discharge domestic effluent to land at Taiharuru.
AUT.037124.01.01	Milich Farms Limited	Farm dairy effluent discharge at Te Kopuru FDE 8017.
AUT.037125.01.01 – AUT.037125.02.01	Far North District Council	<ul style="list-style-type: none"> Heavy machinery in the CMA at Paihia. Disturb land in the RMZ at Paihia Beaches.
AUT.037132.01.01 – AUT.037132.03.01	T Yeates	<ul style="list-style-type: none"> Jetty facility in Waikare Inlet. Capital dredging for access to a jetty facility in Waikare Inlet, Bay of Islands. Maintenance dredging to access a jetty facility in Waikare Inlet, Bay of Islands.
AUT.037138.01.01 – AUT.037138.03.01	Mangawhai Holdings No. 1 Limited	<ul style="list-style-type: none"> Earthworks for a subdivision at Black Swamp Road, Mangawhai.

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Consent Number	Consent Holder	Consent Description
		<ul style="list-style-type: none"> Stormwater discharge for subdivision at Black Swamp Road, Mangawhai. Stormwater diversion for subdivision at Black Swamp Road, Mangawhai.
AUT.037144.01.01 – AUT.037144.02.01	M A Wrack & G E Kerr	<ul style="list-style-type: none"> Boat ramp in Ngunguru River. Seawall and rock spall seawall in Ngunguru River.
AUT.037145.01.01	Haigh Workman Civil & Structural Consultants Limited	Earthworks in RMZ for a retaining wall at Taupo Bay.
AUT.037176.01.01	Paparore School Board of Trustees	Bore construction at Paparore School.
AUT.037183.01.01 – AUT.037183.02.01	G Burrill	<ul style="list-style-type: none"> Streambank of Tengarere Stream. Earthworks for streambank retainment in Te Ngaere Stream.
AUT.037229.01.01	Whāngārei District Council	Bore construction at Ngunguru.
AUT.001697.01.04	Kiripaka Orchards Limited	Take water for irrigation at Ngunguru Road.
AUT.003775.04.01 – AUT.003775.05.01	Far North District Council	<ul style="list-style-type: none"> Sludge disposal at Ahipara Wastewater Treatment Plant. Discharge odour to air at Ahipara Wastewater Treatment Plant.
AUT.004352.01.05	Whāngārei District Council	Whāngārei Wastewater Treatment Plant discharge to Limeburners Creek.
AUT.004814.01.03 – AUT.004814.02.02	Kaipara District Council	<ul style="list-style-type: none"> Discharge leachate from refuse tip to ground at Omamari. Discharge contaminants to air - Omamari landfill.
AUT.006097.02.02 – AUT.006097.04.02	Matauwahi Wharf Limited	<ul style="list-style-type: none"> Slipway at Matauwahi Bay. Stormwater discharge from slipway and hardstand. Discharge to land via a bore.
AUT.006240.03.01	Pigeon Mountain Trustee Company Limited and Halcyon Days Trustee Company Limited	Dredging at Waipiro Bay, Bay of Islands.
AUT.006284.01.02 AUT.006284.02.01	Paroa Bay Properties Limited	<ul style="list-style-type: none"> Extension of existing boat ramp at Paroa Bay. Disturb and excavate the foreshore at Paroa Bay.
AUT.007151.01.03	G P & G L Hansen	Take water for irrigation at Ngunguru Road, Whāngārei.
AUT.007262.01.03	R H Priebes	Take water for irrigation at Puketotara Road, Kerikeri.
AUT.007387.03.05	Transfield Services (New Zealand) Limited	Change to consent for Carrs Quarry at One Tree Point Road, Takahiwai.
AUT.008057.01.03	Allied Petroleum Limited	Renewal of fuel dispense facility at Russell Wharf.
AUT.008647.01.03	KSL Limited	Groundwater take for irrigation at Turk Valley Road.
AUT.008754.01.04	Torin Orchids Limited	Take water for irrigation at Ngunguru Road.

