

NORTHLAND REGIONAL COUNCIL

Agenda

For meeting to be held in the Northland Regional Council Chamber,
36 Water Street, Whāngārei, on Tuesday 17 March 2015,
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: Declaration by Councillor Monty Knight**ID:** A729009**To:** Council Meeting, 17 March 2015**From:** Bill Shepherd, Chairman**Date:** 26 February 2015

Report Type:	<input checked="" type="checkbox"/> Normal operations	<input type="checkbox"/> Information	<input type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input checked="" type="checkbox"/> Legislative function	<input type="checkbox"/> Annual\Long Term Plan	<input type="checkbox"/> Other
Significance:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Executive summary:

The purpose of this report is to facilitate, as a result of the by-election held on 17 February 2015 for one member of the Te Hiku constituency, the formal declaration to be made by the newly elected member; Monty Knight.

Legal compliance and significance assessment:

This item is submitted to the council pursuant to and in compliance with the statutory requirements of Schedule 7 of the Local Government Act 2002. A declaration by members is necessary to enable them to act in the capacity as a councillor and therefore in relation to section 79 of the Local Government Act 2002 and council's policy, this issue is considered to be of low significance.

ITEM: 3.1

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Report:

The newly elected member to represent the Te Hiku constituency, Monty Knight, will be invited to make and sign a declaration to enable him to carry out his duties as a councillor, as required by law.

Section 14 of Schedule 7 to the Local Government Act 2002 provides as follows:

"14. Declaration by member -

1. A person may not act as a member of a local authority until –
 - a. that person has, at a meeting of the local authority following the election of that person, made an oral declaration in the form set out in subclause (3); and
 - b. a written version of the declaration has been attested as provided under subclause (2).
2. The written declaration must be signed by the member and witnessed by -
 - a. the chairperson; or
 - b. the mayor; or
 - c. a member of the local authority; or
 - d. the chief executive of the local authority; or
 - e. in the absence of the chief executive, some other officer appointed by the chief executive.
3. The form of the declaration must consist of the following elements:

Declaration by mayor or chairperson or member

"I, AB, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Northland region, the powers, authorities, and duties vested in, or imposed upon, me as [Chairperson or member] of the Northland Regional Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act."

Dated at Whāngārei this 17th day of March 2015.

Signature:

Signed in the presence of:

CD, [mayor or chairperson or member or chief executive of local authority]".

Preparations are hence in place for this declaration to be made. I will ask Monty Knight to step forward, read the declaration out loud, and sign the declaration document. I will then witness the declaration with my signature.

ITEM: 5.0

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ISSUE: Risk and Health and Safety Report**ID:** A730696**To:** Council Meeting, 17 March 2015**From:** Judy Macdonald, Human Resources Manager**Date:** 5 March 2015

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:

During February 2015 there was one accident reported (bruising, scratches and small cut to knee due to a slip - no medical treatment required), one early "Discomfort, Pain, Injury" (DPI) reported and actioned and one incident involving the bus contractor. No other incidents, accidents or near misses were reported.

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 5 March 2015, be received.

ISSUE: Confirmation of Minutes – 17 February 2015**ID:** A730561**To:** Council Meeting, 17 March 2015**From:** Chris Taylor, Council Secretary**Date:** 5 March 2015

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 17 February 2015 (**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 17 February 2015 be confirmed as a true and correct record.

NORTHLAND REGIONAL COUNCIL

Minutes of the ordinary meeting of the council
held in the Council Chamber, 36 Water Street, Whāngārei,
on Tuesday 17 February 2015, commencing at 1 pm

Present:

Chairman, Bill Shepherd
Deputy Chairman, Graeme Ramsey
Councillors:
John Bain
Craig Brown
Joe Carr
Paul Dimery (*left meeting 2.41 pm, returned 2.45 pm*)
Dover Samuels
David Sinclair

In Attendance:**Full Meeting**

Council Secretary

Part Meeting

Chief Executive Officer
Northland Inc. Chief Executive
Northland Inc. Chairman
Northland Inc. GM Investment and Infrastructure
Northland Inc. GM Regional Promotions/Tourism
Northland Inc. Special Projects: Twin Coast Discovery
Northland Inc. Marketing and Communications
Northland Inc. Financial Administrator
Northland Events Centre Board of Trustees - NRC Representative
Whangārei District Council Venues and Events Manager
Consents/Monitoring SPM
Economist
Planning and Policy Team Admin/PA

The Chairman declared the meeting open at 1 pm.

Apologies (Item 1.0)

The apologies from Chief Executive Officer, Malcolm Nicolson, for delayed arrival were noted.

Declarations of Conflicts of Interest (Item 2.0)

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

Presentations (Item 3.0)

NRC Representative on the Northland Events Centre Board of Trustees (Item 3.1)

ID: A723344

Report from Council Secretary Chris Taylor.

The Northland Regional Council's representative on the Northland Events Centre Board of Trustees, Alastair Wells, and Whangarei District Council (WDC) Venues and Events Manager, John Lynch, were in attendance and provided the presentation 'Event Centre' encompassing the following key points:

- The history of the Northland Events Centre (Toll Stadium);
- Major events hosted between 2010-2013;
- Utilisation (total patron attendances, number of events and the type of events);
- Brand exposure; and
- Key strategies (maximising use, business sustainability, governance/leadership and added value).

Key points of the following discussion included:

- It was stressed that the stadium was not a rugby/sports facility but fulfilled its purpose as an overall events centre.
- A 10 year maintenance plan was in place for the Events Centre; delineating the responsibilities of the Trust and WDC.
- An open invitation was extended for council to visit the stadium.

Secretarial Note: Chief Executive, Malcolm Nicolson, arrived at 1.12 pm.

Northland Annual Economic Profile (Item 3.2)

ID: A722324

Report from Economist Darryl Jones.

Northland Regional Council's Economist, Darryl Jones, was in attendance and provided a presentation of the key highlights from the Northland Annual Economic Profile. This information was publicly accessible via the Northland Regional Council website and the practical demonstration emphasised the comprehensive information available and also flexibility of use.

Risk and Health and Safety Report (Item 4.0)

ID: A723954

Report from Human Resources Manager Judy Macdonald.

Moved (Ramsey/Bain)

That the report 'Risk and Health and Safety Report' by Judy Macdonald, Human Resources Manager, and dated 4 February 2015, be received.

Carried

Confirmation of Minutes – 9 December 2014 (Item 5.1)**ID: A723433****Report from Council Secretary Chris Taylor.****Moved (Bain/Brown)**

That the minutes of the council meeting held on 9 December 2014 be confirmed as a true and correct record.

Carried**Receipt of Action Sheet (Item 5.2)****ID: A724617****Report from Council Secretary Chris Taylor.****Moved (Shepherd/Dimery)**

That the Council Action Sheet be received.

Carried**Matters arising from Item 5.2:**

The Council Secretary undertook to circulate the forestry report (detailed in Action Point 833), and to request an update on the status of the report regarding the testing for the presence of heavy metals (detailed in Action Point 653b).

The Chief Executive undertook to provide council with a progress report regarding the feasibility of Moorings and Marinas (as detailed in Action Point 876).

Northland Inc. Limited Financial Reporting and Reporting Against Statement of Intent (SOI) for Quarter Two of 2014/2015 (Item 6.1)**ID: A722361****Report from Economist, Darryl Jones, and Finance Manager, Simon Crabb.****Moved (Sinclair/Brown)**

That the report 'Northland Inc. Limited Financial Reporting and Reporting Against Statement of Intent (SOI) for Quarter Two of 2014/2015' by Darryl Jones, Economist, and Simon Crabb, Finance Manager, and dated 3 February 2015, be received.

Carried**Matters arising from Item 6.1:**

Northland Inc. Chief Executive, David Wilson, provided a presentation covering the following key points:

- Key performance indicators 2014/2015;
- Northland 2025 Economic Action Plan;
- Investments;
- 'Potentials'; the value and number of projects in the 'investment pipeline';
- The sector spread of investment projects;
- Business growth;
- New Zealand Trade and Enterprise and Callaghan Innovation;
- Regional promotion; and
- Compliance with annual budget.

Progress Update to 15 December 2014: Strategic Collaboration and Shared Activities Project (Item 7.1)

ID: A723457

Report from the Chief Executives Forum.

Moved (Shepherd/Ramsey)

That the report 'Progress Update to 15 December 2014: Strategic Collaboration and Shared Activities Project' by the Chief Executives Forum, and dated 3 February 2015, be endorsed by the Northland Regional Council as a progress report.

Carried

Secretarial Note: Chief Executive Officer, Malcolm Nicolson, left the meeting at 1.58 pm to address procedural matters pertaining to the closing of the Te Hiku constituency by-election.

Investment and Growth Reserve: Twin Coast Tourism Investment Project (Item 7.2)

ID: A723790

Report from Economist, Darryl Jones.

Moved (Samuels/Ramsey)

1. That the report 'Investment and Growth Reserve: Twin Coast Tourism Investment Project' by Darryl Jones, Economist, and dated 9 February 2015, be received.
2. That council agree to make available up to \$493,000 (excl GST) from the Investment and Growth Reserve for the Twin Coast Discovery Project spread over three financial years (\$56K in 2014/15; \$187K in 2015/16 and \$250K in 2016/17). Payment of the 2014/15 contribution will be provided immediately.
3. That Northland Inc. provide a milestone and financial report *[including the contributions made by other parties]* every six months to council, with the first report being for the six months ended August 2015.

Carried

Matters arising from Item 7.2:

Northland Inc. GM Regional Promotions/Tourism, Paul Davis, was in attendance and provided the presentation 'Twin Coast Discovery Project' covering the following key points:

- The 'Agenda';
- Introduction: New Zealand's first official touring route;
- The project development process;
- Outcomes;
- Project milestones;
- Partnerships and leverage;
- Investment and Growth Reserve funding and allocation; and
- Potential risks.

The Northland Inc. CEO impressed the need for council to approve the full funding of the project in order to provide certainty and leverage additional funding (as opposed to staged funding based on achievement of milestones).

Secretarial Note: Chief Executive Officer, Malcolm Nicolson, returned to the meeting at 2.30 pm.

Northland Inc. Limited Draft Statement of Intent 2015/18 (Item 7.3)

ID: A722366

Report from Economist, Darryl Jones.

Moved (Ramsey/Brown)

1. That the report 'Northland Inc. Limited Draft Statement of Intent 2015/18' by Darryl Jones, Economist and dated 5 February 2015, be received.
2. That the 'Northland Inc. Limited Draft Statement of Intent 2015/18' (included as **Attachment One** pertaining to Item 7.3 of the 17 February 2015 council agenda) be received.
3. That the Chief Executive Officer, in consultation with relevant NRC committees/working parties and other parties, be delegated authority to provide feedback to Northland Inc. Limited on its Draft SOI 2015/18.

Carried

Te Taitokerau Māori Advisory Committee Draft Terms of Reference (Item 7.4)

ID: A723327

Report from Chief Executive, Malcolm Nicolson.

Moved (Samuels/Shepherd)

1. That the report 'Te Taitokerau Māori Advisory Committee Draft Terms of Reference' by Malcolm Nicolson, Chief Executive Officer, and dated 28 January 2015, be received.
2. That council adopts the Draft Terms of Reference (included as **Attachment One** pertaining to Item 7.4 of the 17 February 2015 council meeting agenda and as amended at the meeting) as the approved Terms of Reference for the Te Taitokerau Māori Advisory Committee.

Carried

Secretarial Note: The agreed amendment to the Draft Terms of Reference was for the first paragraph pertaining to Point 10 be amended to read:

'The committee will meet up to a maximum of 10 times a year. These will alternate between a formal meeting of the committee which will be held at the council's office in Whāngārei and workshops at marae focusing on local issues (i.e. up to five formal meetings and five marae based workshops). While any committee member is welcome to attend the marae based workshops, these workshops will not constitute a formal committee meeting and therefore no committee resolution can be passed.'

Kerikeri Civic Trust Funding Request for Turner Centre (Item 7.5)**ID: A725211****Report from Chief Executive, Malcolm Nicolson.****Moved (Brown/Ramsey)**

1. That the report 'Kerikeri Civic Trust Funding Request for Turner Centre' by Malcolm Nicolson, Chief Executive, and dated 10 February 2015, be received.
2. That the council declines the Kerikeri Civic Trust's request for funding.

Carried

(A division was called for, with an expression of opinion by show of hands. The result being Councillors Brown, Ramsey, Bain and Dimery voting in favour of the motion and Councillors Carr, Sinclair and Samuels voting against the motion.)

Secretarial Note:

- The meeting adjourned at 3.12 pm and reconvened at 3.24 pm.
- The Chief Executive acknowledged a conflict of interest in relation to Item 7.6 and remained absent for the duration of the discussion and voting on this matter.

CEO Further Salary Review (Item 7.6)**ID: A725382****Report from Human Resources Manager Judy Macdonald.****Moved (Brown/Sinclair)**

1. That the report 'CEO Further Salary Review' by Judy Macdonald, Human Resources Manager, and dated 10 February 2015, be received.
2. That the CEO's salary package is increased to \$267,936 backdated until 1 October 2014.

Carried**Chairman's Report to Council (Item 8.1)****ID: A718473****Report from Chairman Bill Shepherd.****Moved (Shepherd/Sinclair)**

That the Chairman's report dated 5 February 2015 be received.

Carried**Chief Executive's Report to Council (Item 8.2)****ID: A720887****Report from Chief Executive Officer Malcolm Nicolson.****Moved (Shepherd/Carr)**

That the Chief Executive Officer's report dated 5 February 2015 be received.

Carried

Matters arising from Item 8.2:

The Council Secretary undertook to:

- Circulate council's submission on the Te Hiku Claims Settlement Bill.
- Ascertain whether there was any further opportunity for council to have input on the Proposed Plan Change 130 (Bulk Format Retail Environment).
- Request a progress update on the new technology being applied to control Mediterranean Fanworm.
- Request that Biosecurity SPM, Don McKenzie, provided council with an update on Kauri Dieback.

The Chief Executive Officer undertook to continue discussions regarding City Link Whāngārei fare prices; given the recent reduction in fuel costs.

Secretarial Note: Council elected to receive the minutes of all the Standing Committees by means of a single resolution.

Receipt of Minutes:

- **Audit and Risk Committee 25 November 2014**
(Item 9.1), ID: A724184, Report from Council Secretary Chris Taylor.
- **Civil Defence and Emergency Management Committee 2 December 2014**
(Item 9.2), ID: A724185, Report from Council Secretary Chris Taylor.
- **Regional Transport Committee 3 December 2014**
(Item 9.3), ID: A724186, Report from Council Secretary Chris Taylor.
- **Environmental Management Committee 8 December 2014**
(Item 9.4), ID: A724187, Report from Committee Secretary Nola Sooner.
- **Te Taitokerau Māori Advisory Committee 11 December 2014**
(Item 9.5), ID: A724188, Report from Council Secretary Chris Taylor.
- **Regional Policy Committee Meeting 15 December 2014**
(Item 9.6), ID: A723837, Report from Committee Secretary Evania Laybourn.
- **Organisational Performance Committee Meeting 3 February 2015**
(Item 9.7), ID: A725309, Report from Advisor to the CEO Vibeke Wright.

Moved (Ramsey/Bain)

That the minutes of the:

- Audit and Risk Committee meeting held on 26 November 2014;
- Civil Defence and Emergency Management Committee meeting held on 2 December 2014;
- Regional Transport Committee meeting held on 3 December 2014;
- Environmental Management Committee meeting held on 8 December 2014;
- Te Taitokerau Māori Advisory Committee meeting held on 11 December 2014;
- Regional Policy Committee meeting held on 15 December 2014; and
- Organisational Performance Committee meeting held on 3 February 2015

be received.

Carried**Matters arising from Items 9.1 through to 9.7:**

Attention was drawn to the recommendations arising from the Environmental Management Committee.

Appreciation was extended to the Civil Defence Emergency Management (CDEM) team that had recently received a Ministerial Civil Defence Award. The Chief Executive Officer undertook to circulate further detail on the award and also to write an acknowledgement letter to the team.

Secretarial Note: Clarification was sought following the conclusion of the meeting and it was ascertained that the CDEM had been nominated for such an award with a presentation ceremony to be held on 24 February 2015.

Business with the Public Excluded (Item 10.0)

ID: A724451

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	Investment and Growth Reserve: Feasibility and Business Case Assessment	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)).
10.2	Confidential Minutes of the Audit and Risk Committee Meeting –25 November 2014	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
10.3	Confidential Minutes of the Council Meeting – 9 December 2014	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
10.4	Confidential Minutes of the Organisational Performance Committee – 3 February 2015	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
10.5	Kai Iwi Lakes Greer Property 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)).

10.6

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).

3. That the appropriate Northland Inc. representatives be permitted to remain following public excluded in order to address Item 10.1.

Carried

CONCLUSION

The meeting concluded at 4.11 pm.

ITEM: 6.2

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ISSUE: Receipt of Action Sheet**ID:** A731655**To:** Council Meeting, 17 March 2015**From:** Chris Taylor, Council Secretary**Date:** 10 March 2015

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 Council Action Sheet be received.

COUNCIL ACTION SHEET										
✓	Ref	Forum	Date	Reso/ Request	By	Task Point	Progress Statement	Assigned	Last updated	Anticip. cmplt 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). KiwiRail have provided feedback and our lawyer is making the necessary amendments.	CEO/GM Finance	3 February 2015.	unknown
	653b	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. It has been advised the report will be finalised by the end of March 2015.	Iwi Liaison Officer	9 March 2015.	31-Mar-15
	"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.	Tender now "live" for the detailed design and specification for the Whangatane Spillway Weir Modification. Close off date 26 March 2015.	Land/Rivers SPM	9 March 2015.	Ongoing
	771	Council	15-Apr-14	Req	Ramsey	That the implications of the Health and Safety Reform Bill on volunteers be investigated.	Update in the February 2015 Health and Safety Report. The new Act was due to come into force April 2015 but it looks more likely to be between July and November before it is ready. There are submissions currently before the Reform Panel. The Government's select committee report on the draft Health and Safety Reform Bill and the new draft Regulations for implementing changing law on occupational health and safety (OH&S) is due out in March.	CEO/ HR Manager	9 February 2015.	1-Nov-15
	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 have yet to produce the final report but being dealt with through the RLTP.	Transport Operations SPM	9 March 2015.	1-Oct-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 .	The OPC provided recommendations with regard to the collection and administration of regional council rates. CE to consider whether it is still appropriate to raise the matter with Zone 1.	CEO	9 March 2015.	

COUNCIL ACTION SHEET										
✓	Ref	Forum	Date	Reso/ Request	By	Task Point	Progress Statement	Assigned	Last updated	Anticip. cmplt date
	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 and will be presented to the Finance Committee in due course.	GM Finance/Financial Accountant	9 March 2015.	
	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 in 2015. The report was received in mid December 2014. Staff are working on the mapping component of this project. The report was circulated to councillors on 20 August 2015.	GM Finance	9 March 2015.	
	839	A & R	19-Aug-14	Reso	Committee	That the internal audits over Support-Treasury and Democracy and Governance Reporting be undertaken.	Treasury Mgmt Audit complete. With regard to audit of report writing: new Strategy, Governance & Communications Manager will champion this project. Not a priority until the LTP is complete.	Strategy, Governance and Communications Manager/Council Secretary.	10 March 2015.	
	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.	A presentation regarding water allocation will be given to the April EMC.	Operations Director	9 March 2015.	28-Apr-15
	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.	This is to be undertaken at the April EMC meeting.	Land/Rivers SPM	10 December 2014.	
	867	Council	21-Oct-14	Req	Cr Ramsey	That the development of best practise guidelines for mangrove management be actively pursued.	ONGOING. Mangrove management will be considered by RPC as part of the new regional plan. Aiming to release draft mid 2016.	Programme Manager - Policy Development.	9 March 2015.	1-Jun-16
	890	OPC	2-Dec-14	Request	Cr Ramsey	That an induction programme be prepared for the new councillor representing the Te Hiku constituency.	A range of preliminary information has been provided and additional requests responded to. Ongoing needs will be addressed as required.	CEO	9 March 2015.	
	892	OPC	2-Dec-14	Req	Cr Ramsey	The committee members to discuss the development of a "Pay Policy" once analysis of Strategic Pay Reports/allowances is complete.	In progress	CEO/ Committee	4 December 2014.	
	885	Council	9-Dec-14	Req	Cr Ramsey	That a report be provided to council regarding the compliance of consented FDE discharges.	A meeting of the industry is scheduled for 1 April 2015 with a paper to then be presented to the April EMC meeting.	CEO/Consents- Monitoring SPM	9 March 2015.	
	891	Council (confidential)	9-Dec-14	Reso	Council	That the CEO proceeds to acquire the necessary interests in land to enable the Kerikeri spillway flood scheme works to proceed.	Formal PWA1981 notices have been served on land owners.	CEO/Land-Rivers SPM	9 March 2015.	