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Consent Number	Consent Holder	Consent Description
AUT.008822.01.02	Okaihau Dairies Limited	Discharge farm dairy effluent at Okaihau FDE 550.
AUT.009516.01.03	Lugtigheid Family Trust	FDE 4454 Farm Dairy Discharge at Rūāwai.
AUT.012776.01.02	D C & B R Barrell	Discharge treated domestic wastewater to land at Teal Bay.
AUT.013007.01.02	Orangewood Limited	Discharge treated wastewater to ground at Kerikeri.
AUT.013007.02.01		Discharge contaminants (primarily odour) to air.
AUT.013279.01.02	G O & P C MacDonald	Groundwater take for use at Pukeatua Road.
AUT.020624.01.02 – AUT.020624.02.02	Department of Conservation	Discharge treated sewage to land, Cape Reinga.
		Discharge treated sewage, Cape Reinga.
AUT.029756.01.02	Northland Regional Council	Extract gravel from the bed of the Waiarohia Stream, Kirikiri Stream and Hātea River.
AUT.037061.01.01 – AUT.037061.02.01	Northland Regional Council	Riverworks in Ngunguru River.
		Removal of vegetation from Ngunguru River.
AUT.037094.01.01 – AUT.037094.05.01	The Phil Ryan Family Trust	Seawall in Mangawhai Harbour.
		Disturb the foreshore with heavy machinery.
		Earthworks in RMZ of Mangawhai Harbour.
		Stormwater diversion in RMZ of Mangawhai Harbour.
		Discharge to land at Mangawhai Harbour.
AUT.037180.01.01 – AUT.037180.04.01	G R & M E Davies	Dam construction at Taiharuru Road.
		Dam at Taiharuru Road.
		Divert water for a dam at Taiharuru Road.
		Discharge water for a dam at Taiharuru Road.
AUT.037186.01.01 – AUT.037186.02.01	Tara Iti Holdings New Zealand Limited	Discharge wastewater to land at Mangawhai.
		Discharge of contaminants (odour) to air at Mangawhai.
AUT.037210.01.01	P M & K L Baker	Discharge domestic wastewater at Waipū.
AUT.037225.01.01	I C Saywell	Swing mooring in Kent Bay, Whangaroa.
AUT.037237.01.01	B D & P M Crosbie	Bore construction at Rūāwai.
AUT.037241.01.01	L & M D Ashcroft	New MM4 swing mooring in Waipiro Bay, Bay of Islands.
AUT.037245.01.01	Top Energy Limited	Overhead Power Line : Kerikeri to Kaitāia – Wetland crossings.
AUT.037246.01.01	P & K Robertson	Bore construction at Kerikeri.
AUT.037247.01.01 – AUT.037247.02.01	Focus Paihia Community Charitable Trust	Temporary swim pontoon at Taiputuputu Pahi Beach, Paihia.
		Associated swing mooring 2629 for swim pontoon at Taiputuputu Pahi Beach, Paihia.
AUT.037250.01.01	Whāngārei District Council	Pipeline for new public toilet at AH Reed Reserve (end of Paranui Valley Road, Whāngārei).
AUT.037266.01.01	J P Batchelor	Bore construction at Rawhiti Road.

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Consent Number	Consent Holder	Consent Description
AUT.037273.01.01	N R St George	Bore construction at Whalers Road, Houhora.
AUT.037291.01.01	K S & R M Natras	Bore construction at Lamb Road, Pukenui.

ATTACHMENT 2

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

The Consents/Monitoring Manager's summary of resource consent decisions issued since 1 October 2014 can be found in Attachment 1.

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

NOTIFIED APPLICATIONS

Applications Publicly/Limited Notified During Previous Month

Applicant	Proposal	Notification Period	Comment
Far North District Council APP.001862.01.04 Lodged: 13/01/2014	Change to groundwater take consent from Monument Hill for Kaikohe town supply	20 November 2014 to 18 December 2014	Limited notified to Waikotihē Maori Reservation Trust. Applicant requested a hold on the application to gain written approvals.

Progress on Applications Previously Notified

Applicant	Proposal	Progress
Far North District Council APP.004007.01.03 Lodged: 30/05/2008	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. The applicant wants to reopen discussions with the submitters. The applicant has provided the council with a summary of additional work that it has undertaken since this application was notified. The applicant also wishes to discuss the work to date with submitters and undertake some further monitoring of the receiving environment during low flow periods in the upcoming summer months. The applicant has therefore proposed a hearing for this application to be scheduled for some time after March 2015 to allow for this to happen. The council has provided an update to the submitters so that they are informed of the work to date and the applicant's proposal to reopen discussions with them.
B C Taylor APP.015366.01.02 Lodged: 25/11/2010	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. Issues between the applicant and the Kaipara District Council (KDC) associated with the designation of the land and ownership of the building have been resolved. Applications for resource consents from the KDC are to be lodged. No one other than the applicant is adversely affected by the delay at this point.

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Applicant	Proposal	Progress
<p>Millpara Avocados Limited APP.014520.01.02 Lodged: 31/07/2012 APP.014520.02.01 Lodged: 19/06/2012</p>	<p>Increase in existing groundwater take for avocado irrigation purposes, Paparore, Far North</p>	<p>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. The council has circulated a proposal to proceed with the existing consent along with draft conditions while leaving the other application on hold until a reassessment of the Aupouri groundwater resource by the council is completed. One submitter wishing to be heard has withdrawn its wish to be heard on the take from the existing bore. The other submitter wishing to be heard has not responded and has been difficult to contact. The consent processing officer has attempted to make contact by phone on a number of occasions and sent another letter to this submitter requesting a response by 12 May 2014. No response has been received. The council will organise a formal pre-hearing meeting and require this submitter to attend. It has been decided to wait for the completion of the reassessment of the Aupouri groundwater resource, which is expected in the near future, before organising a meeting so that the council has to only deal with this submitter once.</p>
<p>Juken New Zealand Limited APP.008975.01.05 Lodged: 13/11/2013 APP.007062.01.04 Lodged: 13/11/2013</p>	<p>Replacement discharge to air consents for Kaitāia Northland and Triboard Mills</p>	<p>Limited notified to adjacent properties on 4 February 2014, with the submission period closing on 6 March 2014. Three submissions received: two in support and one neutral, none wishing to be heard. The council also received a report from the Northland District Health Board (NDHB) on issues it has with discharges to air from the two mills. The council sought an independent technical review of all the information received and the issues raised. Draft conditions have been prepared that have been accepted by JNL. The NDHB had concerns with the council issuing long-term consents. The council has received a final report from the NDHB on specific disease rates in the Kaitāia area, which has also been forwarded to Juken for its information. As a result of further discussions with NDHB, changes to the draft conditions that would satisfy its concerns were proposed. Juken has agreed to these changes. The council now awaits final confirmation from the NDHB on the draft conditions prior to granting the consents under delegated authority.</p>
<p>Northland Regional Council APP.037061.01.01 Lodged: 11/08/2014</p>	<p>Ngunguru River management – gravel extraction from river bed</p>	<p>Four submissions received with two in support and two in opposition. Both submitters who initially wished to be heard withdrew their wish, following discussions with staff. The decision has been made under delegated authority.</p>

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Hearings and Decisions

Applicant	Proposal	Date of Hearing	Decision Issued/Comment
Far North Holdings Limited APP.008385.31.01 Lodged: 5/02/2014	Ōpua Marina Stage 2 extension	11 August 2014	The Hearings Panel's decision to grant consents was issued on 10 October 2014.

APPEALS/OBJECTIONS

Applicant	Proposal	Progress
Poutō Farms Limited APP.021258.01.01 Lodged: 6/08/2008	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.
Westpac Mussels Distributors Limited APP.029371.01.01 Lodged: 3/10/2011	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 decision, upholding the council's decision, issued on 24 April 2014. Leave was granted by the Court for the parties to comment on limited aspects of the conditions as settled and upon receiving those comments has issued the final consent conditions. The Environment Court has awarded the council costs totalling \$16,000 from the appellants.
J K Upperton APP.008867.01.02 Lodged: 15/11/2005	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. A mediation conference convened by the Environment Court on 12 December 2013 was unsuccessful and the matter was heard by the Court on 10 September 2014. A decision is yet to be issued by the Court.
Whāngārei District Council, Parks Division APP.030692.01.01 Lodged: 6/08/2012	Proposed boatramp and reclamation at Pātau North estuary	Appeal lodged by Te Waiariki Ngati Korora, Ngati Taka Pari Hapu. The Environment Court directed a full report on progress be provided to it by the parties by 7 February 2014. Informal meetings between the parties on 29 January 2014 and 21 May 2014 as well as a hui at the site on 31 May 2014 has resulted in the appeal being resolved. The Court issued a Consent Order on 8 October 2014, in favour of an amended proposal.
Far North Holdings Limited APP.008385.31.01 Lodged: 5/02/2014	Ōpua Marina Stage 2 extension	Appeals have been lodged by Far North Holdings Limited relating to the conditions and by Karetu Maori Committee against the entire decision.

briefing notes crash analysis

a Safe System approach

Northland

Alcohol and/or drugs and speed are Safer Journeys areas showing a high concern regarding personal risk to road users in the region.

Northland region accounts for 7.0 percent of the national serious trauma from crashes involving excess alcohol and/or drugs. The region accounts for 6.3 percent of the national serious trauma from crashes involving speed too fast for conditions.

Alcohol and/or drugs account for a third, 33.4 percent, of the serious trauma in the region and speed for over a quarter, 27.6 percent.

Like nearly all regions rural speed zone crashes involving a driver losing control and/or head-on crashes feature highly in the local share of serious trauma, 62.4 percent, due in part to use. As a topic the involvement of alcohol and speed feature as factors in these crashes.

Also crashes involving young drivers, those below 25 years of age, feature in over a quarter, 28.3 percent, of the serious trauma regionally.

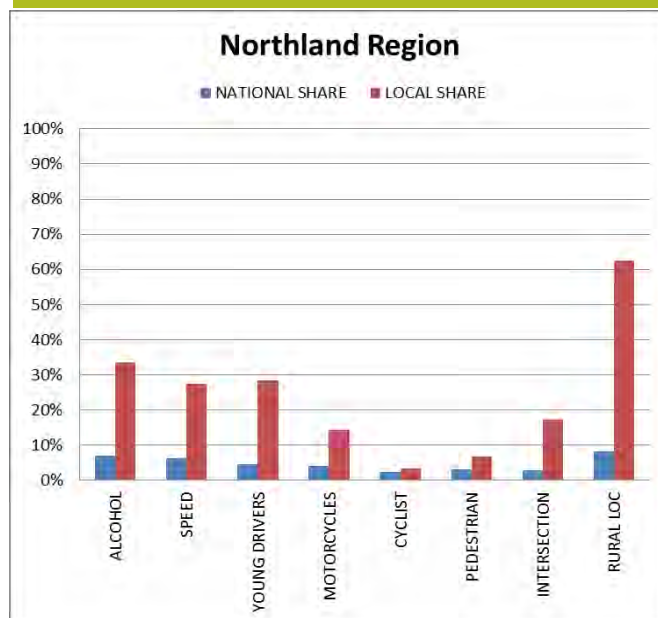
For a regional overview to the latest traffic crash data please refer to the [Crash Analysis Statistical Statements](#).