COUNCIL ACTION SHEET										
✓	Ref	Forum	Date	Reso/ Request	By	Task Point	Progress Statement	Assigned	Last updated	Anticip. cmplt date
	893	TTMAC Worksh op	24-Jul-14	Request	Committee	Keep committee informed of developments in respect of local government reform and provide opportunity for committee's views to be relayed to NRC.	Local papers announced 14 January 2015 that a decision on Northland reform is "expected within two months" but this has not been confirmed by the Local Government Commission.	CEO	28-Jan-15	Ongoing: updates as and when additional information becomes available.
	897	TTMAC Worksh op	15-Aug-14	Request	Committee	Prepare a report to NRC recommending: a. All independent commissioners selected by NRC be able to demonstrate training in tikanga and consultation with Māori; b. NRC encourages the selection of Māori Commissioners to its approved list, given the importance of cultural considerations in Te Tai Tokerau c. Should there be insufficient trained and capable Māori Commissioners, then NRC should actively support training and development of independent Māori Commissioners; d. The training of all commissioners should include Te Tai Tokerau tikanga	Staff are currently compiling information that will assist the Committee in making a formal resolution and recommendation to Council on this matter. This will include details on the availability of Māori Commissioners within Te Tai Tokerau and the process (including the availability of Government funding) of training independent Māori Commissioners. The Committee may decide to include this matter as one of the first priorities to progress as it develops and formalises its work programme for the coming year.	Programme Manager/Policy Specialist - Tangata Whenua	28-Jan-15	Agenda item to be prepared for next Committee meeting.

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ISSUE: Financial Report to 26 February 2015**ID:** A730046**To:** Council Meeting, 17 March 2015**From:** Angela Hobden, Financial Accountant**Date:** 4 March 2015

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	

Executive summary:

The purpose of this report is to present the **Dashboard Results** for the eight months ended 26 February 2015 for councillors' information.

It concludes with the recommendation that this report be received.

Legal compliance and significance assessment:

The activities detailed in this report are provided for in the council's Long Term Plan 2012–2022 and 2014–2015 Annual Plan, and as such are in accordance with the council's decision making process and sections 76-82 of the Local Government Act 2002.

In relation to section 79 of the Local Government Act 2002, this issue is considered to be of low significance under council policy because it is part of normal day to day operations of council, and it does not require a council decision but is for information purposes only.

Recommendation:

That the 'Financial Report to 26 February 2015' by Angela Hobden, Financial Accountant, and dated 4 March 2015, be received.

ITEM: 7.1

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Background:

The council report for the year to date (YTD) shows a net operating surplus of \$1.096M against a budgeted net surplus of \$684K, resulting in an overall favourable variance for the year to date of \$412K after transfers (to) or from Special Reserves. Before transfers (to) or from Reserves there is a net operating surplus of \$3.276M against a budgeted net surplus of \$2.457M, resulting in an overall favourable variance of \$819K. This variance arises from the total expenditure for the five months being behind budget by \$383K or 2%, and the total revenue being ahead of budget by \$436K or 2%.

Revenue is ahead of budget predominantly due to a better than anticipated dividend received from Marsden Maritime Holdings Limited \$55K, returns on the Community Investment Fund being greater than budget by \$271K mainly due to the fund continuing to outperform the fund objective. Task Force Green revenue of \$200K contributes to user fees being better than budget by \$144K. Invoicing generated for infringements and prosecutions are \$89K ahead of budget but this is offset by consent applications being \$142K less than budget. Investment interest is \$105K less than anticipated due to the Countdown building not being sold.

Expenditure is less than budget by \$423K. The underspend is predominantly in the Resource Management related areas \$616K, with consents applications \$237K being from labour and consultant underspends due to fewer applications being received. State of the Environment Monitoring \$155K with lab testing and labour/consulting underspends, and Policy and Planning being \$160K under budget with labour, and share of overheads contributing to this. Smaller unders and overs make up the difference. There is an overspend in Hazard Management of \$190K for Task Force Green costs. This was offset by revenue of \$200K mentioned above.

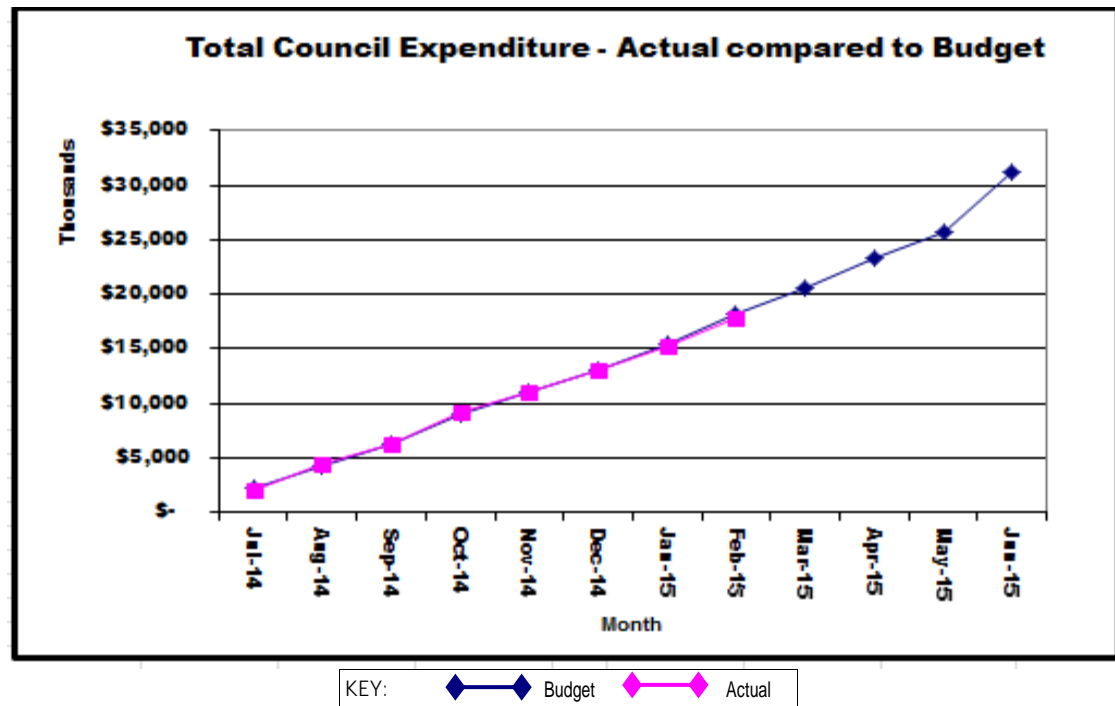
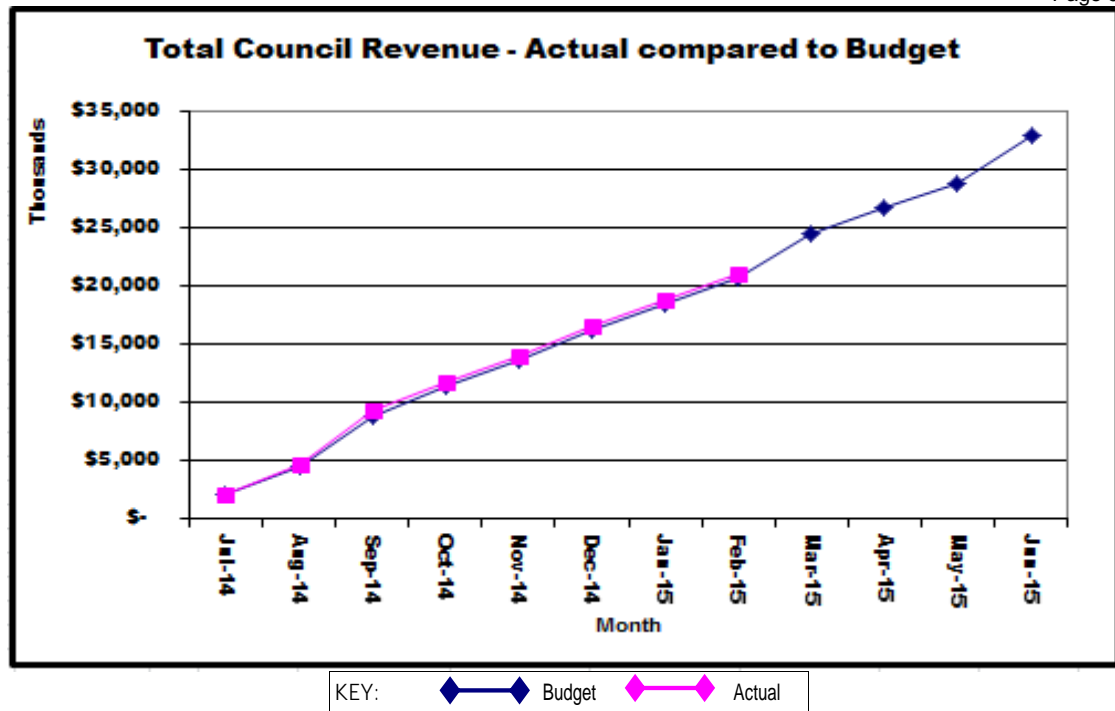
Capital expenditure for the year to date is \$5.065M compared to a budget of \$4.243M. Major expenditure of \$2.927M has occurred on River Management as more costs are incurred for the Whāngārei retention dam and there is unbudgeted expenditure of \$1.104M for the Reyburn Street property. We have also replaced 12 vehicles \$540K as budgeted.

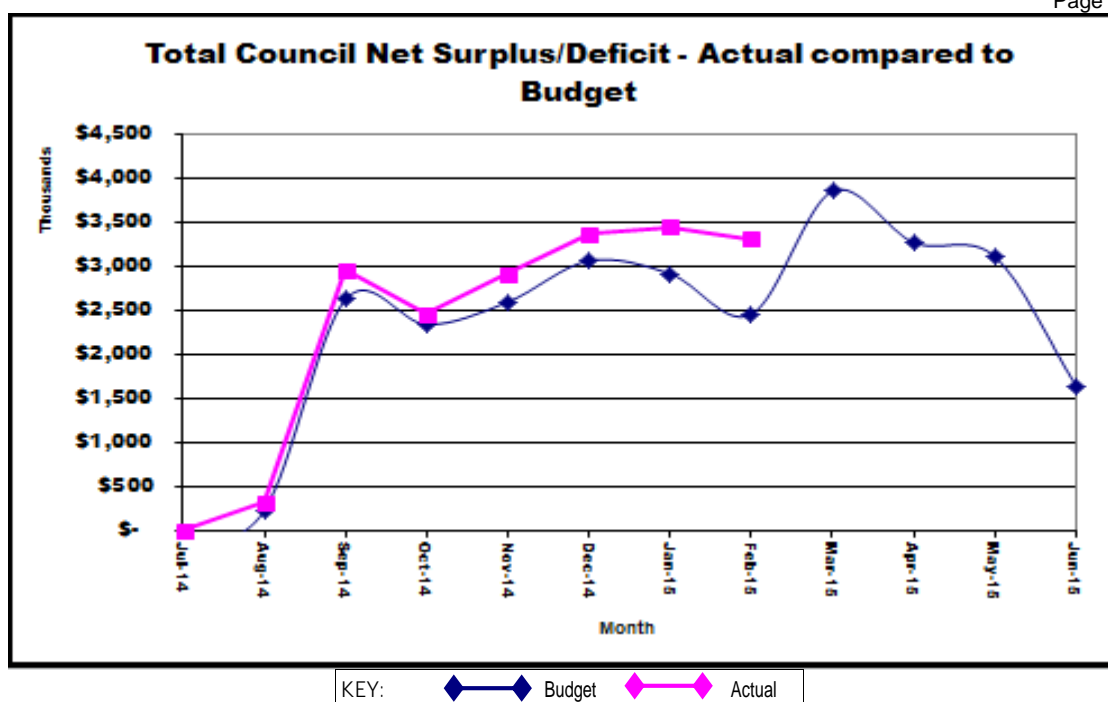
SUMMARY OPERATING RESULTS			
	000's ACTUAL YTD	000's BUDGET YTD	000's VARIANCE YTD
Revenue (including other gains)	\$ 21,114	\$ 20,678	\$ 436
Expenditure (including other losses)	\$ 17,838	\$ 18,221	\$ 383
NET (COST)/SURPLUS BEFORE TRANSFERS FROM/(TO) RESERVES	\$ 3,276	\$ 2,457	\$ 819

INVESTMENT PORTFOLIO YEAR TO DATE PERFORMANCE
At 26 February 2015 the investment portfolio excluding funds held in the CIF has made a return of \$4.380M against a budgeted return of \$4.481M.

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YTD EXPENDITURE VARIANCE INDICATORS BY COUNCIL ACTIVITY			
●	= negative (unfavourable) variance over 10%		
●	= negative (unfavourable) variance under 10%		
●	= positive (favourable) variance		
Resource Management	●	Transport	●
River Management	●	Community Representation and Engagement	●
Economic Development	●	Support Services and Commercial	●
Hazard Management	●		

The unfavorable Hazard Management expenditure variance is predominantly due to unbudgeted costs incurred in the Enhanced Task Force Green project. However, these costs are fully recovered from the Ministry of Social Development as unbudgeted income. Support Services unfavourable variances (\$44K) relate to Commercial activities and include items such as additional valuations, advertising and security.

YTD CAPITAL EXPENDITURE BY COUNCIL ACTIVITY		
	\$000's	Brief Description of Major Items Purchased
Monitoring	\$ 153	2 Sondes \$39K, PM10 Monitor \$43K, YSI Meter \$8K, iPads \$11K, Other \$52K
Biosecurity		
Emergency Management		
Land & Biodiversity		
River Management	\$ 2,928	Kotuku Dam \$2.912M, Awanui River \$10K, Kaeo River \$6K
Commercial Investments	\$ 1,104	Reyburn Street Property
Harbour Safety & Navigation	\$ 122	Surtees Boat \$99K, Signage \$18K, Boat alterations \$5K
Oil Pollution response		
Information Systems	\$ 218	Cisco switches \$70K, Enablement package \$16K, chambers upgrade \$10K, desktop PCs \$4K, Phones \$6K, Smaller items \$66K, Butynol Roof \$46K
Community representation		
Support Services and Commercial	\$ 540	12 Vehicles \$394K, Glass wall \$14K, Council chairs \$8K, Air conditioning \$103K, Office layout \$21K
TOTAL CAPITAL EXPENDITURE YEAR TO DATE	\$ 5,065	

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ISSUE: Regional Software Holdings Limited Draft Statement of Intent 2015/2016 and Appointment of Shareholder Representative**ID:** A729536**To:** Council Meeting, 17 March 2015**From:** Lisa Aubrey, General Manager Finance**Date:** 28 February 2015

Report Type:	<input type="checkbox"/> Normal operations	<input checked="" 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 purpose of this report is to seek council's comment on the draft 2015/2016 Regional Software Holdings Limited (RSHL) Statement of Intent (SOI) and reconfirm the appointment of the Chairman as council's shareholder representative. It concludes with the recommendation that:

- council agrees any comments it wishes the Chairman to make on the draft SOI and these be communicated to the RSHL board;
- the Chairman be appointed as council's shareholder representative and notification is to be provided in accordance with section 6.7 of the Constitution of Regional Software Holdings Limited; and
- council review and confirm its appointed director annually when it considers the draft SOI.

Legal compliance and significance assessment:

Schedule 8(2) of the Local Government Act requires the board of a council controlled organisation to deliver to its shareholders a draft statement of intent on or before 1 March each year. A Statement of Intent is the mechanism by which shareholders can influence the direction of the organisation and provide a basis for the accountability of the directors to their shareholders for the performance of the organisation. The potential loss of control of a council controlled organisation is deemed a significant matter; hence the content of a statement of intent must be a careful consideration of council.

Recommendations:

1. That the report "Regional Software Holdings Limited Draft Statement of Intent 2015/2016 and Appointment of Shareholder Representative" by Lisa Aubrey, General Manager Finance, and dated 28 February 2015, be received.

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2. That the Chairman provides any necessary feedback to Regional Software Holdings Limited on its draft Statement of Intent 2015/16 by 30 April 2015 and reports any feedback or the non-provision of feedback to the nearest council meeting held thereafter.
 3. That council appoint the Chairman until further notice as its shareholder representative on RSHL and reviews this appointment annually.
-

Report:

The Northland Regional Council has a 16.75% shareholding in the RSHL Council-Controlled Organisation (CCO). The purpose of RSHL is to develop and maintain the Integrated Regional Information Systems (IRIS) to meet the ongoing needs of the contributing regional councils.

The shareholders of RSHL are made up of the councils that use the IRIS software. A council must be a shareholder of RSHL and pay annual licence fees in order to use the software on an ongoing basis.

Schedule 8 of the Local Government Act 2002 requires:

“The board of a council controlled organisation must deliver to its shareholders a draft statement of intent on or before 1 March each year.”

Further: *“The board must –*

- (a) Consider any comments on the draft statement of intent that are made to it within two months of 1 March by the shareholders; and*
- (b) Deliver the completed statement of intent to the shareholders on or before 30 June each year.”*

Discussion:

Supplied by RSHL is the draft Statement of Intent for 2015/16 (**attached as Attachment One**). Initial review of the document confirms it includes the necessary content as per clause 9(1) of schedule 8 of the Local Government Act 2002 and it was received by council within the statutory timeframe.

If council wishes to give feedback on the draft Statement of Intent it needs to do this by 30 April 2015.

The Chief Executive Officer is a Director of the company and is responsible (with the other Directors) for the draft Statement of Intent. It would be appropriate for the council to hear his views on the draft given he is appointed to the board because of council's interest in the company, but it would not be appropriate for him to give feedback under delegated authority. (Each shareholder has the right to appoint one director, who may be their CEO, a person nominated by the CEO, or an independent director.)

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Council has previously delegated responsibility for its RSHL shareholder responsibilities to the Chairman (Cr Shepherd). It is anticipated that council will not want to give direct feedback itself but will rely on this delegation. It is recommended that the Chairman report any feedback he has given on behalf of council to the next council meeting.

Appointment of shareholder representative:

The constitution of RSHL requires an annual meeting of shareholders to be held.

Each shareholder is entitled to separately appoint one director each. The appointing shareholder can remove the appointed director by the appointing shareholder providing written notice to the company.

As already noted, council approved the appointment of Malcolm Nicolson – Chief Executive as this council's appointed director.

It has previously been agreed that council confirms the appointment of its director on an annual basis at the same time it considers the annual draft SOI.

On the basis it is best practice to have a separation of duties and responsibilities between the director and the shareholder representative, the Chief Executive recommends the Chairman continue to be appointed as this council's shareholder representative.

The role of shareholder representative is not onerous. It does, however, provide councillors with the ability to appoint and remove directors.

Regional Software Holdings Limited

Statement of Intent 2015/2016/2017

Feb 2015

Version 1.0

1 Introduction

This Statement of Intent is a public declaration of the activities and intentions of Regional Software Holdings Limited (RSHL). The statement outlines the Directors' accountabilities to the shareholders for corporate performance, as is intended by Schedule 8 of the Local Government Act 2002.

RSHL has no subsidiaries or joint ventures.

1.1 Nature and Scope of Activities to be Undertaken

RSHL provides a framework for collaboration between the shareholders. It supports the procurement or development of shared software resource products and services in a manner that provides a more cost effective alternative than individual councils can achieve on their own.

The company operates through managed contractual arrangements, and by facilitating collaborative initiatives between shareholder councils' staff. Some shareholder councils are both customers of RSHL and providers of service to RSHL.

The scope of activities for RSHL is not necessarily limited to the IRIS application suite. Future activities will be identified by Shareholder Councils. New opportunities will be identified, and priorities set in the Business Plan, other opportunities may arise and be investigated on a case by case basis. New activities will require explicit Board approval.

The high level scope of the IRIS product is in Appendix 5 of the Business Plan

1.2 Mission

Provide long term shared software resources that are relevant to regional council activities and are fit for purpose, reliable, robust, resilient and cost effective.

1.3 Vision

To develop, maintain and licence the Software Intellectual Property to the Shareholders and other customers on an ongoing basis.

To ensure the Company operates in a cost effective manner that reduces costs and risks to the Shareholders.

To provide a framework for collaboration between the shareholder councils and other customers for the development and implementation of an IT platform or IT platforms over the long term,

To provide RSHL shareholders and customers with application software products and services in a manner that achieves: ¹

- Continuity of supply
- Influence / control of the destiny of Regional Council sector specific software
- Risk reduction
- Economies of scale
- Some standardisation of practice, or adoption of best practice.

The current flagship of RSHL is the Integrated Regional Information System (IRIS).

1.4 Values

In all RSHL decisions and interactions the Board and staff together with member council participants who may be working within the RSHL framework will observe the following values and ethos:

- The best decision is that which provides the best end result, primarily for our shareholder councils but also our customer councils, and indirectly the communities they serve.
- We are forward thinking and innovative
- We are responsive and deliver value
- We are professional and accountable
- We are flexible and open
- Our solutions will be practical, appropriate to the scale of the problem and affordable
- Where appropriate we will utilise codes of practice and standards produced by industry groups
- All parties to any decision or interaction will be treated with respect, dignity, integrity, and honesty.

1.5 Possible New Customers and Shareholders

RSHL seeks to reduce costs to the existing shareholders by increasing the user base for IRIS.

RSHL responds to requests from Councils and organisations that show potential interest in using the IRIS software.

The potential market for the IRIS application is New Zealand Regional Councils and Unitary Authorities.

2 Objectives

The principal objective of RSHL is to deliver on the vision, mission and values.

The secondary objective of RSHL is to: ²

- (a) achieve the objectives of its Shareholders, both commercial and non-commercial as specified in this Statement of Intent;
- (b) be a good employer;

¹From: Interim Memorandum of Understanding & Syndicated Purchasing Agreement – expanded to include ‘products’

² From: Constitution of regional Software Holdings Ltd, Section 1.1

- (c) exhibit a sense of social and environmental responsibility by having regard to the interests of the community in which the Company operates and by endeavouring to accommodate or encourage these when able to do so.

3 Board's Approach to Governance

Members of RSHL's Board of Directors are appointed by the shareholders to govern and direct RSHL's activities. The Shareholders Agreement states that each shareholder has the right to appoint one Director, and that person will be the CEO, or a person nominated by the CEO.³ The Constitution allows each Director to appoint an alternative director.⁴ The Constitution also allows the Shareholders to appoint independent directors.⁵ The Constitution requires that the Board collectively must have relevant knowledge and experience of finance, public bodies, management, governance, and IT management.⁶

The Board is the overall final body responsible for all decision-making within the company. The Board is accountable to its shareholders for the financial and non-financial performance of the company.

Directors' behaviour is to comply with Institute of Directors' standards for Code of Conduct. The purpose of the code is to clarify how the Board of Directors shall define and deal with:

- The role and fundamental obligations of the Board
- Independence and conflict of interest, including conflict with management
- Board procedures, including the role of the Chairman and interaction with the General Manager
- Reliance on information and independent advice
- Confidentiality of company information
- Board and Director performance review and development

RSHL will conduct itself in accordance with its Constitution, its annual Statement of Intent agreed with shareholders, the provisions of the Local Government Act 2002 and the Companies Act 1993.

4 Ratio of Consolidated Shareholder's Funds to Total Assets

It is intended that the proportion of equity to total assets be in excess of 60%.

5 Accounting Policies

Financial statements will be prepared in accordance with the requirements of the Local Government Act 2002, which includes the requirement to comply with New Zealand generally accepted accounting practice (NZ GAAP), the Financial Reporting Act 1993 and the NZ PBE's Tier 3)

Appendix 1 includes RSHL's Accounting Policies

In accordance with the Public Audit Act 2001 and the Local Government Act 2002, the Auditor General will be responsible for the audit of the company's financial statements.

³RSHL Shareholders Agreement clause 4.1

⁴ RSHL Constitution clause 8.3

⁵ RSHL Constitution clause 8.4

⁶ RSHL Constitution clause 8.6

6 Performance Targets and Other Measures

Performance targets by which the success of the company may be judged in relation to its objectives are:

		2015/16	2016/17	2017/18
Non Financial	IRIS Advisory Groups meets regularly & is effective (Self-assessed by the Advisory Group, compared to expectations in the Terms of Reference for the Advisory Group)	Applies each year		
	95% of Support requests are resolved within agreed timeframes (as per section 13 of Support Contract)	Applies each year		
	IRIS user groups meet and effectively control their support and minor development budgets	Applies each year		
	IRIS annual development projects have approved business cases, and are completed on time and within budget.	Applies each year		
	Reporting and Payments (Section 9.3 of Business Plan) are completed on time	Applies each year		
	Consider a new service area or areas outside of the current scope of IRIS ⁷	Applies each year		

		2015/16	2016/17	2017/18
Financial	RSHL will operate within its budget	Applies each year		
	Annual charges: increase in cost to councils not to exceed the CPI	Applies each year		

		2015/16	2016/17	2017/18
Growth	Respond to requests from Councils with the intent of adding one further Council to IRIS as a shareholder or customer by end of 2018	Applies once in 3 year period		

7 Distribution of Profits to Shareholders

RSHL does not have an objective to make a profit. It seeks to provide products and services at lower costs, and / or higher levels of service than shareholder councils can achieve on their own.

In order for IRIS to be subject to tax, generally it must meet the business test. Fundamental to this is a profit motive. Given the basis under which this CCO operates is to minimise the costs and generally operate on a cost recovery basis and that a pecuniary profit is not intended and highly unlikely, the lack of a profit motive is real.

The RSHL Shareholders Agreement states "If Operating Expenses for a fiscal year are less than the budgeted amount for such year, the Company will retain the funds for

⁷ Consider does not mean commit to do, but to identify & evaluate one or more opportunities

application to Operating Expenses for the subsequent fiscal year"⁸. Therefore there will not be a profit available for distribution.

8 Information to Be Provided to the Shareholders

The company will deliver the following Statements to shareholders:

- Within two months of the end of the first half of the financial year the following unaudited statements: Statement of Financial Performance, Statement of Changes in Equity Statement of Financial Position, Statement of Cashflows and Service Performance.
- Within two months of the end of the financial year the following audited statements: Statement of Financial Performance, Statement of Changes in Equity, Statement of Financial Position, Statement of Cashflows, Service Performance plus a summary of how the company has fared against its objectives and prospects for the next financial year, and a report on the company's medium to long-term plans.
- The Directors shall approve by 1 March of each year a Draft Statement of Intent for the consideration of shareholders. The Directors must then consider any comments on the Draft Statement of Intent that are made to it within two months of 1 March by the shareholders and deliver the completed Statement of Intent to the shareholders by 30 June
- A draft Business Plan will be prepared each November, for the financial year that commences on the following June. This early presentation is to allow Shareholder Councils the ability to include any changes in Annual Fees, or any other form of financial impact, in their Council's budget processes. The Board are to approve the business plan by the end of March prior to the commencement of the new financial year.
- Any new developments which have not been covered in the statement of corporate intent for the year. Including, but not limited to, an update on any outcomes arising from any changes in shareholding, including the effect on individual Council's shareholdings and apportionment of costs.
- Details of possible scenarios that might be foreseen that could result in annual fees increasing above the CPI index.
- Any other information which would normally be available to a shareholder, thereby enabling the shareholder to assess the value of its investment in the company.

9 Procedures for Major Transactions and Other Acquisitions and Disposals

The Company will not enter into major transactions as defined in Section 129(2) of the Companies Act 1993 without the consent of the shareholders.

10 Procedures for Issue of Shares

The RSHL shareholder agreement requires the approval of the Shareholders holding at least of 75% of the shares for "the issuing or acquisition of any Shares or any change to the rights attaching to any Shares"⁹.

⁸ Shareholders Agreement, clause 7.4

⁹ *RSHL Subscription & Shareholders Agreement* Section 5.1 (b)

11 Activities for Which Compensation Is Sought

Payment of an Annual Fee for IRIS will be sought from all customers of RSHL, which includes Shareholder Councils, for annual support and development fees, as set out in the License Agreement. The IRIS annual support fee also includes funding to cover the cost of running RSHL.

It is noted that other products or services may be delivered by RSHL. Any such services will only be delivered after the Directors have considered each individual business case including the proposed budget and agreed that the proposed service meets the objectives of RSHL.

Any ongoing activities to identify develop or procure additional products or services will be budgeted for in advance, subject to the business case. The subsequent recovery from one or more shareholder or customer councils will be agreed by the Directors on a case by case basis in accordance with the RSHL Constitution.

12 Estimate of Commercial Value of The Shareholder's Investment

The Directors' estimate of the commercial value of the Shareholders' investment in RSHL is equal to the Shareholders' equity in the Company. Reassessment of the value of this shareholding shall be undertaken on or about 30 June each year.

13 Shareholding

Regional Software Holdings Limited (RSHL) was formed on 17 October 2012. At the time of formation the company issued 10,000 shares to its shareholders based on a previously agreed sizing formula. The following shareholding was agreed:

Shareholder	Percentage	# of shares
Waikato Regional Council	32.75%	3,275
Northland Regional Council	16.75%	1,675
Horizons Regional Council	15.50%	1,550
Taranaki Regional Council	15.50%	1,550
Southland Regional Council	15.50%	1,550
West Coast Regional Council	4.00%	400

Statement of Intent 2015-2018

Regional Software Holdings Limited Statement of Comprehensive Income For the 12 Months to 30 June

2014-2015 Budget		2015-2016 SOI	2016-2017 Indicative	2017-2018 Indicative
Revenue				
1,004,492	Members Contribution	1,034,627	1,065,666	1,097,636
1,004,492		1,034,627	1,065,666	1,097,636
	<u>Other revenue</u>			
	New member contributions	-	-	-
	Sundry revenue	-	-	-
1,004,492	Total revenue:	1,034,627	1,065,666	1,097,636
Expenditure				
	<u>Administration costs</u>			
84,280	Administration costs	86,808	89,413	92,095
4,920	Audit & other fees	5,068	5,220	5,376
189,552	IRIS service desk	195,239	201,096	207,129
89,200	Management Fees	91,876	94,632	97,471
367,952	<i>Total administration costs</i>	378,991	390,360	402,071
	Sundry other costs			
636,540	Depreciation	655,636	675,305	695,565
1,004,492	Total expenditure:	1,034,627	1,065,665	1,097,636
	Surplus/(deficit) before Taxation	-	-	-
-	Taxation			
-	Surplus/(deficit) after Taxation	-	-	-

Regional Software Holdings Limited Statement of Movement in Equity For the 12 Months to 30 June

2014-2015 Forecast		2015-2016 SOI	2016-2017 Indicative	2017-2018 Indicative
5,149,150	Opening Equity	5,149,150	5,149,150	5,149,150
4,432	Retained Earnings	4,432	4,432	4,432
	Comprehensive income for the year	-	-	-
5,153,582	Closing equity	5,153,582	5,153,582	5,153,582

Regional Software Holdings Limited
Statement of Financial Position
As at 30 June

2014-2015		2015-2016	2016-2017	2017-2018
Budget		SOI	Indicative	Indicative
	ASSETS			
	Current assets			
72,000	Cash and cash equivalents	70,272	70,272	70,272
-	- Trade and other receivables	-	-	-
-	- Accrued Revenues	-	-	-
	Fixed assets			
5,081,582	Intangible Assets	5,083,310	5,083,310	5,083,310
5,153,582	Total assets	5,153,582	5,153,582	5,153,582
	LIABILITIES			
	Current liabilities			
0	Accrued expenses	-	-	-
-	- Income in advance	-	-	-
-	- Trade and other payables	-	-	-
0	Total liabilities	-	-	-
5,153,582	NET ASSETS	5,153,582	5,153,582	5,153,582

Represented by:

2014-2015		2015-2016	2016-2017	2017-2018
Forecast		SOI	Indicative	Indicative
	Equity			
5,149,150	Equity	5,149,150	5,149,150	5,149,150
4,432	Retained Earnings	4,432	4,432	4,432
5,153,582	Total Equity	5,153,582	5,153,582	5,153,582

Regional Software Holdings Limited
Statement of Cash Flows
For the 12 Months to 30 June

2014-2015 Budget		2015-2016 SOI	2016-2017 Indicative	2017-2018 Indicative
	Cashflows from Operating Activities			
	<u>Cash received from:</u>			
1,004,492	Receipts from customers	1,034,627	1,065,666	1,097,636
-	Interest	-	-	-
-	Income Tax Paid (refunded)	-	-	-
1,004,492	Total Operating Receipts	1,034,627	1,065,666	1,097,636
	<u>Cash applied to:</u>			
367,952	Payments to suppliers & staff	378,991	390,360	402,071
-	Income Tax Paid (refunded)	-	-	-
-	Interest W/holding tax paid	-	-	-
367,952	Total Operating Payments	378,991	390,360	402,071
636,540	Net cash from operating	655,636	675,305	695,564
	Cashflow from Investing Activities			
	<u>Cash received from:</u>			
-	Sale of Fixed Assets	-	-	-
-	Total Investment Receipts	-	-	-
	<u>Cash applied to:</u>			
636,540	Purchase of Fixed/ Intangible assets	655,636	675,305	695,564
-	Investment deposits	-	-	-
636,540	Total Investment Payments	655,636	675,305	695,564
(636,540)	Net cash from investing	(655,636)	(675,305)	(695,564)
	Cashflow from Financing Activities			
	<u>Cash received from:</u>			
	Capital contributions			
-	Total Financing Receipts	-	-	-
	<u>Cash applied to:</u>			
-	Capital repaid	-	-	-
-	Total Financing Payments	-	-	-
	Net cash from financing	-	-	-
-	Net increase (decrease) in cashflow for the year	-	-	-
72,000	Opening cash balance	70,272	70,272	70,272
72,000	Closing cash balance	70,272	70,272	70,272
	Made up of:			
72,000	Current account	70,272	70,272	70,272
-	Autocall account	-	-	-
72,000		70,272	70,272	70,272

Appendix 1: Accounting Policies

1 General Information

Reporting Entity

Regional Software Holdings Limited (RSHL) is a Council Controlled Organisation (CCO), owned by Waikato Regional Council (32.75%) Northland Regional Council (16.75%) Horizons Regional Council (15.50%) Taranaki Regional Council (15.50%) Southland Regional Council (15.50%) and West Coast Regional Council (4.00%.) RSHL was incorporated on 17 October 2012. RSHL was primarily incorporated for the purposes of managing the investment and development of IRIS Software, and has designated itself a Public Benefit Entity (PBE), in keeping with the designation of the shareholders.

Measurement Base

The financial statements will be prepared on a historical cost basis.

Differential Reporting

RSHL qualifies for differential reporting because it is neither publically accountable or large as defined by the Framework for Differential Reporting. Other than the inclusion of a Statement of Cash Flows, all available differential reporting concessions will be applied in preparing financial statements.

Basis of Preparation of the Financial Statements

The prospective financial statements have been prepared in accordance with the requirements of the Local Government Act 2002, which includes the requirement to comply with New Zealand Generally Accepted Accounting Practice (NZ GAAP).

The prospective financial statements have been prepared to comply with Public Benefit Entity Standards (PBE Standards) for a Tier 3 entity. RSHL is adopting the PBE standards for the first time.

The reporting period for these prospective financial statements is the year ending 30 June.

2 Summary of Significant Accounting Policies

Revenue

Revenue is measured at the fair value of consideration received or receivable Revenue may be derived from either exchange or non-exchange transactions.

Exchange transactions

Exchange transactions are transactions where RSHL receives assets (primarily cash) or services, or has liabilities extinguished, and directly gives approximately equal value (primarily in the form of goods, services, or use of assets) to another entity in exchange.

Non-exchange transactions

Non-exchange transactions are transactions that are not exchange transactions. In a non-exchange transaction, where RSHL either receives value from or gives value to another entity without directly giving or receiving approximately equal value in exchange

An inflow of resources from a non-exchange transaction recognised as an asset, is recognised as revenue, except to the extent that a liability is also recognised in respect of the same inflow.

As RSHL satisfies a present obligation recognised as a liability in respect of an inflow of resources from a non-exchange transaction recognised as an asset, it reduces the carrying amount of the liability recognised and recognises an amount of revenue equal to that reduction.

Specific accounting policies for major categories of revenue are outlined below:

- Revenue from other services is recognised when the service has been rendered to a third party.
- Sales of goods are recognised when the goods are delivered.
- Interest income is accrued on a time basis, by reference to the investment principle and the effective interest applicable.
- Dividends (net of imputation credits) are recognised when the right to receive payment has been established.
- Where a physical asset is acquired for nil or nominal consideration, the fair value of the asset received is recognised as revenue. Assets vested in the Council are recognised as revenue when control over the asset is obtained.
- Revenue derived through acting as an agent for another party is recognised as a commission or fee on the transaction.

Expenditure

Expenditure will be recognised on an accrual basis when the service has been provided, or the goods received. The Companies Act 1993 requires disclosure of the amount of donations, audit fees, fees for other services from the auditor, and the number of employees of the company who received remuneration and other benefits above \$100,000 per annum, in brackets of \$10,000.

Cash and Cash Equivalents

Cash and cash equivalents includes cash in hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. All these deposits are reflected at their fair value.

Goods and Services Tax (GST)

All items in the prospective financial statements are stated exclusive of GST, except for receivables and payables, which are stated on a GST inclusive basis. Where GST is not recoverable as input tax, then it is recognised as part of the related asset or expense.

The net amount of GST recoverable from, or payable to, the Inland Revenue Department (IRD) is included as part of receivables or payables in the balance sheet.

Commitments and contingencies are disclosed exclusive of GST.

Changes in Accounting Policy

Other than RSHL adopting PBE Standards for the first time this year there have been no other changing in the accounting policies.

Income Tax

Income tax expense includes current tax and deferred tax

Current tax is the amount of income tax payable based on the taxable surplus for the current year, plus any adjustments to income tax payable in respect of prior years. Current tax is calculated using tax rates (and tax laws) that have been enacted or substantively enacted at balance date.

Trade and Other Payables

Trade payables are obligations to pay for goods and services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if payment is due within one year or in the normal operating cycle of the business if longer. If not, they will be presented as non-current liabilities. Trade payables will be recognised initially at fair value and subsequently measured at amortised cost using the effective interest method.

Intangible Assets

Software acquisition and development

Costs that are directly associated with the development of the IRIS software suite will be recognised as an intangible asset.

Costs associated with maintaining the IRIS software suite will be recognised as an expense when incurred.

Amortisation

The carrying value of an intangible asset with a finite life is amortised on a straight-line basis over its useful life. Amortisation begins when the asset is available for use and ceases at the date the asset is derecognised. The amortisation charge for each period is recognised in the surplus or deficit.

The useful life and associated amortisation rate for the IRIS software suite is 10 years and 10%.

Note For Info: Requirements for Statement of Intent

Source: Office of the Auditor General

<http://www.oag.govt.nz/2007/corporate-intent/appendix2.htm>

Item	Section
Statement of intent	This document
Coverage over three financial years and updated annually	1 & 8 & 6
Objectives of the group	2
A statement of the board's approach to governance	3
Nature and scope of the activities to be undertaken	1
Ratio of consolidated shareholders' funds to total assets, and the definitions of those terms	4
Accounting policies	5
Performance targets and other measures by which the performance of the group may be judged in relation to its objectives	6
An estimate of the amount or proportion of accumulated profits and capital reserves that is intended to be distributed to the shareholders	7
The kind of information to be provided to the shareholders/ shareholding Ministers by the organisation during the course of the next three financial years	8 (Shareholders)
Procedures to be followed before any member or the group subscribes for, purchases, or otherwise acquires shares in any company or other organisation	9
Any activities for which the board seeks compensation from any local authority, Harbour Board, or the Crown (whether or not the relevant entity has agreed to provide the compensation)	11 (Local authority)
The board's estimate of the commercial value of the Crown/shareholders' investment in the group and the manner in which, and the times at which, that value is to be reassessed	12 (Shareholders)
Other matters that are agreed by the shareholders/ shareholding Ministers and the board	none (Shareholders)
Annual report should contain information that is necessary to enable an informed assessment of the operations of the parent entity and its subsidiaries, including a comparison of performance with the relevant statement of intent or statement of corporate intent	8 (Plus explanation of material variances)

ISSUE: Approval to Set Up a Debenture Trust Deed and to Commence Borrowing to Fund Loans Currently Funded Through Internal Borrowing

ID: A730536

To: Council Meeting, 17 March 2015

From: Lisa Aubrey, General Manager Finance

Date: 4 March 2015

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:

The purpose of this report is to seek approval for council to set up a Debenture Trust Deed and to arrange borrowing totalling \$15 million, with \$8 million fixed for five years and \$7 million fixed for 10 years. The borrowing will be applied to loans where internal borrowing is currently used, these are; infrastructure assets, the Event Centre and council's 50 percent share of the Marsden Point Rail Link property purchases. The cost of borrowing is expected to be within the range of 4.2% and 4.85%.

Legal compliance and significance assessment:

The activities detailed in this report are in accordance with council's Treasury Management Policy and the 2012–2022 Long Term Plan, both of which were approved in accordance with council's decision making requirements of sections 76-82 of the Local Government Act 2002.

In relation to section 79 of the Local Government Act 2002, this issue is considered to be of low significance under council policy because it is part of normal day to day operations of council, and is in accordance with the approved Treasury Management Policy.

Recommendations:

1. That the report 'Approval to Set Up a Debenture Trust Deed and to Commence Borrowing to Fund Loans Currently Funded Through Internal Borrowing' by Lisa Aubrey, General Manager Finance, and dated 4 March 2015, be received.
2. That council approve the Debenture Trust Deed being set up and agrees this will be funded from the current year's surplus if there is one in the first instance, or the equalisation reserve if there is no surplus.
3. That council approves total external borrowing of \$15 million and that \$8 million of this be taken out on a five year term and \$7 million for a 10 year term.

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4. That the Chief Executive and Audit Subcommittee be authorised to approve a different split of borrowing period, once the actual costs of borrowing is known.
 5. That the Chief Executive and Audit Subcommittee be authorised to approve further borrowing of up to \$5 million.
-

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Discussion:

Council currently uses internal borrowing to fund capital expenditure incurred on infrastructure assets, the Event Centre and property acquisitions along the proposed Marsden Point Rail Link corridor. Internal borrowing at 30 June 2014 totalled \$13.8 million and is projected to be \$17.6 million by 30 June 2015.

Council has always maintained (and consistently communicated this via its Long Term Plans and Annual Plans) that council would consider borrowing externally if it was financially prudent to do so.

Council has always had, and continues to maintain, the flexibility to borrow in its various policies. The draft 2015–25 Consultation Document (and supporting document) support this position.

The current market SWAP rates and the return on investments we are achieving mean it is now financially prudent to consider borrowing externally.

Internal borrowing

Council currently applies an internal borrowing rate of **7%** and has based the coming Long Term Plan on the basis that it intends to retain this rate in the 2015/2016 financial year. Council sets its internal borrowing rate based on the likely returns expected if it had prudently invested its funds for a medium to long term period.