Shown below is the local regional annual average count of serious trauma by these Safer Journeys areas of concern. This is a summary from the [Communities at Risk Register](#). Alongside the counts it is noted where there is a high concern around the assessed level of risk; personal, collective or both.

Deaths & serious	Annual average	Concern
Alcohol and/or drugs	43	Personal
Speed too fast	36	Personal
Young drivers	37	
Motorcycles	18	
Cyclist	4	
Pedestrian	9	
Intersections	22	
Rural loss of control	81	

Please see the [Crash Analysis Trend Reports](#) for details on serious trauma trends across 13 Safer Journeys areas of high, medium and emerging concern.

National and regional share of serious trauma



Safer Journeys concerns have been identified at a local body level across the region are:

Far North District

- Young drivers
- Alcohol and/or drugs
- Speed
- Rural speed zone loss of control/head-on

Kaipara District

- Young drivers
- Alcohol and/or drugs
- Speed
- Rural speed zone loss of control/head-on

Whangarei District

- Young drivers
- Alcohol and/or drugs
- Speed
- Rural speed zone loss of control/head-on
- Intersection

NZTA web link to all the [Crash Analysis Briefing Notes](#)

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**ISSUE: Environmental Management Committee Meeting
13 October 2014 - Receipt of Minutes****ID:** A707677**To:** Council Meeting, 9 December 2014**From:** Chris Taylor, Council Secretary**Date:** 28 November 2014

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 Policy:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Executive summary:

The purpose of this report is to present the unconfirmed minutes of the Environmental Management Committee meeting held on 13 October 2014 (**attached**) to the council for information.

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 13 October 2014 be received.

**NORTHLAND REGIONAL COUNCIL
ENVIRONMENTAL MANAGEMENT COMMITTEE**

Minutes of the Environmental Management Committee Meeting
held in the Council Chamber,
Northland Regional Council, 36 Water Street, Whāngārei, on
Monday 13 October 2014, commencing at 9.30 am

Present:**Northland Regional Council**

Cr Joe Carr (Chairman)
Cr Craig Brown (Deputy Chairman) *(from 9.45 am)*
Cr Bill Shepherd (ex officio)
Cr Paul Dimery *(from 9.45 am)*

Far North District Council

Cr Ann Court *(left meeting 11.27 am)*

Kaipara District Council

Commissioner Richard Booth

Whangarei District Council

Cr Tricia Cutforth

Department of Conservation

Ms Sue Reed-Thomas

Farming Community

Mr Alan Clarkson

Forest Industry

Mr Geoff Gover

Māori Interests

Mr Keir Volkerling

In Attendance:**NRC Staff - Full Meeting:**

Chief Executive Officer
Operations Director
Consents/Monitoring Senior Programme Manager
Land/Rivers Senior Programme Manager
Biosecurity Senior Programme Manager
Policy Specialist - Water
Council Secretary

NRC Staff - Part Meeting:

Environmental Monitoring Programme Manager
Natural Hazards/Rivers Officer
Biosecurity Officer
Manchurian Wild Rice Project Officer
Land Management Officer
Land Management Advisors (x4)
Biodiversity Specialist
Monitoring Team Administrator

The Chairman declared the meeting open at 9.32 am.

Apologies

Moved (Reed-Thomas/Cutforth)

That the apologies from Deputy Chairman, Craig Brown, and Councillor Paul Dimery for delayed arrival and also the apologies from the newly appointed representative of Environmental Interest Groups, Martin Hunt, for non-attendance be received.

Carried

Declaration of Conflict of Interest

There were no declarations of conflict of interest made at any stage of the meeting.

Confirmation of Minutes: Environmental Management Committee Meeting – 25 August 2014 (Item 1.0)

Report from Peternel McLean, Committee Secretary.

ID: A692287

Moved (Clarkson/Gover)

That the minutes of the Environmental Management Committee meeting held on 25 August 2014 be confirmed as a true and correct record.

Carried

Matters arising from 1.0:

It was confirmed that an update or report (depending on the information available) on “Go Slow”, the disease of working dogs which induced fatigue and muscle wastage, would be provided at the 8 December 2014 meeting of the Environmental Management Committee.

Secretarial Note: The committee sustained a moments silence in respect of the recent passing of committee member, Councillor Dennis Bowman.

Waiora Northland Water Progress (Item 2.0)

Report from Natalie Glover, Policy Specialist - Water

A667289

Moved (Carr/Brown)

1. That the report “Waiora Northland Water Progress” by Natalie Glover, Water Policy Specialist, and dated 13 September 2014, be received.
2. That Hone Tiatoa be appointed as Tauwhara marae representative on the Waitangi Catchment Group.
3. That Maurice Williamson be appointed as a public representative on the Waitangi Catchment Group.