Council treats income from internal borrowing as investment income. If council had invested the same funds externally, it expects it could reasonably achieve a 7% return on its funds. Investment income is applied to reduce the rating incidence for its council wide activities that would otherwise need to be funded from its targeted region wide rates (targeted council services and land management rates).

Until now, council's internal borrowing rate and the cost of borrowing funds have not been markedly different.

The table in **Appendix Three** (attached) sets out the council's internal borrowing at 30 June 2014 and projected borrowing to 30 June 2025. This includes all internal borrowing.

At what rate can we borrow externally?

The table below shows the swap rates (current at 16 February 2015). The five year swap rate on 3 March 2015 is 3.65%: Council as an un-rated issuer would be able to borrow for the NZ Swap Rate + 56 basis points. Meaning council could borrow five year money for around **4.3%** (3.7% +.56%) and 10 year money for **4.4%**. We will not know the actual cost until we go to the market. The margin on the 10 year borrowing will likely be higher than five year borrowing.

Table One: Current swap rates

	90 days	1 Year	2 years	5 years	10 Years
Current (at 16 February)	3.63	3.6	3.63	3.7	3.8
1 month ago	3.67	3.7	3.77	3.77	3.8

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What is our current level of internal borrowing and how is this made up?

At 30 June 2014, internal borrowing totalled \$13.8M, and is made up as follows:

- River Schemes \$4.521 million;
- Event Centre \$4.216 million; and
- Marsden Point Rail Link \$5.1 million.

The table in **Appendix Three** shows the expected savings from borrowing at 4.5% as opposed to the current charge of 7%.

Council has said it intends to review its position on the Marsden Point Rail Link corridor and associated property acquisitions within the next two financial years. For forecasting purposes, internal borrowing for the Marsden Point Rail Link properties beyond 30 June 2017 has been removed. It should also be noted that KiwiRail's share of the borrowing is a further ~\$5 million. In accordance with the 2009 Joint Venture Acquisition Agreement, council currently funds this borrowing and charges KiwiRail interest.

Is there another way where council can charge internal borrowing at ~4.5% and not borrow externally?

In discussing this concept with the Audit Subcommittee, it was suggested that rather than borrow externally, council could reduce its internal borrowing rate to 4.5% (this being what we could borrow external funds for). On the basis internal borrowing is a very low risk investment, council could increase the return and if necessary acceptable risk on other investments to ensure council still achieved the same overall investment income currently projected in its financial forecasts.

For example, if council reduced its internal borrowing rate by 2.5% (7% less 4.5%) on \$15 million of internal borrowing, council would need to get 9.5% (existing return 7% plus 2.5%) on \$15 million of our other investment assets to be cost neutral. Or require a slightly lower premium over a wider value of our investments. Otherwise, based on our current financial forecasts, council would need to increase its rates to fund the shortfall.

Council's current investment assets (detailed in **Appendix Two**) have a current market value of ~\$147.7 million. Of these assets:

- Marsden Maritime Holdings Shares, valued at ~\$62 million are classified as a strategic asset under the Local Government Act and are not able to be sold without first undertaking a special consultative process.
- Council is currently considering the sale of up to \$14.7 million (30 June 2014 book value) of its leasehold properties. The proceeds of these sales could conceivably be redirected into higher earning investments. Council has currently agreed these proceeds are to be set aside in the Property Re-investment Fund and will be invested in managed funds in accordance with the Property Re-investment Fund Statement of Investment Policies and Objectives (currently being drafted).
- Council managed funds ~\$3.2 million relates to the Property Re-investment Fund.
- The Community Investment Fund is essentially held in trust to be used to fund economic development activities.
- Council's cash, stocks and bonds are mostly locked into existing term investments and/or required for liquidity purposes.

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Our existing cash and managed investments are projected to provide a return of ~7% and property portfolio projects average return of ~6.5%.

Given council's objective of maximising investment returns combined with the relative lack of liquidity of the current investment mix, council officers do not recommend this approach at this time.

How much should we borrow and what are the likely savings?

Based on the table in **Appendix Three**, staff recommend council borrows \$15 million and suggest that \$8 million be on a five year term and \$7 million for a 10 year term. Given we will not know the actual cost of borrowing until we go to the market, delegation to the Chief Executive and Investment Subcommittee to make the final determination is sought in the recommendation.

Approval is also sought for delegation to be provided to the Chief Executive and Audit Subcommittee to approve borrowing and/or hedging of up to a further \$5 million (to secure current rates if borrowing in the near term will take place). There would need to be certainty around our borrowing needs prior to taking out the actual borrowing or hedging.

What would we do with the funds that were previously applied to internal borrowing?

The first \$7.2 million of freed up capital would be made available to be invested in accordance with the Property Re-Investment SIPO. This amount relates to this fund but is utilised by current internal borrowing.

Council would then seek investment advice on how to best manage the investment of any further investment funds to ensure they are appropriately diversified to manage risk and achieve a good return (taking into account risk/return factors). It is likely the funds would be invested in a mix of equity and income funds similar to the Community Investment Fund.

Council will be mindful that it will need to achieve an investment return that exceeds the cost of borrowings 4.5% to be no worse off and ideally greater than 7% to achieve a net financial benefit to its ratepayers.

Do we need to consult or put anything in place before council can borrow externally?

Council does not need to consult before commencing borrowing. Council has always maintained that council would look to borrow externally to fund its capital infrastructure if it was financially prudent to do so. Council's policies reflect our ability to borrow.

Council will however need to set up a Debenture Trust Deed. Under a Debenture Trust Deed the council's borrowing is secured by a floating charge over all council rates levied under the Rating Act. A Debenture Trust Deed will cost around \$15K to set up (\$9K legal fees, \$3-5K Trustee fees and \$1K Registrar fee). This was not budgeted and may result in an overspend to current year budgets, but at this stage staff expect the costs will be able to be met from current budgets. There will be ongoing annual fees from the Trustee and Registrar; these are anticipated to be between \$3-5K each. Approval is sought from council to set up the Debenture Trust Deed.

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What is the maximum amount we can borrow?

Our Treasury Management Policy and Financial Strategy prescribe borrowing limits. These limits, along with the calculations, are provided in **Appendix One**. Council is able to borrow up to the lowest amount shown, without breaching our debt covenants, this amount is **\$60 million**.

The table in Appendix One shows the maximum borrowing limits based on the proposed Treasury Management Policy which is aligned to our Financial Strategy included in the 2015–2025 supporting Consultation Document. The borrowing limits are more conservative than our current policy (net interest limit reduced to 10% of revenue, previously 20%).

Enhancing investment analysis information

To provide councillors and staff with the tools to enhance decision making in relation to investments assets, staff will prepare some detailed analysis. This analysis will include current investment diversification, projected and historic returns (three years prior), volatility of returns and investment risk. Over time it is anticipated this information will become a useful tool to enable more informed decision making on investment mix and acceptable risk/return parameters by individual asset, asset class and across the investment portfolio.

Conclusion and recommendation:

Given the current market financial conditions, it is recommended we put the Debenture Trust Deed in place and look to borrow up to \$15 million. The cost savings will be passed on directly to the ratepayers paying for the infrastructure where borrowing is required.

Any borrowing undertaken between now and the Long Term Plan deliberations, along with borrowing reasonably projected to be undertaken during the term of the Plan, will be included in the Long Term Plan forecasts prior to adoption in June 2015.

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Appendix One**Calculation of Borrowing Limits**

Borrowing Limits	Conservative Calculation of Borrowing limits	Non conservative Calculation	Comments
<i>Debt</i>			
<i>Net debt will not exceed 175% of total revenue. (Debt/Total Revenue)</i>	\$ 59,812,921	\$ 69,230,604	Council can borrow \$60 million if council had no liquid investments. Conservatively we have projected liquid investments of \$9.4 million (maturities less than 4 months). This excludes I&G capital and CIF funds. It also excludes cash investments exceeding 4 months, which with the passage of time could and will become more liquid, valued at \$12.5 million. The funds from borrowing would likely be invested in both liquid and term investments, which in itself could increase councils capacity to borrow.
<i>Interest</i>			
<i>Net interest will not exceed 10% of total revenue.</i>	\$ 75,952,916	same	10% of total revenue is \$3.417 Million. Assuming interest of 4.5%.
<i>Liquidity</i>			
<i>Liquidity will be greater than 110%.</i>	116%		Liquidity is external debt plus committee loan, plus Liquid investments divided by external debt. Assume council borrows to the maximum extent of its 'conservative' calculation of \$60 million.

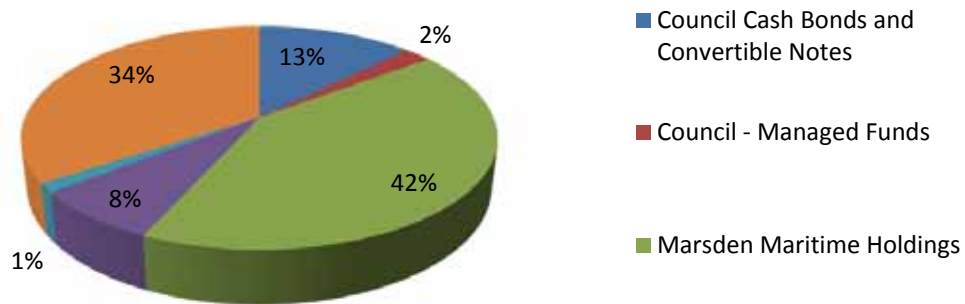
Data Table	2015/2016	
Total Debt (total debt less liquid financial assets and investments)	\$ 10,582,317.43	
Total Liquid Financial assets and investments (excludes CIF and I&G) and council investments over 12 months	\$ 9,417,682.57	
Total Revenue	34,178,812	
Liquidity		
External debt	\$ 20,000,000	assume \$20M for now
committed loan facilities	0	
liquid Investments	\$ 9,417,682.57	
Expected cost of Borrowing	4.50%	

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Appendix Two

	Council Investment Assets (Market Value)
Council Cash Bonds and Convertible Notes	\$ 18,611,276
Council - Managed Funds	\$ 3,217,171
Marsden Maritime Holdings	\$ 62,000,140
Community Investment Fund - (Managed Funds and Cash and Bonds)	\$ 11,349,765
Forestry	\$ 1,933,000
Investment Property	\$ 50,579,001
	\$ 147,690,352

Council Investment Assets (Market Value)

Description	2013 -2014 Annual Report			Year 0 2014-15 (reforecasted)			Year 1 2015-16			Year 2 2016-17			Year 3 2017-18			Year 4 2018-19			Year 5 2019-20			Year 6 2020-21		
	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp
Regional Events Centre (Refer A730625)	7.00%	\$4,216,424	\$331,529	6.15%	\$3,265,750	\$237,788	7.00%	\$2,266,356	\$202,893	7.00%	\$1,190,502	\$130,956	7.00%	\$32,721	\$53,527									
Awanui River Management Scheme (A674506)	7.00%	\$181,029	\$5,959	7.00%	\$427,430	\$26,171	7.00%	\$1,013,741	\$48,735	7.00%	\$937,023	\$65,968	7.00%	\$863,955	\$60,903	7.00%	\$714,424	\$53,375	7.00%	\$570,325	\$43,446	7.00%	\$443,836	\$34,295
Isaro - Whangarei River Management Scheme	7.00%	\$135,898	\$2,653	7.00%	\$174,522	\$9,950	7.00%	\$132,437	\$10,380	7.00%	\$111,621	\$8,253	7.00%	\$69,414	\$6,122	7.00%	\$56,389	\$4,254	7.00%	\$20,559	\$2,602	7.00%	\$11,498	\$1,084
Whangarei Urban Rivers Management Scheme	7.00%	\$4,204,525	\$142,064	7.00%	\$8,634,564	\$379,475	7.00%	\$7,858,899	\$578,701	7.00%	\$7,654,761	\$524,617	7.00%	\$7,437,324	\$510,360	7.00%	\$7,214,809	\$495,483	7.00%	\$6,993,613	\$480,478	7.00%	\$6,740,996	\$464,455
Kerikeri-Waipapa Rivers Management Scheme	0.00%		\$0	7.00%			7.00%	\$1,669,967	\$50,728	7.00%	\$1,533,241	\$108,321	7.00%	\$1,383,240	\$98,625	7.00%	\$1,218,718	\$87,989	7.00%	\$1,044,303	\$76,527	7.00%	\$859,134	\$64,367
Marsden Point Rail Link (Infrastructure Reserve)																								
Marsden Point Rail Link (Other)		\$5,094,119	\$343,118		\$5,094,119	\$320,000	7.00%	\$5,094,119	\$320,000		\$5,094,119	\$320,000												
Total		#####	\$825,323		\$17,596,386	\$973,383		#####	\$1,211,438		\$16,521,267	\$1,158,114		\$9,786,654	\$729,537		\$9,204,339	\$641,101		\$8,628,800	\$603,053		\$8,055,463	\$564,202

Description	2013 -2014 Annual Report			Year 0 2014-15 (reforecasted)			Year 1 2015-16			Year 2 2016-17			Year 3 2017-18			Year 4 2018-19			Year 5 2019-2020			Year 6 2020-21			
	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate
Regional Events Centre (Refer A730625)		\$4,216,424	\$331,529	6.15%	\$3,265,750	\$237,788	4.50%	\$2,192,575	\$22,105	4.50%	\$1,065,685	\$5,276	4.50%	\$0	\$28,291										
Awanui River Management Scheme (A674506)	7.00%	\$181,029	\$5,959	7.00%	\$427,430	\$26,171	4.50%	\$1,010,197	\$31,635	4.50%	\$923,621	\$42,553	4.50%	\$842,061	\$38,854	4.50%	\$686,343	\$33,632	4.50%	\$539,325	\$26,971	4.50%	\$413,055	\$20,957	4.50%
Isaro - Whangarei River Management Scheme	7.00%	\$135,898	\$2,653	7.00%	\$174,522	\$9,950	4.50%	\$130,782	\$6,718	4.50%	\$108,994	\$5,276	4.50%	\$66,535	\$3,662	4.50%	\$53,912	\$2,650	4.50%	\$19,093	\$1,606	4.50%	\$11,630	\$676	4.50%
Whangarei Urban Rivers Management Scheme	7.00%	\$4,204,525	\$142,064	7.00%	\$8,634,564	\$379,475	4.50%	\$7,414,188	\$358,355	4.50%	\$7,164,959	\$320,813	4.50%	\$6,905,493	\$309,619	4.50%	\$6,644,372	\$298,163	4.50%	\$6,388,191	\$286,790	4.50%	\$6,104,737	\$274,906	4.50%
Kerikeri-Waipapa Rivers Management Scheme	0.00%	\$0	\$0	7.00%		\$6,255	4.50%	\$1,690,742	\$51,431	4.50%	\$1,536,789	\$71,021	4.50%	\$1,372,249	\$64,013	4.50%	\$1,196,332	\$56,521	4.50%	\$1,014,102	\$48,640	4.50%	\$825,110	\$40,472	4.50%
Marsden Point Rail Link (Infrastructure Reserve)		\$0			\$0			\$0			\$0			\$0			\$0			\$0			\$0		
Marsden Point Rail Link (Other)*		\$5,094,119	\$343,118	7%	\$5,094,119	\$320,000	4.50%	\$5,094,119	\$229,235	4.5%	\$5,094,119	\$229,235					\$0						\$0		
Total		#####	\$825,323		\$17,596,386	\$967,129		#####	\$799,479		\$15,894,167	\$744,175		\$9,186,337	\$444,639		\$8,580,958	\$390,967		\$7,960,712	\$363,998		\$7,354,532	\$337,010	

Council is to review MPRL after two financial years

\$411,959

ESTIMATED COST OF BORROWING

	1 Yr	2 Yr	3 Yr	5 Yr	10 Yr
90 Day Bank Bill	FIXED	FIXED	FIXED	FIXED	FIXED
Approx Margin (ON \$20M)	3.80%	3.80%	3.80%	3.80%	3.80%
Other (to take it to equate to Lissas 4.5%)	0.46%	0.46%	0.46%	0.46%	0.46%
	0.24%	0.24%	0.24%	0.24%	0.24%
TOTAL cost of borrowing	4.50%	4.50%	4.50%	4.50%	4.50%

Description	2013 -2014 Annual Report			Year 0 2014-15 (reforecasted)			Year 1 2015-16			Year 7 2021-22			Year 8 2022-23			Year 9 2023-24			Year 10 2024-25			LTP 10Yr TOTAL	
	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Interest exp		
Regional Events Centre (Refer A730625)	7.00%	\$4,216,424	\$331,529	6.15%	\$3,265,750	\$237,788	7.00%	\$2,266,356	\$202,893													387,376	
Awanui River Management Scheme (A674506)	7.00%	\$181,029	\$5,959	7.00%	\$427,430	\$26,171	7.00%	\$1,013,741	\$48,735	\$320,336	\$25,842	7.00%	\$207,460	\$17,848	7.00%	\$100,549	\$10,416	7.00%	\$0	\$3,400		364,227	
Isiro - Whangarei River Management Scheme	7.00%	\$135,898	\$2,653	7.00%	\$174,522	\$9,950	7.00%	\$132,437	\$10,380	\$0	\$389											33,084	
Whangarei Urban Rivers Management Scheme	7.00%	\$4,204,525	\$142,064	7.00%	\$8,634,564	\$379,475	7.00%	\$7,858,899	\$578,701	\$6,476,160	\$446,957	7.00%	\$6,198,667	\$428,617	7.00%	\$5,911,668	\$409,528	7.00%	\$5,638,326	\$390,580		4,729,777	
Kerikeri-Waipapa Rivers Management Scheme	0.00%	\$0	\$0	7.00%			7.00%	\$1,669,967	\$50,728	\$662,812	\$51,467	7.00%	\$454,694	\$37,790	7.00%	\$234,028	\$23,290	7.00%	\$0	\$7,914		607,019	
Marsden Point Rail Link (Infrastructure Reserve)																						0	
Marsden Point Rail Link (Other)*		\$5,094,119	\$343,118		\$5,094,119	\$320,000	7.00%	\$5,094,119	\$320,000													640,000	
Total		*****	\$825,323		\$17,596,386	\$973,383		*****	\$1,211,438	\$7,459,307	\$524,654		\$6,860,821	\$484,256		\$6,246,245	\$443,234		\$5,638,327	\$401,894		6,761,483	

Description	2013 -2014 Annual Report			Year 0 2014-15 (reforecasted)			Year 1 2015-16			Year 7 2021-22			Year 8 2022-23			Year 9 2023-24			Year 10 2024-25			LTP 10Yr TOTAL		Interest Saving
	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Rate	Bal at 30 jun	Interest exp	Interest exp			
Regional Events Centre (Refer A730625)		\$4,216,424	\$331,529	6.15%	\$3,265,750	\$237,788	4.50%	\$2,192,575	\$22,105													225,672		-\$161,704
Awanui River Management Scheme (A674506)	7.00%	\$181,029	\$5,959	7.00%	\$427,430	\$26,171	4.50%	\$1,010,197	\$31,635	\$292,802	\$15,532	4.50%	\$186,174	\$10,540	4.50%	\$88,447	\$6,043	4.50%	\$0	\$1,946		228,663		-\$135,564
Isiro - Whangarei River Management Scheme	7.00%	\$135,898	\$2,653	7.00%	\$174,522	\$9,950	4.50%	\$130,782	\$6,718	\$0	\$256											21,046		-\$12,039
Whangarei Urban Rivers Management Scheme	7.00%	\$4,204,525	\$142,064	7.00%	\$8,634,564	\$379,475	4.50%	\$7,414,188	\$388,355	\$5,813,926	\$262,269	4.50%	\$5,515,839	\$249,310	4.50%	\$5,214,137	\$236,112	4.50%	\$4,932,197	\$223,269		2,819,595		-\$1,010,182
Kerikeri-Waipapa Rivers Management Scheme	0.00%	\$0	\$0	7.00%		\$6,255	4.50%	\$1,690,742	\$51,431	\$629,400	\$32,006	4.50%	\$426,807	\$23,242	4.50%	\$217,092	\$14,169	4.50%	\$0	\$4,777		406,293		-\$200,726
Marsden Point Rail Link (Infrastructure Reserve)		\$0			\$0			\$0					\$0			\$0			\$0			0		
Marsden Point Rail Link (Other)*		\$5,094,119	\$343,118	7%	\$5,094,119	\$320,000	4.50%	\$5,094,119	\$229,235				\$0			\$0			\$0			458,471		-\$181,529
Total		*****	\$825,323		\$17,596,386	\$967,129		*****	\$799,479	\$6,736,128	\$310,063		\$6,128,820	\$283,092		\$5,519,676	\$256,324		\$4,932,197	\$229,992		4,159,740		-\$2,601,743

Council is to review MPRL after two financial years

\$411,959

ESTIMATED COST OF BORROWING

	1 Yr	2 Yr	3 Yr	5 Yr	10 Yr
90 Day Bank Bill	FIXED	FIXED	FIXED	FIXED	FIXED
Approx Margin (ON \$20M)	3.80%	3.80%	3.80%	3.80%	3.80%
Other (to take it to equate to Lias 4.5%)	0.46%	0.46%	0.46%	0.46%	0.46%
TOTAL cost of borrowing	4.50%	4.50%	4.50%	4.50%	4.50%

**ISSUE: Environmental Management Committee Meetings
8 December 2014 and 23 February 2015 – Actions
Arising from Meetings**

ID: A731368

To: Council Meeting, 17 March 2015

From: Malcolm Nicolson, Chief Executive Officer

Date: 9 March 2015

Report Type:	<input checked="" type="checkbox"/>	Normal operations	<input type="checkbox"/>	Information	<input checked="" type="checkbox"/>	Decision
Purpose:	<input type="checkbox"/>	Infrastructure	<input type="checkbox"/>	Public service	<input type="checkbox"/>	Regulatory function
	<input 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		

Report:

Arising out of the confirmed minutes of the Environmental Management Committee meeting held on 8 December 2014, and the unconfirmed minutes of the Environmental Management Committee meeting held on 23 February 2015, there are a number of actions required of council:ⁱ

8 December 2014

- **Environment Fund and Farm Water Quality Improvement Plan Update (Item 6):** It is the recommendation of the committee that the council approves the Whāngārei Native Bird Recovery Centre funding request for \$5,000 plus GST.

23 February 2015

- **Environment Fund and Farm Water Quality Improvement Plan Update (Item 3):** It is the recommendation of the committee that the council approves \$8,803.45 of funding from the Land Management Reserve to cover the year to date unfavourable variance.

It is the recommendation of the committee that the committee supports Mr Stephen Allan's application for \$13,000 for the testing of the new trap design for wild cat control to be made to external sources of funding and recommends to council that should that support not be forthcoming, that the council approves this funding be provided from the Land Management Reserve.

Secretarial Note:

An email was received on 1 December 2014 from Northland Conservation Board in relation to environmental representation on priority catchment groups advising '*The Board is interested in linking into these Groups, **but at the appropriate time** (emphasis added) i.e. when nominations are being called for the "environmental representation" allocation*'.

This position is currently filled on all five catchment groups. Therefore this new information supersedes the recommendation put forward in the Environmental

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Management Committee minutes of 8 December 2014 that 'the council permits Northland Conservation Board to have a representative on the Whāngārei Harbour Catchment Liaison Group'.

Legal compliance and significance assessment:

The activities detailed in this report are in accordance with:

- the Environmental Management Committee's Terms of Reference; and
- the council's decision making process and sections 76-82 of the Local Government Act 2002.

Significance has been assessed against policy and is considered to be low.

Recommendation 2 is in line with council's decision during the 2014/15 annual planning process to make additional funds available from the Land Management Reserve to cover Environment Fund shortfalls where deemed appropriate.

Recommendation 3 is in line with council's decision during the 2014/15 annual planning process to make additional funds available from the Land Management Reserve to cover Environment Fund shortfalls where deemed appropriate.

Recommendation 4 is in line with council's decision during the 2014/15 annual planning process to make additional funds available from the Land Management Reserve to cover Environment Fund shortfalls where deemed appropriate.

Recommendations:

1. That the report 'Environmental Management Committee Meetings 8 December 2014 and 23 February 2015 – Actions Arising from Meetings', from Malcolm Nicolson, Chief Executive Officer, dated 9 March 2015, be received.
 2. That council receives and approves the recommendation from the Environmental Management Committee 'That the council approves the Whāngārei Native Bird Recovery Centre funding request for \$5,000 plus GST'.
 3. That council receives and approves the recommendation from the Environmental Management Committee 'That the council approves \$8,803.45 of funding from the Land Management Reserve to cover the year to date unfavourable variance'.
 4. That council receives and approves the recommendation from the Environmental Management Committee 'That the committee supports Mr Stephen Allan's application for \$13,000 for the testing of the new trap design for wild cat control to be made to external sources of funding and should that support not be forthcoming, that the council approves this funding be provided from the Land Management Reserve'.
-

ⁱ Note: for further information on the three matters refer to the Environmental Management Committee Agenda dated 8 December 2014 and 23 February 2015 which are accessible via <http://www.nrc.govt.nz/emcagendas> or contact the Council Secretary for hard copies.

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ISSUE: Adoption of Long Term Plan Supporting Information and Policies**ID:** A731818**To:** Council Meeting, 17 March 2015**From:** Lisa Aubrey, General Manager Finance, and Jonathan Gibbard, Strategy, Governance and Communications Manager**Date:** 5 March 2015

Report Type:	<input checked="" type="checkbox"/> Normal operations	<input type="checkbox"/> Information	<input checked="" type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input type="checkbox"/> Legislative function	<input checked="" type="checkbox"/> Annual\Long Term Plan	<input type="checkbox"/> Other
Significance:	<input checked="" type="checkbox"/> Triggered	<input type="checkbox"/> Not Triggered	

Executive summary:

This report seeks council approval and adoption of the Supporting Information and approval of draft council policies and adoption of statements of proposal for the policies, and for them to be released for consultation purposes. The Supporting Information, which includes the draft policies, underpins the Consultation Document for the development of the Long Term Plan 2015–25.

Legal compliance and significance assessment:

The process for developing and adopting a Long Term Plan is prescribed in the Local Government Act 2002 and includes the adoption of Supporting Information and policies which the council relies on to develop the Consultation Document.

The matters requiring decision in this report have been considered by officers against the requirements of Part 6 of the Local Government Act 2002. The decision making process for adoption of Supporting Information is set out in section 93G, and consultation requirements for the council policies are set out in sections 82, 82A, and 102.

Officers recognise that the matters referenced in this report may have a high degree of importance to affected or interested parties.

Recommendations:

1. That the report 'Adoption of Long Term Plan Supporting Information and Policies' by Lisa Aubrey, General Manager Finance, and Jonathan Gibbard, Strategy, Governance and Communications Manager, and dated 5 March 2015, be received.
2. That council approves the draft Financial Strategy and draft Infrastructure Strategy for the purpose of including relevant aspects of this information in the Consultation Document and in the Supporting Information for the Long Term Plan 2015–2025

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3. That council adopts the Statements of Proposals for the draft Revenue and Financing Policy, draft Rates Remission and Postponement Policies (including the policy on remission and postponement of rates on Māori freehold land) and Financial Contributions Policy as set out in appendices 2, 3 and 4.
 4. That council agrees that the special consultative procedure will be used to consult on the draft Revenue and Financing Policy, draft Rates Remission and Postponement Policies (including the policy on remission and postponement of rates on Māori freehold land), and draft Financial Contributions Policy, and that this consultation will be undertaken concurrently with consultation on the Consultation Document.
 5. That council adopts the Supporting Information for the Long Term Plan 2015–2025 contained in Attachment 1 for the purposes of consultation.
 6. That council approve appropriate amendments to the Supporting Information to reflect the expected increased costs in relation to the Whāngārei Urban Rivers scheme and the resulting changes in rating and expenditure.
 7. That the council delegates to the Chief Executive Officer the authority to make any necessary minor formatting, typographical and administrative changes to the Supporting Information and Statements of Proposal prior to formal public consultation.
 8. That the council delegates to the Chief Executive Officer the authority to make any changes to the Statements of Proposal for the consultation of the draft Revenue and Financing Policy, draft Rates Remission and Postponement Policies (including the policy on remission and postponement of rates on Māori freehold land) and draft Policy on Financial Contributions that may improve readability and compliance with the Local Government Act.
-

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Report:**Background**

The Local Government Act 2002 (the LGA) requires the council to develop a Long Term Plan (LTP) every three years. The LLTP incorporates the Annual Plan for the first year.

With the 2013 amendments to the LGA, there are a number of new or altered requirements for the preparation of the LTP. These include the requirement to prepare a clear, simple Consultation Document as well as a 30 year infrastructure strategy.

Council's LTP has been in development over the last 12 months and councillors have been through an extensive process which has reviewed: council objectives; existing activities and levels of service; issues and options; the financial strategy; a 30 year infrastructure strategy; and budget projections.

Section 93A of the LGA requires a 'Consultation Document' to be prepared for engagement on the LTP. The adoption of the Consultation Document is covered in a separate agenda item.

The Consultation Document is not permitted to include a draft LTP, any policy in full, a full financial strategy or infrastructure strategy, or any detailed information. Instead, the council is required to adopt such Supporting Information, which the Consultation Document relies upon, in advance of adopting the Consultation Document. This agenda covers the adoption of the Supporting Information.

The Supporting Information includes a number of draft policies that will underpin the LTP. It will be necessary to have such policies adopted prior to adoption of the LTP. It will be necessary to consult on some of these draft policies in order to adopt them. These policies are the draft Revenue and Financing Policy, draft Rates Remission and Postponement Policies (including the policy on remission and postponement of rates on Māori freehold land), and the draft Financial Contributions Policy. The LGA requires the use of consultation processes that give effect to the requirements in sections 82 and 82A.

The Significance and Engagement Policy was already adopted by council on 11 November 2014. No further consultation is required on this policy. The Treasury Risk Management Policy (including Liability Management and Investment Policies) was adopted by Council in the previous 2012–2022 LTP and has been amended by council resolution during the previous three year term. The policy and amendments do not require to be formally consulted on. This policy will be reviewed and provided to council for approval and adoption in the coming months.

This agenda also covers approving necessary consultation on the draft Financial Council Policies.

Supporting Information

There are a number of important documents that support the Consultation Document and which are likely to go on to form the final LTP. These documents provide more detailed reference information for the community and enable the audit opinion to be issued.

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The Supporting Information for the LTP (see **Attachment 1 within the accompanying volume within this agenda**) includes the following:

- Council Objectives
- Background information about our region
- Supporting detail on key issues and proposals
- Rating Policy
- Financial Prudence
- Forecast Financial Statements
- Rating Funding Impact Statement
- Draft Prospective Funding Impact Statement
- Financial Strategy
- Infrastructure Strategy
- Group of Activity information – financial and level of service information
- Information on Council Controlled and Subsidiary Organisations
- Significance forecasting assumptions
- Statement of Accounting Policies

It also includes the following policies:

- Draft Revenue and Financing Policy.
- Draft Rates Remission and Postponement Policies (including the policy on remission and postponement of rates on Māori freehold land).
- Draft Policy on Financial Contributions.
- Significance and Engagement Policy (adopted 11 November 2014).
- Māori Participation in Council Decision Making Policy (adopted 9 December 2014).
- Appointment of Directors to Council Organisations Policy (adopted 21 October 2014).
- Draft 2015/2016 Fees and Charges Policy (covered in separate agenda item).

It includes the following proposed bylaw amendment:

- Statement of Proposal Regarding the Navigation, Water Transport and Maritime Safety Bylaw Charges 2015 (covered in separate agenda item).

Draft Revenue and Financing Policy

The Revenue and Financing Policy is required as part of the LTP (clause 10, schedule 10 of the LGA). The Draft Revenue and Financing Policy is based on the current policy (which forms part of the 2012 LTP), although we recommend some minor changes be made to the current policy. These are as follows:

- We suggest making two changes to our activity groupings (commercial activity now sits under 'Economic Development' and funding for community projects sits under 'Community Representation and Engagement'). These changes do not change the way we fund these activities.
- We also propose to establish two new activities, hydrology to sit in the River Management group and infrastructure to sit in the Economic group.
- Overall the policy has been edited to improve legibility and readability. This has not altered any substantive matters.

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Draft Rates Remission and Postponement Policies (including the policy on remission and postponement of rates on Māori freehold land)

Section 102 of the LGA requires council to adopt a policy on the remission and postponement of rates on Māori freehold land and enables council to adopt policies on rates remissions and rates postponements. Sections 108 and 109 of the LGA require the policies to be reviewed at least once every six years.

The three territorial authorities in Northland administer the rate collection of our rates, on our behalf.

In order to minimise the marginal cost of collection, council has previously adopted the rates remission and postponement policies and policy on the remission and postponement of rates on Māori freehold land of each of the three district councils. Whilst these policies differ from council to council, it would be administratively inefficient to adopt uniform policies across the region and then require each district council to apply two sets of policies.

Since adopting these policies as part of the 2012/2022 LTP, the following changes have been made to the policies:

- Far North District Council – no changes have been made to these policies.
- Whangarei District Council –
 - Rates remission and postponement policies were reviewed as part of 2014/15 Annual Plan. There are no changes to the intent and application of any of the policies. The changes that have been made are in order to more clearly define the policy as a result of issues which have arisen in applying the remission or postponement. The only other changes are of a minor typographical nature.
- Kaipara District Council - amendments were made to these policies and consulted on by Kaipara District Council from 19 November to 19 December 2014. No submissions were received.

The draft Rates Remission and Postponement Policies are based on the current policies, updated to reflect the amendments described above that have been made by the territorial authorities.

Draft Financial Contributions Policy

Section 102 LGA requires council to adopt a policy on Financial Contributions, which it did as part of the 2012 LTP. The draft Financial Contributions Policy is largely identical to the existing policy in the 2012 LTP, although it has been edited to improve legibility and readability. This has not altered any substantive matters. While council does not actively charge Financial Contributions, it retains the ability to do so through policies within the Regional Plans.

Additional consultation on policies

The following three draft policies will need to be consulted on:

- Draft Revenue and Financing Policy;
- Draft Policies on Rates Remission and Postponement Policies (including the policy on remission and postponement of rates on Māori freehold land); and
- Draft Financial Contributions Policy.

As these policies were included in the 2012 LTP, which will expire on 30 June 2015, it is necessary to formally adopt new policies.

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Before being able to adopt such policies, the council will need to consult on them. Section 102 of the LGA requires that consultation on these policies give effect to the requirements in sections 82 and 82A. This means that consultation is necessary to comply with the LGA even though very few changes are proposed to the policies.

Sections 82 and 82A of the LGA requires consultation to be consistent with the principles set out in section 82(1) and that consultation materials must include:

- The proposal and reasons for the proposal;
- Analysis of the reasonably practicable options, including the proposal; and
- A draft of the proposed policies, or details of the proposed changes to the policies.

Draft statements of the proposal on these policies are included as **attachments 2, 3 and 4** respectively. The draft statements of proposal comply with the requirements for consultation materials in section 82A of the LGA.

After consideration of the factors in section 82(4) of the LGA, it is recommended that council carry out consultation using the special consultative procedure and that this be done concurrently with the consultation process for the Consultation Document. This timing will ensure the council is able to adopt the draft policies prior to its adoption of the LTP.

Consideration of any submissions responding to these statements of proposal should be dealt with at the same hearings held for submissions on the Consultation Document for the LTP.

Anticipated change to the Whāngārei Urban Rivers Scheme

Councillors were provided with a memo on Monday 9 March 2015 regarding expected costs increases on the Whāngārei Urban Rivers Scheme and the funding and rating options.

The Consultation Document and Supporting Information will need to be updated to reflect council's preferred position on this matter. This new information and council's preferred position will need to be included in council's consultation material.

Appendix Two**Statement of Proposal on the draft Revenue and Financing Policy****Draft Revenue and Financing Policy****1. Purpose**

The purpose of this document is to inform the public and seek comments on council's draft Revenue and Financing Policy.

2. Background

The Revenue and Financing Policy is required as part of the Long Term Plan. It has been prepared in accordance with sections 101, 102 and 103 of the Local Government Act 2002 (LGA) and sets out how council intends to fund its operating and capital expenditure.

Council is permitted to use the funding mechanisms set out in section 103(2) of the Local Government Act 2002. This section allows the following funding mechanisms to be used when funding operating and capital expenditure:

- General rates
- Targeted rates
- Grants and subsidies
- Interest and dividends from investments
- Fees, charges and other operating revenue
- Lump sum contributions
- Borrowings
- Proceeds from asset sales
- Development or financial contributions
- Any other source (including reserves).

In setting the Revenue and Finance Policy council is mindful of trying to achieve the right balance in terms of who benefits and who pays for services against affordability and wider social benefits.

3. Proposal

Council proposes to adopt a Revenue and Financing Policy to be included in its 10 year plan 2015–25, which is substantially similar to the current Revenue and Financing Policy in the 2012–22 Long Term Plan.

Proposed changes:

We propose to make three changes to our activity groupings:

- commercial activity should sit under the 'Economic Development' group of activities, rather than being included in the 'Support Services' group of activities as it was previously;
- funding for community projects is a new activity and should sit under the 'Community Representation and Engagement' group of activities, rather than being included in the projects activity under the 'Economic Development' group of activities as it was previously; and

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- create a new hydrology activity to be part of the River Management group of activities and new infrastructure activity to be part of the Economic group of activities.

These changes will not in any way change the way we fund these activities.

We also propose to edit the policy to improve legibility and readability. This will not alter any substantive matters.

Reasons for proposal

Council understands that since the current Revenue and Financing Policy was included in the 2012 LTP, it will expire on 30 June 2015. In order to comply with clause 10, Schedule 10 of the LGA, it is necessary to adopt a new Revenue and Finance Policy before adoption of the LTP. Council is required to consult on the policy under section 102 of the LGA.

4. Assessment of options

The reasonably practicable options for the proposed changes to the activity groupings are:

- retain the activity groupings in the current policy (which is due to expire), or
- create the new activities and make the proposed changes to activity groupings.

The advantage of making the proposed changes is that it will better reflect where the commercial and funding for community projects activities fit within the council's overall services. Creating new activities for hydrology and infrastructure is intended to demonstrate the importance of these functions and provides better transparency and accountability. The disadvantage of retaining the current groupings is that it reflects a slightly out-of-date picture in terms of where these activities fit.

The creation of two new activities and the change to where existing activities are allocated will not change the way council funds these activities. Rather, it changes only where and how we report on these activities.

There are no real disadvantages to making the proposed changes. Council considers the proposed changes better reflect contributions the activities make to council objectives and service levels. Its preferred option is to make the proposed changes.

Other provisions in the policy

Council has considered whether the remaining provisions in the policy should in any way be altered. It has concluded that, other than the particular changes discussed above, the policy works well and meets the requirements of sections 101, 102 and 103 of the LGA. It therefore proposes retaining all other aspects of the policy.

It is not a worthwhile use of the council's resources to undertake a full review of the policy at this time. Council may consider reviewing aspects of the policy, such as options for flood protection and control work infrastructure, or the provision of bus services to remote communities, at a later point in time. Council will consult on any future review and proposed changes to the policy.

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5. Submission process

Full copies of the draft Revenue and Financing Policy and how to make a submission is available from the council website at www.nrc.govt.nz/have-your-say.

The draft Revenue and Financing Policy also forms part of the supporting information to the council consultation on the 10 year plan 2015–2025. Information on the 10 year plan consultation and submission process can also be found on the NRC website.

Please refer to section 12.2 of the Supporting Information pack for the draft Revenue and Financing Policy.

Appendix Three**Statement of Proposal on the Draft Policies on Rates Remission and Postponement Policies (including the policy on remission and postponement of rates on Māori freehold land)****1. Purpose**

The purpose of this document is to inform the public and seek comments on council's draft Policies on Rates Remission and Postponement Policies (including the policy on remission and postponement of rates on Māori freehold land).

2. Background

Section 102 of the Local Government Act 2002 (LGA) requires local authorities to adopt a policy on the remission and postponement of rates on Maori freehold land. In addition, this section also allows a local authority to adopt rates remission and rates postponement policies. Sections 108 and 109 of the LGA require the policies to be reviewed at least once every six years.

The three territorial authorities in Northland administer the collection of our rates, on our behalf.

In order to minimise the marginal cost of collection, council has previously adopted the rates remission and postponement policies and policy on the remission and postponement of rates on Māori freehold land of each of the three district councils. Whilst these policies differ from council to council, it would be administratively inefficient to adopt uniform policies across the region and then require each district council to apply two sets of policies.

Since adopting these policies as part of the 2012–2022 LTP, the following changes have being made to the policies:

- Far North District Council – no changes have been made to these policies.
- Whangarei District Council –
 - Rates remission and postponement policies were reviewed as part of the 2014/15 Annual Plan. There are no changes to the intent and application of any of the policies. The changes that have been made are in order to more clearly define the policy as a result of issues which have arisen in applying the remission or postponement. The only other changes are of a minor typographical nature.
- Kaipara District Council - amendments were made to these policies and consulted on by Kaipara District Council from 19 November to 19 December 2014. No submissions were received.

The draft Rates Remission and Postponement Policies are based on the current policies, updated to reflect the amendments described above that have been made by the territorial authorities.

3. Proposal

Council proposes to adopt rates remission and postponement policies, including a policy on the remission and postponement of rates on Māori freehold land, that are identical to the policies of each of the three district councils.

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4. Assessment of options

The reasonably practicable options are:

- That council adopts the Policies on Rates Remission and Postponement Policies (including the policy on remission and postponement of rates on Māori freehold and) of each of the three Northland district councils, or
- Council establishes its own draft policies.

No other reasonably practicable options were considered in any depth due to the low level of significance of the policies.

The advantage of adopting the policies set by each of the three Northland district councils is that it would be administratively efficient for each district council who administers our rate collection in their respective district to only apply one set of policies. Ratepayers will also avoid possible confusion by having a single approach to all of their rates.

The disadvantage is that council does not have a single set of policies which are applied on a uniform basis across the region.

5. Submission process

Full copies of the draft Policies on Rates Remission and Postponement Policies (including the policy on remission and postponement of rates on Māori freehold land) and how to make a submission is available from the council website at www.nrc.govt.nz/have-your-say.

The draft Policies on Rates Remission and Postponement Policies (including the policy on remission and postponement of rates on Māori freehold land) also forms part of the supporting information to the council consultation on the 10 year plan 2015–2025. Information on the 10 year plan consultation and submission process can also be found on the NRC website.

Statement of Proposal on the Draft Financial Contributions Policy

1. Purpose

The purpose of this document is to inform the public and seek comments on council's draft Financial Contributions Policy.