Carried

Matters arising from 2.0:

The Forestry Industry was commended for sponsoring a presentation/field trip focussing on "The science behind forestry as a land use" on 17 November 2014; to which all committee members were invited to attend.

It was generally agreed there would be merit in the committee being provided a presentation regarding water allocation, and the security of supply, for the farming industry.

Mr K Volkering undertook to try and source the predictive methodology for sediment deposits undertaken by Auckland Regional Council.

The Chairman reaffirmed that Hone Tiatōa was appointed as the Tauwhara marae representative on the Waitangi Catchment Group; as opposed to a representative of the Lake Omapere Trust.

Environment Fund and Farm Water Quality Improvement Plan Update (Item 3.0)

Report from Bruce Howse, Land/Rivers Senior Programme Manager.

A674850

Moved (Clarkson/Court)

1. That the report 'Environment Fund and Farm Water Quality Improvement Plan Update' by Bruce Howse, Land/Rivers Senior Programme Manager, and dated 17 September 2014, be received.
2. That the Environmental Management Committee supports in principle the proposed changes to the Environment Fund criteria, with any changes to be confirmed by the committee following the outcomes of the council Long Term Plan 2015–2025 workshops, and with any changes not to commence until after 1 July 2015.

Carried

River Management Update (Item 4.0)

Report from Joseph Camuso, Rivers Programme Manager.

A676349

Moved (Court/Booth)

1. That the report "Rivers Management Update" by Joseph Camuso, Rivers Programme Manager, and dated 11 September 2014, be received.
2. That the minutes of the Whāngārei Urban Rivers Liaison Committee held on 18 August 2014 be received.

Carried

Matters arising from 4.0:

Land/Rivers Senior Programme Manager, Bruce Howse, undertook to investigate whether there were synergies between the Otiria Flood Mitigation project and the work being undertaken by the New Zealand Transport Agency, in conjunction with

OPUS, to review Northland's 'resilience' and how it affected communities (based on floods and slips).

It was advised that KiwiRail had provided a written commentary on the proposed Otiria Flood Mitigation Works; raising concern regarding the flooding impact on Rail Bridge 236 (North Auckland Line) which was already subject to scour issues at times of flooding. Chairman Joe Carr requested that the Land/Rivers SPM, Bruce Howse, contact Wiremu Wiremu (also known as Bill Williams) from the Otiria Marae to clarify the issues surrounding this matter.

It was further moved (Brown/Gover)

That as permitted under section 46A(7) of the Local Government Official Information and Meetings Act 1987, the tabled item "Appointment to the Kerikeri-Waipapa River Liaison Committee" be received.

Carried

It was further moved (Carr/Brown)

1. That the report 'Appointment to the Kerikeri-Waipapa Liaison Committee' by Bruce Howse, Land/Rivers Senior Programme Manager, and dated 10 October 2014, be received.
2. That Mr Bill Hunter, representing the Kerikeri Irrigation Company Ltd, be appointed as a representative of the Kerikeri-Waipapa River Liaison Committee.

Carried

Review of Regional Pest Management Strategies (Item 5.0)

Report from Don McKenzie, Biosecurity Senior Programme Manager.

A667504

Moved (Carr/Booth)

That the report 'Review of Regional Pest Management Strategies' from Don McKenzie, Biosecurity Senior Programme Manager, and dated 11 September 2014, be received.

Carried

Matters arising from 5.0:

A map was presented which detailed the regionally significant areas for Northland (including high value forests, lakes and marine areas) overlaid with areas where intervention was taking place. This exercise highlighted that there are a number of high value assets in Northland lacking attention. The proposed Regional Pest Management Plan (RPMP) provided options and initiatives to address this 'disconnect'.

Confirmation was provided that the proposed RPMP would be notified for public consultation as part of the 2015–2025 Long Term Plan process and feedback would be sought through a series of stakeholder workshops.

Kai Iwi Lakes and Marine Pests (Item 6.0)

**Report from Don Mckenzie, Biosecurity Senior Programme Manager.
A675976**

Moved (Gover/Carr)

That the report 'Kai Iwi Lakes and Marine Pests' by Don Mckenzie, Biosecurity Senior Programme Manager, and dated 17 September 2014, be received.

Carried

Manchurian Wild Rice Programme Update (Item 7.0)

**Report from Curtis Harris, Manchurian Wild Rice Project Officer.
A676205**

Moved (Clarkson/Cutforth)

1. That the report 'Manchurian Wild Rice Programme Update' by Curtis Harris, Manchurian Wild Rice Project Officer, and dated 18 September 2014, be received.
2. That the Environmental Management Committee extends appreciation to the Ministry for Primary Industries for its continued support for the Manchurian Wild Rice Programme. The committee also commends council officers for the progress made in the containment and eradication of Manchurian Wild Rice.

Carried

**Environmental Monitoring for the period 1–24 September 2014
(Item 8.0)**

**Report from Colin Dall, Consents/Monitoring Senior Programme Manager.
A678889**

Moved (Brown/Reed-Thomas)

That the Environmental Monitoring report for the period 1–24 September 2014 from Colin Dall, Consents/Monitoring Senior Programme Manager, be received.