2. Background

Council proposes to adopt a Financial Contributions Policy which will meet the legislative requirements of sections 102 and 106 of the Local Government Act 2002.

Regional councils can charge a financial contribution as a condition of a resource consent under section 108 of the Resource Management Act 1991 (RMA) if this is provided for in the relevant regional plan.

The term 'financial contribution' is defined in section 108(9) of the RMA to mean: '... a contribution of:

- (a) Money; or
- (b) Land, including an esplanade reserve or esplanade strip (other than in relation to a subdivision consent), but excluding Māori land within the meaning of the Māori Land Act 1993 unless that Act provides otherwise; or
- (c) A combination of money and land.'

Section 108(10) the RMA requires the regional council to specify in a regional plan:

- The circumstances when such contributions may be imposed.
- The purposes for which such contributions may be required and used.
- The manner in which the amount of the contribution will be determined.

3. Proposal

Council proposes to adopt a Financial Contributions Policy to be included in its 10 year plan 2015–25, which is substantially similar to the current Financial Contributions Policy in the 2012–22 Long Term Plan.

Minor amendments have been made to add context and clarity around the policy and ensure compliance with the LGA. These changes do not change, in any way, the way we consider financial contributions as these considerations are outlined within our RMA plans.

There are three operative regional plans for Northland, all of which contain financial contributions provisions:

- The Regional Air Quality Plan (section 14.2);
- The Regional Coastal Plan (section 34.2); and
- The Regional Water and Soil Plan (section 38.2).

These plans have been reviewed and council is in the process of developing one new regional plan to replace all three operative plans. The formal public submissions process is anticipated to start in mid-2017.

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4. Assessment of option

The reasonably practicable options are:

- Retain the ability to charge financial contributions within the council's RMA plans; or
- Remove the ability to charge financial contributions within the council's RMA plans.

Council considers that the detail on the circumstances when contributions may be charged and the purpose, type and level of contributions needs to be established in the relevant regional plan. The advantages of this approach include:

- This is a requirement of section 108(10) of the RMA.
- It allows the purpose, type and level of contribution to be related to particular circumstances, resources and/or activities.
- They should be in the same document as the applicable provisions/rules.
- It provides an opportunity for consultation and input through the Schedule 1 process when changing the financial contribution provisions in a plan.

Council considers the use of financial contributions is an appropriate tool that should be available through the consent process to ensure effects of activities are appropriately managed. Financial contributions can benefit consent applicants, affected parties and/or the environment. They also provide flexibility over how impacts of use and development are addressed through consent conditions.

Financial contributions may be required for various purposes, including ensuring that positive effects on the environment arise to mitigate and/or offset adverse effects of an activity. Financial contributions can be applied where other conditions will not adequately address adverse effects or where the circumstances of an individual application point clearly to a financial contribution as the most appropriate option.

The appropriateness, including an assessment of the costs and benefits, of any financial contributions will be analysed (under section 32 of the Resource Management Act 1991) as part of developing any RMA plans.

5. Submission process

Full copies of the draft Financial Contributions Policy and how to make a submission is available from the council website at www.nrc.govt.nz/have-your-say.

The draft Financial Contributions Policy also forms part of the supporting information to the council consultation on the 10 year plan 2015–25. Information on the 10 year plan consultation and submission process can also be found on the NRC website and will be undertaken concurrently with consultation on this policy.

ISSUE: Statement of Proposal Regarding the Navigation, Water Transport and Maritime Safety Bylaw Charges 2015

ID: A711289

To: Council Meeting, 17 March 2015

From: Lisa Aubrey, General Manager Finance

Date: 6 March 2015

Report Type:	<input type="checkbox"/> Normal operations	<input type="checkbox"/> Information	<input checked="" type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input type="checkbox"/> Legislative function	<input checked="" type="checkbox"/> Annual\Long Term Plan	<input type="checkbox"/> Other
Significance:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Executive summary:

The purpose of this report is to present the Statement of Proposal Regarding the Navigation, Water Transport and Maritime Bylaw Charges 2015 and to seek approval for the proposed amendments to be consulted on in parallel to the engagement on the Consultation Document (agenda item 8.7) and Supporting Information to the Consultation Document and Policies (agenda item 8.4). The Statement of Proposal sets out the proposed amendments to the Navigation, Water Transport and Maritime Safety Bylaw.

Legal compliance and significance assessment:

The procedures for amending and adopting a bylaw follow the requirements of sections 83, 86 and 156 of the Local Government Act 2002 and accordingly comply with the decision making requirements of the said Act.

Recommendations:

-
1. That the report 'Statement of Proposal Regarding the Navigation, Water Transport and Maritime Safety Bylaw Charges 2015' by the General Manager Finance, and dated 6 March 2015, be received.
 2. That the proposed amendments to the Navigation, Water Transport and Maritime Bylaw Charges 2015 be approved for inclusion in the Supporting Information to the Consultation Document and be formally included for consultation in conjunction with and parallel to the Consultation Document using the special consultative procedure.
-

ITEM: 8.5

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Report:**Introduction**

A Statement of Proposal and the special consultative procedure is required pursuant to sections 83, 86 and 156 of the Local Government Act 2002 in order that any clauses of the **Navigation, Water Transport and Maritime Safety Bylaw Charges 2012**, adopted in June 2014, may be amended and the bylaw charges re-adopted.

Section 156 of the Act requires that a bylaw or an amendment to an existing bylaw be made pursuant to the special consultative procedure set out in section 83. That section requires both a Statement of Proposal, and a summary of the information to be prepared, with the summary to be circulated widely and publicly notified. The full Statement of Proposal must be available for public inspection at all offices of the council during the submission period.

Section 86 requires that a draft of the full bylaw to be amended be included in the Statement of Proposal, setting out the reasons for the proposal and whether a bylaw is an appropriate mechanism pursuant to section 155.

Reasons for the proposal

Sections 3.8.2.3-7 and 9 – A 2.5% increase in Navigation Safety Bylaw Fees, to reflect inflation-related cost increases.

Sections 3.8.2.8 – A \$12,750 (10%) increase in the Harbourmaster's Navigation Safety Services fee. The fee increase is to reflect inflation and a greater degree of service provided. The fee has not been increased for a number of years.

Section 3.8.2.10 – Proposed new fee for Pilot exemption exam fee of \$450. There is currently no fee in place. The fee reflects council's time to prepare for and do the examination.

Section 3.8.2.12 – Proposal to provide a minimum charge of \$300 (including GST) plus any additional time taken for the approval and inspection of Marine Tier 1 oil transfer sites. A minimum charge provides for certainty to the applicant on the likely charge. Currently there is no minimum charge; the fee is based on the officer's actual recorded time.

Fee removed – Remove the safety operating licences from the policy as this charge has not been required.

There are no other proposed changes to the bylaw.

This bylaw amendment is made pursuant to the bylaw provisions of the Local Government Act for setting fees and charges as mandated by section 684B(h)(i)-(iii) of the Local Government Act 1974 (Part 39A Navigation), saved in Schedule 18 of the Local Government Act 2002. It is the most cost effective way of recovering the costs arising from the regulation of recreational maritime activities and commercial shipping as appropriate.

The bylaw is set out in the Supporting Information to the Consultation Document.

ISSUE: Draft 2015/16 Fees and Charges Policy – Approval for Consultation**ID:** A731813**To:** Council Meeting, 17 March 2015**From:** Lisa Aubrey, General Manager Finance**Date:** 10 March 2015

Report Type:	<input type="checkbox"/> Normal operations	<input type="checkbox"/> Information	<input checked="" type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input type="checkbox"/> Legislative function	<input checked="" type="checkbox"/> Annual\Long Term Plan	<input type="checkbox"/> Other
Significance:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Executive summary:

The purpose of this report is to provide an overview of the amended fees and changes to the 2014/15 Charging Policy. It concludes with the recommendation that the proposed amendments to the Charging Policy be approved for consultation to be run in conjunction with and parallel to consultation on the Consultation Document (refer agenda item 8.8).

Legal compliance and significance assessment:

The consultation of the proposed changes of the Fees and Charges Policy is done in accordance with the decision making requirements of Part 6 of the Local Government Act 2002.

Recommendations:

-
1. That the report 'Draft 2015/16 Fees and Charges Policy – Approval for Consultation', by General Manager Finance, and dated 10 March 2015, be received.
 2. That the proposed amendments to the Charging Policy be approved for consultation in conjunction with and parallel to consultation of the Consultation Document.
-

ITEM: 8.6

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Report:

During the Council Long Term Plan workshops, councillors discussed and agreed a number of proposed changes to the 2015/16 Fees and Charges Policy, these are reflected in the table below.

The review of the 2014/15 Charging Policy has resulted in proposed changes to the following areas:

Charging Policy Section	Proposed changes and reasons for the proposed changes
All Sections:	Increase in hourly staff charges and fees by 2.5% (except for those detailed below) across all areas to take account of inflationary increases.
Section 3.2.1: Resource Consent Applications - Fixed initial deposits	<ul style="list-style-type: none"> • New non notified applications: Bore Drilling Permits Proposed to increase the charge from \$284.00 to \$345.00 (including GST) as council records indicates costs consistently exceed the existing charge. • Transfer of consents from one holder to another person (payable by the person requesting the transfer) Proposed increase from \$57.00 to \$81.00 (including GST). Proposed charge is based on 1 hour of secretarial charge out rate. • Transfer existing water permit between sites within catchment: Non-notified Proposed increase from \$284.00 to \$460.00 (including GST). The charge should be no different to the S127 non notified charge.
Section 3.5.4	<ul style="list-style-type: none"> • Low use structures more than 10 m² Proposed to remove the navigation fee of \$70.50 (including GST) as this is not required due to the structure size. • Low use structure over 300 m² Proposed to change fee level to increase the total fee from \$207.50 to \$285.00 (including GST) due to the size of the structure.
Section 3.7.2: Navigation, water transport and maritime safety bylaw fees and charges 2015	Refer separate agenda item 8.5 for details of changes.

A summary of the proposed changes to the 2015/2016 Fees and Charges Policy is set out in the Consultation Document.

Full details of the [draft 2015/16 Draft Fees and Charges Policy](#) can be found in the Supporting Information to the Consultation Document.

**ISSUE: Adoption of the Long Term Plan 2015-25
Consultation Document and Approval to Consult**

ID: A731817

To: Council Meeting, 17 March 2015

From: Lisa Aubrey, General Manager Finance, and Jonathan Gibbard,
Strategy, Governance and Communications Manager

Date: 5 March 2015

Report Type:	<input checked="" type="checkbox"/> Normal operations	<input type="checkbox"/> Information	<input checked="" type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input type="checkbox"/> Legislative function	<input checked="" type="checkbox"/> Annual\Long Term Plan	<input type="checkbox"/> Other
Significance:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Executive summary:

The purpose of this report is to present the Consultation Document for the development of the Long Term Plan 2015-25. The report seeks the adoption of this document and approval to commence consultation, via the special consultative procedure.

Legal compliance and significance assessment:

The process for developing and adopting a Long Term Plan is prescribed in the Local Government Act 2002 and includes using the special consultative procedure to consult with residents on a Consultation Document before deliberations and adoption of the Long Term Plan.

Recommendations:

1. That the report 'Adoption of the Long Term Plan 2015–25 Consultation Document and Approval to Consult' by Lisa Aubrey, General Manager Finance, and Jonathan Gibbard, Strategy, Governance and Communications Manager, and dated 5 March 2015, be received.
2. That council adopts and approves the release of the Consultation Document for the proposed Long Term Plan 2015–2025 Special Consultative Procedure pursuant to sections 93 and 93A of the Local Government Act 2002.
3. That council approve the necessary amendments be made to the Consultation Document to reflect the expected increased costs in relation to the Whāngārei Urban Rivers scheme and the resulting changes in rating and expenditure.
4. That council delegates to the Chief Executive Officer the authority to make any necessary minor formatting, typographical and administrative changes to the Consultation Document prior to formal public consultation.

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Report:

The council has been developing, through a series of 18 workshops, a new Long Term Plan for the period 2015–2025 (LTP). Changes to the Local Government Act 2002 (LGA) now require that a Consultation Document (CD) be adopted by Council and released for consultation, via the special consultative procedure, rather than a Draft Long Term Plan, as was previously the case.

The CD provides a summary of the matters that are proposed for inclusion in the LTP. It identifies the key issues and choices facing the local authority and region and the consequences of those choices. A Supporting Information document (refer agenda item 8.4) will also accompany the CD and provides more detailed information from which council has developed the proposals contained within the CD.

Summary of key issues

The CD highlights the following key proposals for consultation and seeks community feedback (all rates are GST inclusive):

- To enhance services and deliver new environmental initiatives – a 5% (\$8.70 on average) increase in targeted region-wide rates.
- Create an \$800,000 contestable fund for emergency services (to replace the existing helicopter rate and similar district council funding) – a targeted region-wide rate of \$10.68 per year (current helicopter rate is \$8.03 per year).
- A new targeted pest control rate within the Whāngārei Heads area to target kiwi predators and selected weeds – a rate of \$50 per year on local properties within the area of benefit.
- To assess support for a trial mid-north bus service which would need to be part-funded by ratepayers on/near the route – a targeted rate of \$28.92 per year for residential and \$57.84 for commercial properties.
- Flood protection schemes:
 - Awanui flood scheme improvements (\$700,000). Increase spillway capacity to reduce flood risk – river rate increases by 45% (e.g. 'Urban A' rises to \$203.76 per year).
 - Kaeo monitoring of new flood infrastructure. Postpone the decision on Stage 2 until performance of Stage 1 has been assessed.
 - Kerikeri river spillway (\$2,030,000). To reduce flood risk downstream – existing river rate rises to \$80.04 per year (currently \$49.96).
 - Urban Whāngārei – increase river rate by 24% (e.g. non-CBD residential rate rises to \$45.39 to cover cost increases of completing Kotuku dam).

Please note this is not the full list of key issues but rather a summary highlighting key proposal that may be of particular public interest. A complete list of the key proposals is outlined in the attached CD (please refer to Item 2 in the separately attached volume to this agenda).

A designed version of the CD for public release will also be tabled on the day of the meeting.

Anticipated change to the Whāngārei Urban Rivers Scheme

Councillors were provided with a memo on Monday 9 March 2015 regarding expected costs increases on the Whāngārei Urban Rivers Scheme and the funding and rating options.

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The Consultation Document and Supporting Information will need to be updated to reflect council's preferred position on this matter. This new information and council's preferred position will need to be included in council's consultation material.

Audit process

During February and March 2015 the draft CD and supporting information used to develop the budget and rating calculations have been audited by Audit New Zealand. Small amendments have been made to the CD and supporting information throughout this process as a result of feedback received.

The Office of the Auditor General will provide a report on whether the CD and supporting information meets the requirements of the LGA, including the quality of the information and assumptions underlying the information provided in the CD. While this report had not been received at the time of writing this report, all indications to date is that a positive report will be received. This report must be included within the CD and will be tabled at the meeting.

Prior to council adoption of the final LTP, Audit New Zealand is scheduled to undertake a final audit of the draft LTP between 2–5 June 2015.

Consultation

The next step in developing the LTP is formal public consultation. A month long consultation period is planned from 24 March–24 April. A series of public information meetings are scheduled for Kaitāia (30 March), Kerikeri (31 March) and Whāngārei (1 April). The purpose of these meetings is to provide an opportunity for council to engage with the community explaining the key proposals and to enable members of the community to ask questions.

Written feedback can be received through a number of channels including via:

- council Facebook and Twitter accounts;
- online feedback form;
- emails; and
- hardcopy feedback forms and letters.

As a result of amendments to the LGA, hearings are no longer a requirement, with the intention that more informal opportunities are provided for the public to have face-to-face engagements with local authorities. In response to this, and recognising that many people will still expect the traditional opportunity to speak to their submission, a second series of public feedback meetings have been scheduled. These will be held during the week of 4 May in Kaitāia, Kerikeri, Kaikohe, Whāngārei, Dargaville and Kaiwaka. Specific dates and times have not yet been set, however, they will be publicised throughout the consultation period. People will be asked to register their interest to speak at these meetings prior to 24 April.

Please refer to agenda item 8.8 for further details around the consultation process.

Deliberations and adoption

The LGA requires that local authorities adopt their LTP before the end of June 2015. In order to meet this deadline, it is proposed that a deliberations meeting (open to the public) be held on 18 May and that the Long Term Plan 2015–25 be adopted at the council meeting on 16 June 2015.

ISSUE: NRC's Long Term Plan – Feedback Period**ID:** A729972**To:** Council Meeting, 17 March 2015**From:** Vibeke Wright, Advisor to the CEO**Date:** 5 March 2015

Report Type:	<input type="checkbox"/> Normal operations	<input checked="" type="checkbox"/> Information	<input checked="" type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input type="checkbox"/> Legislative function	<input checked="" type="checkbox"/> Annual\Long Term Plan	<input type="checkbox"/> Other
Significance:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Executive summary:

The purpose of this report is to seek confirmation of the council's approach to enabling feedback on the Consultation Document (a summary of the proposals to be included in the Long Term Plan 2015–2025). Changes to the Local Government Act 2002 (LGA02) have provided more flexibility for councils and communities to engage during this period. Those options and a recommended approach are outlined in this report.

Legal compliance and significance assessment:

The matters considered by this report comply with the feedback and consultation provisions of the Local Government Act 2002 and form part of the council's obligations to adopt a compliant Long Term Plan no later than 30 June 2015. While the issue of public engagement is a significant matter, this report deals with procedural matters. It therefore, in itself, does not trigger the council's policy.

Recommendations:

-
1. That the report, 'NRC's Long Term Plan – Feedback Period', by Vibeke Wright, Advisor to the CEO, and dated 5 March 2015, be received.
 2. That the council confirms the approach outlined in this report ('NRC's Long Term Plan – Feedback Period') for enabling feedback to the Consultation Document.
 3. That pursuant to Clause 32 of the 7th Schedule of the Local Government Act 2002 the council delegates to councillors its function under s83(1)d) of that Act, i.e. to meet with and interact with persons within their constituent area who wish to present their views on the proposals contained within the Consultation Document, provided appropriate staff support is in attendance at such meetings to document the feedback.
-

ITEM: 8.8

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Report:

At the workshop held on 3 March 2015, the council discussed its approach to enabling feedback from the public on its draft proposals contained within its Consultation Document (CD).

The CD provides a summary of the matters that are proposed for inclusion in the Long Term Plan 2015–2025. It identifies the key issues and choices facing the local authority and region, the consequences of those choices and seeks community feedback.

As councillors are aware, consultation requirements under the Local Government Act 2002 (LGA) have been changed to provide more flexibility and less formality for interested people to provide feedback, and to simplify the process and reduce costs on councils of administering the feedback.

These changes have prompted staff to recommend that the council confirm an approach for enabling feedback that will consist of the following 'high-level' steps:

1. Notification through various channels (print ads, radio, social media, stakeholder letters, etc.) of the availability of the CD and the opportunity to provide written feedback between 24 March and 24 April 2015.
2. Holding three evening information meetings shortly after the start of the feedback period in Kaitiāia (30 March), Kerikeri (31 March) and Whāngārei (1 April).
3. Providing an opportunity for interested persons to interact with and present their views in person to councillors, whether they have made a written submission or not. These opportunities are likely to occur between 4 and 8 May 2015, depending on public appetite, and targeting the communities of Kaitiāia, Kerikeri, Whāngārei, Kaikohe, Dargaville, Kaiwaka.

Previously, the hearing of submitters was limited to those who made written submissions. These meetings were also required to be conducted in accordance with the Local Government Official Information and Meetings Act 1981.

As part of the greater flexibility permitted by the new legislation, council can delegate its function to create opportunities for interested persons to convey their views and interact with the council on its draft proposals. Staff therefore recommend that for the public feedback meetings to be conducted in early May, the council delegate the function of receiving views and interacting with interested persons to councillors, with the provisos that:

- a. At least one constituent councillor and the Chairman (or his delegate) must be in attendance at each meeting;
- b. Each meeting will be supported by staff to document the feedback;
- c. That persons wishing to address a meeting will need to register their intention to do so no later than 24 April 2015; and
- d. The meetings will be open to the public.

While these meetings will be similar to the traditional 'hearing' style format, they are intended to be a lot less formal and those presenting do not need to have previously lodged a submission.

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It is noted that councillors expressed, at the 3 March 2015 workshop, a desire for as many councillors as possible to attend each feedback meeting.

4. Promoting the option of providing feedback electronically, through the council's online consultation portal and social media, whilst retaining the option for persons to complete a paper feedback form or write their own submission.

It is further proposed to delay deliberations on the Draft Long Term Plan until 18 May 2015 (formerly 15 May) to provide additional time for both staff and councillors to consider the feedback and form recommendations for any amendments to the Draft Plan that arise from it.

ITEM: 9.1

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ISSUE: Chairman's Report to Council**ID:** A726793**To:** Council Meeting, 17 March 2015**From:** Bill Shepherd, Chairman**Date:** 6 March 2015

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 month of February 2015.

Legal compliance:

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

Recommendation:

That the Chairman's report dated 6 March 2015 be received.