Carried

Recreational Swimming Water Quality Programme (Item 9.0)
Report by John Ballinger, Environmental Monitoring Programme Manager.
A676293

Moved (Dimery/Carr)

1. That the report 'Recreational Swimming Water Quality Programme' from John Ballinger, Environmental Monitoring Programme Manager, and dated 16 September 2014, be received.
2. That the report programme for 2014/15, as outlined in Item 9.0 of the 13 October 2014 Environmental Management Committee agenda, be supported.

Carried

Matters arising from 9.0:

It was confirmed that the number of sampling sites had been reduced as a result of the 2012–2022 Long Term Plan process. However, it was the intention to retain a core set of sampling sites for the long term.

Operations Director, Tony Phipps, undertook to circulate to the committee members a list of sites that were no longer sampled.

Agenda items for next Environmental Management Committee meeting – 8 December 2014 (Item 10.0)

Report from Committee Secretary, Peternel McLean.

A692853

Suggested topics included:

- Progress on the Regional Plans Review;
- Presentation: "Go Slow" (as per Item 2.0); and
- Presentation from the Department of Conservation regarding the new Conservation Strategy (Sue Reed-Thomas to follow up this request).

Secretarial Note: A video titled 'Dune Lakes and Values' was screened for the committee's interest following the conclusion of the meeting (this related to Item 2.0 of the agenda).

Conclusion

The meeting closed at 11.52 am.

**ISSUE: Te Taitokerau Māori Advisory Committee Minutes
– 16 October 2014 and 13 November 2014**

ID: A708011

To: Council Meeting, 9 December 2014

From: Vibeke Wright, Committee Secretary

Date: 28 November 2014

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 Policy:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Executive summary:

The purpose of this report is to present the confirmed minutes of the Te Taitokerau Māori Advisory Committee meeting held on 16 October 2014 (**attached**) and the unconfirmed minutes of the Te Taitokerau Māori Advisory Committee meeting held on 13 November 2014 (**attached**) to the council for information.

Legal compliance:

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

Recommendation:

That the minutes of the Te Taitokerau Māori Advisory Committee meetings held on 16 October 2014 and 13 November 2014 be received.

**NORTHLAND REGIONAL COUNCIL
Te Taitokerau Māori Advisory Committee**

Minutes of the meeting of Te Taitokerau Māori Advisory Committee
held in Council Chambers,
36 Water Street, Whāngārei,
on Thursday, 16 October 2014, starting at 1.00 pm

Present:

Cr Dover Samuels, Northland Regional Council
Cr Bill Shepherd, Northland Regional Council
Cr Paul Dimery, Northland Regional Council
Mike Kake, Te Rūnanga-Ā-Iwi-O-Ngāpuhi
Bundy Waitai, Nga Hapu o Ngati Kuri/Te Hiku o Te Ika Marae
Rudy Taylor, Hokianga o Nga Hapū Whanau
Mira Norris, Te Parawhau Hapu Authority Charitable Trust
Isha Waetford, Ngātiwai Trust Board
Catherine Murupaenga-Ikenn, Te Rūnanga o Te Rarawa
John Harawene, Ngāti Manu
Darryl Hape, Te Rūnanga O Whaingaroa
Rowan Tautari, Te Whakapiko
Pita Tipene, Te Rūnanga o Ngāti Hine
Shirley Hakaraia, Ngāti Kuta/Patukeha
Michelle Elboz, Ngati Kuta Patukeha
Te Huranga Hohaia, Ngati Rehia
Patu Hohepa, Hokianga o Nga Hapū Whanau

In Attendance:**Full Meeting**

Malcolm Nicolson, NRC Chief Executive Officer
Rachel Ropiha, Iwi Liaison Officer
Abe Witana, Programme Manager/Policy Specialist - Tangata Whenua
Vibeke Wright, Advisor to Chief Executive/Meeting Secretary

Part Meeting

George Riley, Māori Economic Development Manager, Northland Inc.

Opening of Meeting

Chairman Dover Samuels declared the meeting open at 1.00 pm.

Apologies (Item 2.0)

Moved (Samuels/Tipene)

That the following apologies be accepted:

Louisa Kopa, Te Rūnanga o Ngāti Hine
Will Ngakuru, Te Roroa Whatu Ora Trust
Henry Murphy, Ngātiwai Trust Board
Mikaera Miru, Te Uri o Hau Settlement Trust
Rawson Wright, Te Uri o Hau Trust Board
Nora Rameka, Ngati Rehia.

Carried

Declarations of Conflicts of Interest (Item 3.0)

There were no declarations of interest at this point.

Presentation (Item 4.0)

Mr George Riley, GM Māori Economic Development, Northland Inc. was in attendance and made a presentation about the council's organisation and its efforts to develop the Māori economy.

Mr Harawene requested that Mr Riley's slides be circulated.

Ms Catherine Murupaenga-Ikenn noted she would present a recommendation at a future meeting which would seek greater emphasis on Māori values in Northland Inc.'s statement of intent.

Confirmation of Minutes – 11 September 2014 (Item 5.0)

ID: A693219

Report from Malcolm Nicolson, Chief Executive Officer.

Moved (Tipene/Taylor)

That the minutes of Te Taitokerau Māori Advisory Committee meeting held on 11 September 2014 be confirmed as a true and correct record.

Carried

Receipt of Action Sheet (Item 6.0)

ID: A692730

Report from Vibeke Wright, Advisor to the Chief Executive.

Moved (Murupaenga-Ikenn/Waetford)

That the action sheet be received.

Carried

Questions arising from the Action Sheet:

- Mr Tipene asked when staff would know whether the database for resource consents could be released and Ms Ropiha said she would be in a position to report at the next meeting.

Item left to lie on the table from previous meeting (Item 7.0)**ID: 692733****Amended Draft Terms of Reference (Item 9.0 from 11 September 2014)****ID: A667932****Report from Rachel Ropiha, Iwi Liaison Officer.****Moved (Hohepa/Hape)**

1. That the report 'Amended Draft Terms of Reference' by Rachel Ropiha, Iwi Liaison Officer, and dated 12 August 2014, be received.
2. That a subgroup of Ms Tautari, Cr Dimery, Mr Hohepa, and Ms Hakaraia be established to refine the wording for membership in the Terms of Reference, and to circulate the revision via email for members' approval.
3. That the Chair, Deputy Chair and the CEO be authorised to consolidate the discussion points from the morning's workshop and circulate a draft vision, mission and goals, and revised terms of reference, via email for members' approval.

Carried**Conclusion**

There being no further business, the meeting was drawn to close at 2.19 pm with a karakia provided by Mr Hohepa.

**NORTHLAND REGIONAL COUNCIL
Te Taitokerau Māori Advisory Committee**

Minutes of the meeting of Te Taitokerau Māori Advisory Committee
held in Council Chambers,
36 Water Street, Whāngārei,
on Thursday, 13 November 2014, starting at 10.30 am

Present:

Cr Dover Samuels, Northland Regional Council
Cr Bill Shepherd, Northland Regional Council
Cr Paul Dimery, Northland Regional Council
Louisa Kopa, Te Rūnanga o Ngāti Hine
Rowan Tautari, Te Whakapiko
Isha Waetford, Ngātiwai Trust Board
Bundy Waitai, Ngā Hapū o Ngāti Kuri/Te Hiku o Te Ika Mārae
Mira Norris, Te Parawhau Hapū Authority Charitable Trust
John Harawene, Ngāti Manu
Te Huranga Hōhaia, Ngāti Rēhia
Darryl Hape, Te Rūnanga O Whaingaroa
Michelle Elboz, Ngāti Kuta Patukeha
Catherine Murupaenga-Ikenn, Te Rūnanga o Te Rarawa
Nora Rameka, Ngāti Rēhia
Mike Kake, Te Rūnanga-Ā-Iwi-O-Ngāpuhi

In Attendance:**Full Meeting**

Rachel Rōpiha, Iwi Liaison Officer
Abe Witana, Programme Manager/Policy Specialist - Tangata Whenua
Vibeke Wright, Advisor to Chief Executive/Meeting Secretary

Part Meeting

Ben Lee, Programme Manager – Policy Development

Opening of Meeting

Chairman Dover Samuels declared the meeting open at 10.30 am. Mr Hōhaia made a karakia.

Apologies (Item 2.0)**Moved (Dimery/Hohaia)**

That the following apologies be accepted:

Malcolm Nicolson, NRC Chief Executive Officer
Martin Rudolph, Te Rūnanga O Whaingaroa
Will Ngākuru, Te Roroa Whatu Ora Trust
Rudy Taylor, Hokianga o Nga Hapū Whanau
Pita Tipene, Te Rūnanga o Ngāti Hine
Shirley Hakaraia, Ngāti Kuta/Patukeha
Patu Hohepa, Hokianga o Nga Hapū Whanau
Rawson Wright, Te Uri o Hau Trust Board

Carried

ID: A704253

Te Taitokerau Māori Advisory Committee

11 October 2014

Cr Samuels introduced Cr Joe Carr, who had recently been appointed to the committee, and invited him to say a few words.

Cr Carr welcomed the opportunity to work with the members, noting that as Chair of the Environmental Management Committee he would act as a conduit between the interests of both groups.

Declarations of Conflicts of Interest (Item 3.0)

There were no declarations of interest at this point.

Confirmation of Minutes – 16 October 2014 (Item 4.0)

ID: A697717

Report from Malcolm Nicolson, Chief Executive Officer.

Moved (Murupaenga-Ikenn/Kake)

That the minutes of Te Taitokerau Māori Advisory Committee meeting held on 16 October 2014 be confirmed as a true and correct record.

Carried

Receipt of Action Sheet (Item 5.0)

ID: A701983

Report from Vibeke Wright, Advisor to the Chief Executive.

Moved (Kake/Harawene)

That the action sheet be received.