Meetings/events attended:

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

- Meetings attended with the council's CEO, Malcolm Nicolson:
 - Hon. Louise Upston, Associate Minister of Local Government, along with Mayor Sheryl Mai and Mark Simpson, CEO, Whangarei District Council – Kaipara governance issues.
 - Regional Sector Group meeting held in Wellington.
 - Northland Mayoral Forum hosted by Northland Regional Council.
 - Tania McInnes, Deputy Mayor, and Colin Dale, CEO, Far North District Council; Andy Nock, CEO, Far North Holdings Limited; and Carolyn Smith, Department of Conservation – property Elliot Bay to Parekura Bay inlet.
 - Site visit to Greer Farm, Kai Iwi Lakes.
 - Meeting in Auckland with Hon Paula Bennett, Minister of Local Government – local government reform and economic development in Northland.
- Interview by Māori TV – Millan Ruka's reports.
- Master of Ceremonies for launch of Tai Tokerau Northland Growth Study held at the Turner Centre, Kerikeri.
- Sue and I attended a Navy reception on board HMNZS Te Kaha as part of the Waitangi Day celebrations.
- Sue and I attended the Governor General's celebration of the 175th anniversary of the signing of the Treaty of Waitangi at Government House.
- Warren Moyes, Chairman, Northland Inc. – catch up meeting.
- David Wilson, CEO, Northland Inc.; and Laura Burns and Sidney Quintal, Creative Northland – building business capability for creative arts sector.
- Introduction meeting by Statoil - Dr Pål Haremo, Vice President of Exploration, Brynjulv Kløve, Country Manager, New Zealand, Jan Trønningssdal, Principal Consultant Sustainability, and Peter Fitzjohn, Client Director, SenateSHJ.
- Warren Moyes, Chairman, Northland Inc. and I travelled to Kaitiāia to meet with Far North District Council Mayor John Carter and Councillors Tania McInnes and Di Maxwell – economic development.
- Travelled to Kaitiāia to meet with Monty Knight, the new councillor for the Te Hiku Constituency.
- Attended a two day Making Good Decisions Foundation Course in Auckland.
- Local Government New Zealand Zone One meeting in Auckland.

Correspondence:

During February I sent out the following correspondence:

Date	Addressed To	Subject
18.02.15	Kauri Coast Recreational Society Inc.	Letter of support for funding application to complete Stage 1 of the Memorial Park Sportville Concept

ISSUE: Chief Executive's Report to Council**ID:** A726657**To:** Council Meeting, 17 March 2015**From:** Malcolm Nicolson, Chief Executive Officer**Date:** 6 March 2015

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 6 March 2015 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. Environmental Monitoring for the period 1-28 February 2015.

9.2.1 CROSS DISCIPLINARY PROJECTS**Waiora Northland Water**

A full Waiora Northland Water update was reported in the 23 February 2015 EMC agenda. Since that update, the following priority catchment groups have scheduled events leading up to this Council meeting:

Doubtless Bay	March meeting
Mangere	March workshop
Whāngārei	None
Waitangi	February meeting
Poutō	March workshop

Local Government Official Information (LGOIMA) Requests

During months of January & February 2015	
Number of LGOIMA requests received	7
Number of LGOIMA requests completed ≤ 20 working days	6
Number of LGOIMA requests not completed ≤ 20 working days	0

9.2.2 RESOURCE MANAGEMENT**Proposed Regional Policy Statement**

The council made its decisions on the proposed Regional Policy Statement (RPS) in September 2013. Sixteen appeals were lodged with the Environment Court.

The unresolved matters will progress to a Court hearing later this year. A special Court hearing has been scheduled in the week of 20 April to address the legal question of whether the RPS can address GE.

New regional plan

At its December 2014 meeting, the Regional Policy Committee decided to prepare a draft for public feedback (an informal process) prior to formally notifying the proposed regional plan. The committee also decided that it would be a single regional plan (there are currently three regional plans). The goal is to release the draft new regional plan for public feedback mid-2016.

The Regional Policy Committee are in the process of sorting out the logistics of how the draft new regional plan will be prepared, and confirming the templates for the structure of the new regional plan and the Section 32 report¹. This will be completed in April. Also in April the committee will begin their consideration of the content of the new regional plan, starting with air quality and hazardous substances.

Plan Change 4 (Aquaculture) to the Regional Coastal Plan

The plan change has a long history, which started back in 2001 when the government began its reform of aquaculture legislation.

Currently the plan change is working its way through the Environment Court process. In March 2013 an Environment Court hearing was held on the main aspects of the plan change – where aquaculture will be prohibited. After the hearing the Court

¹ Section 32 refers to the section of the RMA that sets out how the provisions of a plan must be analysed and justified.

requested some more information. The Court finally confirmed its decision in December 2014.

The next step is to deal with the remaining parts of the plan change. The main aspects are the policies directing how aquaculture is considered outside prohibited areas and the rules within aquaculture zones. The Court confirmed the process in early February, and it includes an opportunity for the parties to negotiate an agreement between themselves with a cut-off date of 13 March 2015.

Te Hiku Claims Settlement Bill

The Māori Affairs Select Committee held a hearing on submissions to the Te Hiku Claims Settlement Bill at Kaitiāia on Monday 2 March 2015. Cr Brown with staff support attended and presented in support of the council submission on the Bill. Council's primary points made in the submission were:

- Support for the intent of the Bill
- Concerns around the service of resource consents to the Beach Board
- The potential tension between the purpose of the Beach Management Plan to 'preserve and enhance' and implementation in RMA documents.
- The make-up of the Board in the event an additional member is required.

The Select Committee report is scheduled for 4 May 2015.

Other Resource Management Issues

Whangarei District Council – Proposed Plan Change 112 (Te Hape Village)

This plan change proposes to rezone 17 titles (approximately 21ha), adjoining the northern and eastern edge of Te Hape Village (Maunu) from the existing combination of Countryside Environment and Living 3 Environment to Living 1 Environment. A new 'indicative' road is also proposed.

A submission was lodged noting that the proposed site is located on an 'at risk aquifer' identified in the Regional Water and Soil Plan for Northland (it is at risk from high actual or potential demand for water extraction). The submission sought that the storm water management measures identified in *Appendix 4 – Engineering Suitability Report* of the Section 32 Evaluation are implemented in future development. The submission also noted the re-zoning should cater for public transport and supported the indicative road layout.

Whangarei District Council – Draft Plan Changes

The Whangarei District Council has released two draft plan changes for comment prior to formal notification (which is scheduled for mid-2015). Rural Plan Change 85(A-D) provides for several new zones for rural villages, rural living and industry. Built Heritage Plan Change 124 updates current heritage provisions and the schedule of heritage features in the district plan. Staff provided comment on technical aspects of both draft plan changes. Further opportunity for input will occur through public notification later this year.

Far North District Council – Proposed Plan Change 19 (Signs and Lighting)

This plan change proposes to change the signs and lighting provisions in the District Plan to improve the clarity and workability, better manage cumulative effects and improve the integrated management of signage and lighting activities. Submissions close on 12 March 2015. Staff assessment to date is that there is no need to lodge a submission on this plan change.

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Land use and subdivision applications

During February 2015, 5 non-notified resource consent applications were received from the district councils. No comments were lodged.

Consents***Consents in Process***

During February 2015, a total of 41 decisions were issued. A summary of these decisions is given in **Attachment 1**. These decisions comprised:

2	Moorings
10	Coastal Permits
0	Air Discharge Permits
8	Land Discharge Permits
1	Water Discharge Permits
9	Land Use Consents
10	Water Permits
1	Bore Consents

The processing timeframes for the February 2015 consents ranged from:

- 2824 to 6 calendar days, with the median time being 44 days;
- 2300 to 4 working days, with the median time being 20 days.

27 Applications were received in February 2015.

Of the 110 applications in progress at the end of February 2015:

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

Appointment of Hearing Commissioners

No commissioners were appointed in February 2015:

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

The current level of notified application processing activities at the end of February 2015 is (by number):

▪ Applications Publicly/Limited Notified During Previous Month	4
▪ Progress on Applications Previously Notified	6
▪ Hearings and Decisions	0
▪ Appeals/Objections	2

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 1–28 February 2015 is discussed below.

Further details for period 1 – 28 February are attached in the Environmental Monitoring Report (see **Attachment 3**).

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Air discharges

A total of 10 compliance assessments for air discharge consents were made, including four industrial site visits, with all assessments confirming consent compliance.

A total of 30 air quality related environmental incidents were received, most of which related to either burning and smoke nuisance or odour nuisance (16 and 12 incidents, respectively).

Ambient air monitoring results for PM₁₀ and carbon monoxide at Robert Street, Whāngārei, showed compliance with the National Environmental Standard for Air Quality (NES) during January 2015. Monitoring results for PM₁₀ at the Bream Bay College, Ruakaka, also showed compliance with the NES during January 2015.

A continuous PM₁₀ monitor has been installed at 167 North Road, Kaitiāia. This will have the dual purpose of monitoring ambient PM₁₀ levels in the Kaitiāia airshed and the impact of emissions from the Juken New Zealand Limited mills at Kaitiāia on those PM₁₀ levels.



PM₁₀ monitoring site at 167 North Road, Kaitiāia

Coastal

A total of 57 consented activities were monitored, 46 of which were fully compliant and 11 non-compliant. There were no significantly non-compliant activities.

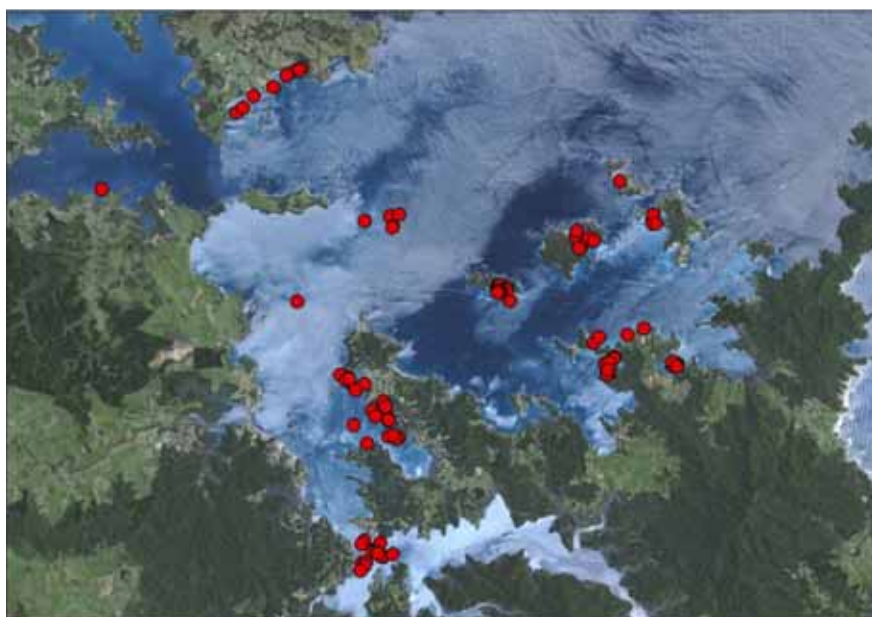
Activities monitored included coastal structure and coastal discharge sampling. The “5 in 30 day” water quality sampling run for the Whangaroa marina was commenced and those for the Ōpua and Ashby marinas were completed. The water quality sampling run for Refining NZ receiving waters was also undertaken.

Water quality results for the Kaipara Harbour sampling run indicated that nutrient levels were generally above relevant guidelines at upper harbour sites while faecal indicator bacteria levels were low at all sites.

The summer marine pollution patrols were concluded this month. 170 vessels were surveyed in total. The results showed that 75% of boats had a holding tank or porta-potty, 9% had a treatment system and 8% had no means of complying with the marine pollution regulations. Some 2% of boaties used shore based facilities and 5% did not answer the question.

Origin of vessels	%
Northland	46%
Auckland	25%
Foreign	24%
Other NZ	5%

The Estuary Monitoring Programme for 2015 commenced at four estuaries (Kerikeri Inlet, Ruakaka Estuary and Whangaroa and Whāngārei Harbours) to assess the ecological health of those estuaries and changes in estuary health



Location of vessels surveyed during 2014-15 marine pollution patrols in the Bay of Islands

over time. This involves sampling the biological communities and the physical (sediment particle size) and chemical properties (nutrient and metal contaminant concentrations) of the sediment, at 11 sites across the four estuaries.

Hazardous Substances

Three hazardous substances incidents were investigated and resolved.

A total of 15 enquiries regarding contaminated land were received and responded to.

The collection of hazardous substances continued during the reporting period.

Land use monitoring

There were 51 monitoring events during the period, 40 of which were found to be fully compliant with resource consent conditions and 11 non-compliant. There were no significantly non-compliant activities.

Water quality and discharge monitoring

A total of 69 consented activities were monitored, 61 of which were found to be fully compliant with resource consent conditions and eight non-compliant. There were no significantly non-compliant activities.

Council staff attended a Hikurangi Swamp Scheme Working Group meeting at which no issues were raised concerning NRC. A quarterly meeting was held with FNDC and its contractors to discuss problems in relation to its wastewater treatment plants.

Environmental Incidents

A summary of environmental incidents for the period 1 – 28 February is provided in the Environmental Monitoring Report (see **Attachment 3**).

Enforcement

There were no abatement notices, infringement notices, or formal warnings issued during February.

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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 has pleaded guilty to the charges and the case has been adjourned until 9 April 2015 for sentencing.

Hikurangi Swamp stopbank cuts

Charges have been laid against three farmers for cuts made to stopbanks during July 2014. Two farmers have pleaded guilty and will be sentenced in the Whāngārei District Court on 7 April 2015. The farmer who has pleaded not guilty will next appear on 7 April 2015 for a case management hearing.

Biosecurity**Community pest control**

During February biosecurity staff were invited to attend several hui at Rāwhiti concerning the aerial application of 1080 possum pellets surrounding the Rāwhiti peninsula. The proposal has been put forward by members of local hapu and biosecurity staff consider that using 1080 in this way would be the most cost effective method for this steep area. The project would also complement the pest control work that has been underway in the adjacent Hauai CPCA area and nearby islands.

The purchase of possum control materials is also underway for Warawara forest and installation of possum bait stations is expected to begin in mid-March.

Marine pests**Mediterranean fanworm**

During February Notices of Direction to Marsden Cove Marina, Marsden Maritime Holdings, and Marsden Cove Canal Management Company were issued concerning the need to destroy fanworm. Marsden Maritime Holdings have advised they wish to comply with the notice and they expect to begin the work before 6 March. Fanworm removal by the other companies involved must be commenced on or before 30 March and staff are monitoring progress.



Northland Underwater Technical Services assisted biosecurity officers with the development of audit procedures aimed at monitoring the effectiveness of the work undertaken by the companies to destroy fanworm. The audit procedures will be trialled at Port Nikau in late March.

A barge slipped at Ashby's Boat yard in Ōpua was found to have a significant population of fanworm growing on its hull. An infringement notice under the RMA is being issued to the barge company involved.

Other marine pests

Biosecurity officers assisted on the MPI/NIWA biosecurity port survey in Ōpua mid-February. No New marine pests or range extensions were found, and it was noted that there was significantly less *Eudistoma elongatum* around the area this year compared to previous seasons. The *Botrylloides giganteum* response was called off by MPI due to the fact a large number of historical samples were identified as this

species. There is still a request for collections to be made so DNA analysis of the species can be performed

Pest Plant Control

Spartina

Staff controlled seven Kaipara Harbour spartina sites involving Takahoa Bay (Kaiwaka), Webber Bay (Tinopai), Linton Road (Batley), Oneriri and Sheeins Creek (Poutō) using backpacks to apply the herbicide.

A new Kaipara Harbour spartina site was also reported by the coordinator of the Linton Road Biosecurity Fund project on a recently purchased property, near Batley. This small site is can be controlled using hose and gun.

Spartina control continues to make steady progress with only an occasional stem being found on the sites which have been managed long term throughout Northland. The project has emphasised the need to ensure all sites are resprayed until eradication is achieved as staff have observed regrowth on sites which have not received repeated treatments.

Lantana

Follow-up control of lantana has been undertaken in the Far North and around Dargaville to slow the spread of this weed and new rust which affects the plants growth is to be released on to lantana near Tauranga Bay in the far north in early March. It is hoped further releases of this new biological control agent can be arranged in mid-autumn when the weather is potentially more suitable.

Tradescantia



Between 2011 and 2013 a number of releases of *Tradescantia* (Wandering Jew) beetles were made in Northland. All beetles are small, about 2-3mm long, and feed exclusively on the weed *Tradescantia*. There are three different beetles: one feeds on the stems (a knobby black beetle), one feeds on the adult leaves (a shiny bronze-coloured beetle) and one eats out the tips of the plant (a black and yellow striped beetle). The beetles were approved for release in New Zealand by the EPA.

Recent visits to tradescantia beetle release sites in Northland have shown the beetles establishing well. Each site has had a different beetle released and some sites have done so well already that our biological control contractor, Jenny Dymock, has begun harvesting and moving beetles to new sites. The tip feeding beetle appears to have survived the last big flood at Kaeo as well which is promising.

Individually the beetles damage and weaken the plant but collectively they are very efficient at keeping this plant to a very low incidence in its home range in Brazil. The beetles complement each other and so far look as though they will fulfil their promise here in Northland in being an effective bio-control for this invasive forest floor weed.

Argentine Ant Monitoring

Argentine ant monitoring at Ocean beach and Bland Bay has indicated very low pest any populations however Basil road at Whāngārei heads has had a further incursion which will be treated over March.

Field days

Biosecurity staff had a significant presence at the annual, three day event, with five of the 13 NRC staff attending each day, from the biosecurity team.

Mustelid inquiries were the most common, particularly stoat control; with possum control a close second. There were a wide variety of other pest inquiries including control of myna, magpie, argentine ant, feral cat, rabbit and rosella's damaging stone fruit. Pest plant enquiries were continuous and there were a few notifications on new reportable weeds sites, such as Mile-a-minute (*Dipogon lignosus*) and Yellow Flag Iris (*Iris Pseudocorus*). Members of the public also took great interest in the pest fish and pest plant displays in the model garden.

This year the NRC had a large Kauri Dieback display at the entrance to the NRC field days site which generated a lot of interest from the public. The display was jointly managed by NRC biosecurity staff and MPI – Kauri Dieback staff. The main messages being portrayed by the display and staff focused on preventative measures people can take to stop the spread of PTA disease and NRC's role in assisting landowners to prevent and manage the disease on private land. Biosecurity staff made up over 200 small cleaning kits which were given out to encourage people to clean and spray their footwear before and after entering kauri forests. Each cleaning kit contained a Kauri Dieback brush, a 500ml bottle of disinfectant spray (Sterygene) and some information books about the disease.

9.2.3 RIVER MANAGEMENT

Awanui

Resource consent applications for modification of the intake to the Whangatane Spillway are planned for lodgement by end of March.

Annual scheme maintenance work is approximately 75% complete, with longreach digger work completed on the lower Awanui. Tarawhataroa grade control work will start next. Spraying is approximately 50% complete, with flood gate inspection, maintenance and replacement progressing.

Kaeo-Whangaroa

Stage 1 Kaeo flood scheme tidy up works are complete. Stopbank crest survey to check settlement rates has been commissioned.

Annual maintenance works in the Whangaroa Streams catchments are underway.

Kerikeri-Waipapa

Resource consent and designation applications for the Kerikeri River flood scheme have been accepted for processing. Considerable effort is being made to consult with landowners over the easements and land required for the scheme. Public Works Act notices and agreements have been served on landowners.

The draft prefeasibility investigation, design and cost estimation of a dam on the Kerikeri River has been received. Staff have provided comment and are awaiting the final report, which will be presented to the Liaison Committee.

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Waitangi

Consultation with stakeholders for the resource consent to enable landowners to undertake stream bank erosion protection works between State Highway 1 and State Highway 10 on the Waiaruhe River has been undertaken.

Whāngārei***Kotuku Dam Update***

The stream diversion was completed on 19 February. A decision on whether the project can be completed in the current works season is expected to be made during March.



Inlet shaping and Gabion placement



Stream Diversion – Inlet channel for the service spillway

Whāngārei Rivers Maintenance Works

Bank stabilisation work has started along Raumanga River lower reach near Jubilee Park Rugby field.

Kaihu

The 2014-15 maintenance works programme is nearing completion.

A river inspection via boat was completed to assess the cleaning and bank stability. Some targeted bulrush spraying was identified to be added to this year's spray programme.

Ngunguru

Two local contractors have expressed interest in gravel extraction; staff are facilitating this with landowner consultation and working through access arrangements.

Minor Rivers

The table below summarises the scheduled minor river works programme.

River	Description of Work Programmed for Current Season	Proposed Start Date/Status
Awanui - Bells Hill Drains	Clean Drains	May-15
	Reprofile cutoff drain	Completed
	Inclinometer read March 2015	Mar-15
Pawarenga Streams	Minor clean -up (vegetation/sediment removal)	If required
Rotokakahi @ Pawarenga Bridge	Follow up maintenance for Groynes if required (contingency)	As required

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River	Description of Work Programmed for Current Season	Proposed Start Date/Status
Mangonuiowae/Broadwood	Stream bank protection	Completed
Waihou/Rahiri-Rangiahua	Lower Berm Rahiri Settlement Rd	On hold
Panguru and Lower Waihou	Gravel management around bridges	April-15
Waitangi	Gravel management at Lily Pond	Mar-15
	Willow spraying/removal	Completed
Waima	Channel maintenance	Mar-15
	Lodge resource consent for gravel management	Completed
Awapokonui/Pakanae	Follow up spraying of Arundo Donax	Completed
Waimamaku	Gravel works at Wekaweka Road and Mason Dwelling	Completed
Otiria	Test pit investigations	Not to progress
	Tree removal	Underway
	Lodgement for spillway resource consent	Not to progress
Helena Bay	Tree / Gravel management	Underway
Ngunguru	Gravel management resource consent	Completed
	Gravel extraction / Willow poison	Completed
Kawakawa	Tree felling at Tirihonga and willow drill and kill Waioio	Completed
Otaika	Tree removal follow-up / poison	Completed
Paparoa	Gravel and Timber Extraction	Underway
Mangaturoto	Tree poisoning / removal	Completed

Natural Hazards**LiDAR**

Wairoa and Paparoa surveys are in progress.