Carried

Questions arising from the Action Sheet:

- **Item 14** - Ms Tautari enquired the timing of the report to the committee about Māori RMA Commissioners. Mr Witana said he expected it to be available in the New Year once advice had been received from central government about possible support.
- **Item 29** - Mr Hōhaia asked about progress by the subgroup tasked with clarifying membership provisions in the Terms of Reference. Cr Dimery explained the work the group had done and explained an agreed wording was being presented to the committee today. The wording had been distributed via email before the meeting.
- **Item 19** – Ms Norris asked when the report on water management would be available. Mr Witana said it also would be in the New Year as the scope was quite broad and required significant research. Ms Norris noted that the report would be very informative for her people and would also need time to consider it. Mr Lee offered to meet with Ngāti Rēhia in order to provide specific information about water management, particularly coastal waters, and economic development in their rohe.

Item left to lie on the table from previous meeting (Item 6.0)**ID: A701987****Amended Draft Terms of Reference (Item 9.0 from 11 September 2014)****ID: A667932****Report from Rachel Rōpiha, Iwi Liaison Officer.****Moved (Dimery/Murupaenga-Ikenn)**

1. That the report 'Amended Draft Terms of Reference' by Rachel Rōpiha, Iwi Liaison Officer, and dated 12 August 2014, be received.

Carried

Cr Samuels said that he, the Deputy Chair and the CEO had started the discussion regarding the draft vision, mission and goals but at the request of the Deputy Chair – who was unable to attend the meeting on account of Te Kotahitanga o Ngā Hapū Ngāpuhi hui - this component of the terms of reference would be delayed to the next subsequent meeting.

Members were provided with proposed wording for the Terms of Reference for membership which had been developed by the subgroup established at the October 2014 committee meeting.

After some discussion the proposed wording was revised in the fourth bullet point to read: '*Māori tangata whenua groupings, including....*'. Ngati Kuri and Te Parawhau had been inadvertently left off the list of currently represented groups and were therefore added.

It was agreed that additional groups that were likely to seek representation on the committee in future would not be included on the list at present. Any such request would trigger further discussion amongst the current members on whether an existing member would voluntarily step down in order to create a vacancy for the new member.

Moved (Dimery/Murupaenga-Ikenn)

2. That the committee's draft vision, mission and goals be circulated as soon as possible and considered at its next meeting.
3. That the revised text regarding membership as discussed and documented at the meeting be incorporated within the Draft Terms of Reference for recommendation to council once the vision, mission and goals are agreed.

Carried

Māori Participation in Decision Making Policy (Item 7.0)

ID: A702161

Report from Malcolm Nicolson, Chief Executive Officer.

Moved (Shepherd/Dimery)

That the report, 'Māori Participation in Decision Making Policy', by Malcolm Nicolson, Chief Executive Officer, and dated 13 November 2014, be received.

Carried

2015 Meeting Calendar (Item 8.0)

ID: A702360

Report from Malcolm Nicolson, Chief Executive Officer.

Moved (Shepherd/Dimery)

That the report, '2015 Meeting Calendar', by Malcolm Nicolson, Chief Executive Officer, and dated 4 November 2015, be received.

Carried

Tangata Whenua Engagement – Regional Plans Review (Item 9.0)

ID: A703298

Report from Ben Lee, Programme Manager – Policy Development.

Moved (Hohaia/Rameka)

That the report, 'Tangata Whenua Engagement – Regional Plans Review', by Ben Lee, Programme Manager – Policy Development, and dated 10 November 2014, be received.

Carried

Other matters for discussion:

Cr Samuels explained to the members that if they wished to place matters on the agenda, they should contact him or the Meeting Secretary and make the request. This was the avenue to follow and he encouraged members to think of matters and issues for future discussion. However, members should ensure the matters and issues were relevant to the committee and to local government. For example, he had refused a recent request because it dealt with a constitutional matter for the Crown, not the council.

Cr Shepherd reminded members that the Council Chambers was booked for the afternoon to enable Māori members to informally caucus after the formal meeting. Members were welcome to use this time to discuss items of interest that could be included on future agendas. Resourcing was an issue so prioritisation should also be considered. Provision of information to members of the committee was very important. A series of workshop presentations by staff would be welcomed.

ID: A704253

Te Taitokerau Māori Advisory Committee

11 October 2014

Ms Murupaenga-Ikenn suggested the committee should, as a matter of priority, establish a work programme, and Cr Samuels suggested this could be placed on the agenda for the next meeting.

Conclusion

There being no further business, the meeting was drawn to close at 12.20 pm with a karakia provided by Mr Hōhaia.

ISSUE: Business with the Public Excluded**ID:** A708751**To:** Council Meeting, 9 December 2014**From:** Chris Taylor, Council Secretary**Date** 2 December 2014**Executive 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
10.1	Confidential Minutes of the Council Meeting – 21 October 2014	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
10.2	Identification of Leasehold Land to be made Available for Sale	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, commercial activities 7(2)(h)).
10.3	Kerikeri Spillway Flood Scheme Update	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, commercial activities 7(2)(h)).
10.4	Human Resources Report	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect the privacy of natural persons, including that of deceased natural persons 7(2)(a)).