Initial consultation has been held with MPI on acquiring region wide LIDAR coverage. This has been estimated to cost \$1.75 million.

Coastal Hazards

A coastal flood hazard assessment project has been commissioned, with completions scheduled for mid-year.

Land Management**Environment Fund**

Year to date \$701,353.45 of the Environment Fund budget has been allocated (to a total of 140 projects). There was no January or February delegated authority.

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Farm Water Quality Improvement Plans (FWQIP) from 1 July 2014 to 28 February 2015

Year to date a total of 73 FWQIP's have been commenced, 59 FWQIP's have been completed, with a further 30 in progress.

Status of FWQIP	Farm Type	Far North	Kaipara	Whāngārei	Total
Plans Commenced : 1 July 2014 to 28 February 2015	Drystock	30	7	18	55
	Lifestyle	4		2	6
	Dairy	1	5	6	12
		35	12	26	73
Plans Completed: 1 July 2014 to 28 February 2015	Drystock	22	5	19	46
	Lifestyle	2		2	4
	Dairy	1	1	8	10
		22	5	18	59
Plans still in Progress	Drystock	13	3	6	22
	Lifestyle	1		1	2
	Dairy		3	3	6
		14	6	10	30

Integrated Kaipara Harbour Management Group (IKHMG)

The next IKHMG quarterly hui is to be held at Reweti marae in Waimauku on 3 March. The final report on the Kaipara Moana event held November 2014 will be presented at this meeting.

Biodiversity

Two biodiversity staff attended the Wetland Construction workshop organised by Fish and Game Council with USA expert Tom Biebighauser. This involved a mix of classroom and hands on work. Three small wetlands were created on a farm at Whakapara. Techniques covered the use of underground or groundwater dams which, in certain situations are superior to damming watercourses or using dam walls. Underground dams, using Tom's methods, hold water, last forever and require no maintenance. This method will be useful to Land Management and other staff as it is relevant to farmers and landowners so footage and information was compiled into a short video.

Coastcare

CoastCare visits were made to Ahipara, Maitai Bay, Tokerau Beach, Rangiputa and Taipā to monitor, inspect dune restoration works and plan planting and other works required for next year.

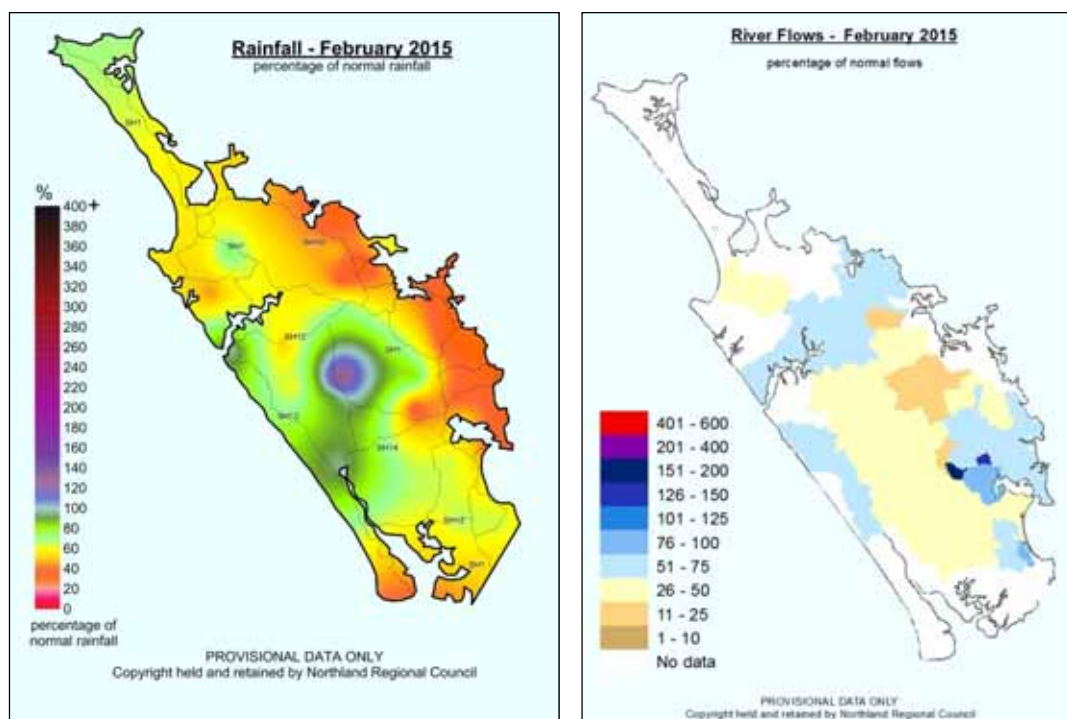
Hydrology***Rainfall, Ground Water and River Flows***

- High pressures were dominant over New Zealand during February, with lower pressures to the north of the country. After a cool start to February, temperatures returned to more normal levels. For most of the country, temperatures for the month as a whole were near average.
- Most locations received more rainfall in February than recorded in January. Heat showers or thunderstorms occurred over some areas, but rainfall was very patchy.

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- Overall, it was dry for most locations throughout Northland with the occasional thunderstorm making a slight difference in central areas.
- Soil moisture deficits around Kaitiāia, Kaikohe, Dargaville and Whāngārei are only slightly below normal for this time of year, while the area around Kerikeri is much drier.
- Groundwater levels were still maintained at normal levels for this time of year, while river flows, although below average for February, are still to reach their mean annual low flows.
- Groundwater levels and river flows continue to be closely monitored as the drier conditions prevail.

Rainfall Map and River Flow Maps for February 2015***MetService March Outlook and Current Ocean Conditions***

Seas around New Zealand are warmer than usual and should remain so for much of March, helping with warmer temperatures. The highs, which have had a tight grip on the country, look to exit the region to start the month. During the first week of March northerly winds will bring some much-needed rainfall to northern and western regions of both Islands. Temperatures during the first week of March are expected to be above average.

During the second week of March, the highs return to the South Island, with a return to relatively dry conditions there. However, Northland may well receive further rainfall, with easterly winds prevailing.

For the second half of the month: near average temperatures for the east coast of both Islands, but above average elsewhere. Intermittent and patchy rain continues over much of the country.

The Southern Oscillation (ENSO) indicators are currently within neutral bounds. The latest 30-day Southern Oscillation Index (SOI) is now sitting around zero. This is the time of year when ENSO events typically decay, and computer models of ENSO are

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least reliable. For New Zealand, the three factors of importance as we move into March are the persistence of Highs over the country, local sea temperatures, and how active the tropics are to north of New Zealand.

NIWA Three Month Outlook - March to May 2015

During March – May 2015, mean sea level pressures are expected to be slightly below normal over New Zealand and below normal to the north and east of the country. This pressure pattern is expected to be associated with anomalous flow from the easterly quarter.

Coastal waters are forecast to remain in the above normal range especially along the west coast of the country for the March – May 2015 period.

The official end of the 2014-2015 southwest Pacific Tropical Cyclone season is April 2015. The risk of having an ex-tropical system coming within 550km of the country during the forecast period (March – May 2015) remains slightly elevated compared to normal.

The table below shows the probabilities (or percent chances) for rainfall, temperature, soil moisture and river flows over the following three months for Northland, Auckland, Waikato and Bay of Plenty.

	Temperature	Rainfall	Soil moisture	River flows
Above average	45	25	20	15
Near average	40	35	30	30
Below average	15	40	50	55

9.2.4 ECONOMIC DEVELOPMENT

Northland Economic Quarterly

The seventh issue of the Northland Economic Quarterly (NEQ) newsletter was published on Wednesday 4 March and distributed to councillors by e-mail. The annual and spotlight sections of the NEQ drew on information available on the Northland Region Economic Profile that was presented at the February council meeting. The current and past issues can be found on the NRC website at: www.nrc.govt.nz/economicquarterly.

9.2.5 HAZARD MANAGEMENT

Ministerial Award

The Minister of Civil Defence presented a Ministerial Silver Award to the Northland CDEM Group at a ceremony and reception at Parliament on 24 February. A delegation from the group attended the ceremony and received the award.

The citation accompanying the Silver Medal read as follows –

This award is in recognition of the tireless effort of the many staff and volunteers from the Northland Civil Defence Emergency Management Group during a series of three storm events in July 2014. As well as community leaders and volunteers, the Group comprises emergency services, local authorities, the Welfare Advisory Group and Lifeline Utility Group members and agencies involved in recovery, including the Northland Rural Support Trust.

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On the night of 8-9 July 2014, communities in Northland were hit with 180kph winds and up to 150mm of rain. Power outages affected some 30,000 consumers, and widespread telecommunications outages affected communities as well. Although most services were restored within 48 hours, some isolated areas were without power for over a week.

A second storm event starting overnight on 12-13 July saw further heavy rain and extensive flooding. Rainfall totals for four days reached 524mm in one area - 140 percent of average annual rainfall. Sadly this event resulted in one fatality; though in another part of Northland, emergency services successfully rescued three stranded travellers.

The final storm in this sequence hit the region on 19 July and again resulted in widespread flooding and evacuations. CDEM Group staff and volunteers yet again came to the aid of stricken communities through well-coordinated and practised civil defence emergency management arrangements. The response to communities across these three events was of the highest standard.

The Northland Civil Defence Emergency Management Group as a collective is well-recognised throughout New Zealand as being well-prepared. The efforts put into developing community level plans, cross-agency coordination plans and response and recovery arrangements have had positive results yet again for the region.

Metservice Warnings and activations

Date	Event	CDEM Action
4 February 2015	Severe Weather Watch	Monitored

Monitoring and Evaluation

Members of the Northland CEG held a combined workshop on 14 February to review and consider the contents of the MCDEM Monitoring and Evaluation report. During the workshop members focused upon areas of improvement that were highlighted in the report. Outcomes identified in the workshop have been developed into a draft set of Opportunities for Improvement which have been reviewed and approved by the CEG. OFI's identified will now be incorporated into current or future work plans dependent upon priority. MCDEM have also been advised of the outcomes and a copy of the OFI lodged with them as requested in the earlier report.

CDEM and CEG

The Northland CDEM Group and Coordinating Executive Group both held meetings on 3 March 2015.

Plan review

The second Northland CDEM Group Plan was adopted in March 2010 (the first plan was adopted in 2004) and is due for review. A project plan setting out the detailed process for a review of the existing plan has been approved by the CEG with the intention of having the updated plan approved by the CDEM Group at the December 2015 meeting.

Exercise Shakeout

MCDEM have advised that planning is well underway for New Zealand ShakeOut 2015. The time and date for the earthquake drill has been set at 0915 hours on 15 October 2015. This date ties in with international ShakeOut events and has the approval of the Ministry of Education. This year MCDEM are aiming to have 1.5 million people register to take part.

Business Continuity Plans

The Northland BCP programme is currently being evaluated and modified to ensure maximum engagement from the business community. A workshop around Business Continuity will be delivered to Volunteering Northland and their member organisation

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on 17 March 2015. Discussions are also underway to deliver a workshop to the Northland Kindergarten Association.

MCDEM are facilitating the National Business Continuity Discussion Group. This is a small discussion group with Business Continuity specialists and will be held on 5 March 2015 in Wellington. Northland is represented on this group by Kim Abbott.

Vulnerable Groups

Following the two successful Vulnerable Groups workshops in 2014, further workshops are planned for April in Kaitiāia and for Whāngārei and Kaipara districts later in the year. Additionally, presentations will be given at other organisations and communities as required, with bookings at Alzheimer's Northland and with the local Fijian community.

The International Day of People with Disabilities Expo was held at Toll Stadium on 2 December 2014. This was hosted by Taiho Trust and was attended by various organisations including members from the Northland Civil Defence Team.

Electronic Community Response Plans (eCRP's)

To date there are 15 eCRP's available to be viewed and downloaded on the Northland Regional Council website. Additionally, 20 plans are in the process of being developed either within the communities or electronically using InDesign software.

Youth in Emergency Services (YES) Programme

Kawakawa/Moerewa has been confirmed as the location for the 2015 Youth in Emergency Services programme. Workgroup planning meetings are underway and the following organisations have confirmed they will be providing orientation days for the candidates:

- NZ Fire Service
- Northern Rural Fire Authority
- NZ Red Cross
- St John
- Coastguard
- NZ Police/LandSAR

The dates for the programme have been set for May with the final exercise scenario and graduation dinner in June. Bay of Islands College, Te Kura Kaupapa Maori o Taumarere, Po Herenga Tangata and the Rural Beat Youth Clinic have expressed an interest in providing candidates for this year's programme.

Regional Managers Forum

The annual CDEM Regional managers Forum is scheduled for 16 and 17 March in Wellington. Claire Nyberg will be attending and representing the Northland region this year.

National Public Education Reference Group (NPERG)

The annual NPERG meeting is being held in Wellington on Friday 6 March. Kim Abbott will be the Northland representative at this meeting.

9.2.6 TRANSPORT***Draft Regional Land Transport Plan 2015-2021 and Draft Regional Public Transport Plan 2015-2025***

Submission on the Draft Regional Land Transport Plan 2015-2021 (RLTP) and the Draft Regional Public Transport Plan 2015-2025 (RPTP) closed on 30 January 2015.

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A total of 436 submissions were received from across the region, as follows:

RLTP Only	=	265
RPTP Only	=	141
Dual (RLTP + RPTP)	=	22
Nothing recorded	=	8
Total	=	436

When analysing the 287 submissions received in regard to the RLTP Only and Dual submissions, 127 or 44% relate to the matter of Matakoho Bridges.

When analysing the 163 submissions received in regard to the RPTP Only and Dual submissions, 126 or 78% relate to the request for the retention of the BusAbout Kaitāia bus service.

Hearings of submissions on both the RLTP and the RPTP are scheduled for Wednesday 4 March 2015 and Thursday 5 March 2015 in the Council Chambers of the Northland Regional Council. There are 69 submitters wishing to be heard.

Due to the extremely short time period provided for the completion of the RLTP, the Hearings Committee will move into deliberations on both the Plans on completion of the last hearing on 5 March 2015.

The Regional Transport Committee is scheduled to approve the final Northland Regional Land Transport Plan (NRLTP) 2015-2021 and the Northland Regional Public Transport Plan (NRPTP) 2015-2025 at its meeting on 1 April 2015. The plans will then be forwarded to the Northland Regional Council, which is scheduled to approve the submission of the NRLTP 2015-2021 and the public release of the NRPTP 2015-2025 to the NZ Transport Agency at its meeting on 21 April 2015.

The NZ Transport Agency must receive the Northland Regional Land Transport Plan 2015-2021 by 30 April 2015.

Due to the sheer number of submissions received and the volume of work this generated coupled with the submission hearings being held at the start of March 2015, a detailed report with regard to the bus services, Total Mobility and road safety for the Month of February 2015 will be included in the March 2015 CEO report.

Ministry of Education School Services

Staff have been advised that the Ministry will be reviewing its Whāngārei routes, commencing July 2015 and continuing through to June 2016. As a result of the review, there is a possibility that some routes will be adjusted, or in the case of those running on or near the CityLink contracted routes, could even be withdrawn. Staff have been advised that the current Ministry contracts have been rolled over to expire at the end of 2017, which could indicate changes may take effect from the beginning of 2018. Because CityLink is running at near capacity on peak services, the Ministry has been requested to be aware of Councils constrained budgets, and the importance of the Regional Land Transport Plan timelines (application to NZTA for subsidy) and both our annual and long term plan timeframes, with regards to rate takes for services.

Navigation, Safety and Maritime Operations

Oil Spill Preparedness and Response

Two oil spill incidents were investigated by staff. Both were minor spills that dispersed naturally.

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Peter Thomas from the maritime department attended the Regional On Scene Commander (ROSC) training course conducted by Maritime New Zealand (MNZ). Peter Weissing, Kaitiāia area manager also completed the course to revalidate his existing ROSC qualification. The harbourmaster attended the course as an examiner/trainer in his position as a National On Scene Commander.

Ross Watters, maritime officer, was invited by MNZ to participate in a submersible drilling vessel recovery operation in the Marlborough Sounds to gain further experience in his National Response Team role.

Planning is underway to conduct the next oil spill exercise in April which will be an opportunity for a significant number of regional responders from council, Northport, North Tugz and Refining NZ to revalidate their regional responder qualifications. All these training opportunities are expected to bolster the region's responder and on scene commander coverage and expertise.

Port and Harbour Safety

Sixteen cruise ships were piloted safely into and out of the Bay of Islands as scheduled.

The harbourmaster provided advice and peer reviewed the Harbour Safety Management System for the Fiordland area as part of the regional assistance being provided to Maritime NZ.

Four hot work permits were issued during this period. Two new port and starboard buoys were laid at the Waipapa boat ramp to assist navigation past a sandbank.

Harbourmaster's staff provided a pre-event briefing at the Beach and Boat competition in Whāngārei and also patrolled the harbour during the event.

Maritime Incidents, Enforcement and Safety

Staff dealt with 23 incidents during this period.

A vessel that had sunk on its mooring in English Bay was recovered from the water and disposed of by maritime staff.

A fishing vessel was found leaning heavily to one side after failure of internal pipe systems lead to flooding of its engine room. No pollution incident resulted due to quick response by local fire brigade and harbourmaster staff. The incident has been handed over to MNZ for follow up.

A ship that is a regular visitor to Whāngārei Harbour suffered a steering failure, but anchored safely.

During this period, four ships reportedly breached the area restricted for shipping around the Poor Knights islands. MNZ are handling these breach incidents and the harbourmaster is liaising with MNZ to pursue follow up actions. Enquiries have also been made to Maritime NZ with regard to their procedures and enforcement for these incidents.

Ongoing current incidents include abandoned and derelict boats, speeding, near misses and various mooring incidents.

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Aids to navigation

The K5 and PB1 beacons were reported as extinguished in Whāngārei Harbour however, following a report that children were seen climbing over K5 during the day, a site visit revealed that the light was missing. New lights installed.

Two buoys were repositioned after coming adrift in the Kaipara Harbour and Ngunguru River with a new buoy installed to replace K33, Whāngārei Harbour that had sustained damage and was reported as sinking.

Moorings

Work is ongoing to reduce out of service moorings and improve compliance in this area. Information flow between council and the mooring contractors is being continually improved and close liaison with the mooring contractors over the quality of service and information exchange with both the council, and the customers is a focus. The improvement of positioning information is enabling better mapping which flows onto improved decision making for new and amended moorings.

Others

Skipper assistance was provided to other departments for water quality, coastal and marine pollution monitoring in the Bay of Islands, Whāngārei and Kaipara harbours, as well as Kai Iwi and Poutō Lakes.

9.2.7 SUPPORT SERVICES**Media and Publications**

Northland's media was monitored for items relevant to council in February. 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
Te Hiku by-election and outcome	✓	14
Funding for ginger control in Far North		1
Ships breaching Poor Knights restricted area		2
Chemical incident at ReSort on February 5	✓	1
Kauri dieback and Te Uri O Hau rahui		3
Kai Iwi Lakes Open Day (post-event wrap-up)		2
Regional harbourmaster quoted in relation to yacht stolen from Opuā	✓	2
Launch of Regional Growth Strategy		9
Launch of Maori growth strategy by Iwi Chief Executives' Consortium		4
Regional Land Transport Programme 2015-18 and public meetings	✓	3
Northland Inc. – diplomats visit innovative Northland businesses, tourism statistics		2
Enviroschools	✓	2
Dust on roads (NRC mentioned in relation to testing)		2

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Jellyfish on Far North beaches	✓	1
Solution to oystercatcher problem at Kelly's Bay	✓	2
Joe Carr's column in Northland Age		1
Sheep carcasses dumped in Ahuroa River	✓	1
Local Government Reform		3
Field Days	✓	7
Funding for Twin Coast Discovery Highway		3
NRC support for Project Island Song and Bay Bush Action		2
Millan Ruka report on stock access to waterways		1
Dover Samuels' call for convention centre to be built in Bay of Islands/response from Graeme Ramsey		3
Regular Pest Watch column	✓	1
Central Government award for Northland CDEM Group		2
Strategic water management study with Northland Inc. and MPI Irrigation Acceleration Fund	✓	2
Northland Events Centre financial performance		1
Near-sinking of fishing boat in Mangonui Harbour	✓	3
Marsden Maritime Holdings result announcement		2
Joe Carr standing in by-election for Northland MP		4
Miscellaneous (members identified as a councillor, but quoted in a non-council capacity/other professional role)		6

Publications and media releases authorised/completed during February 2015:***Media releases***

- Te Hiku by-election voting period ends soon (authorised via chair's delegation to Independent Election Services)
- Wild pork pies latest tasty food treat (authorised by/quotes Bill Shepherd)
- Extremely close result in Te Hiku by-election (authorised via chair's delegation to Independent Election Services)
- Strategic water management study to take place (authorised by/quotes Bill Shepherd).

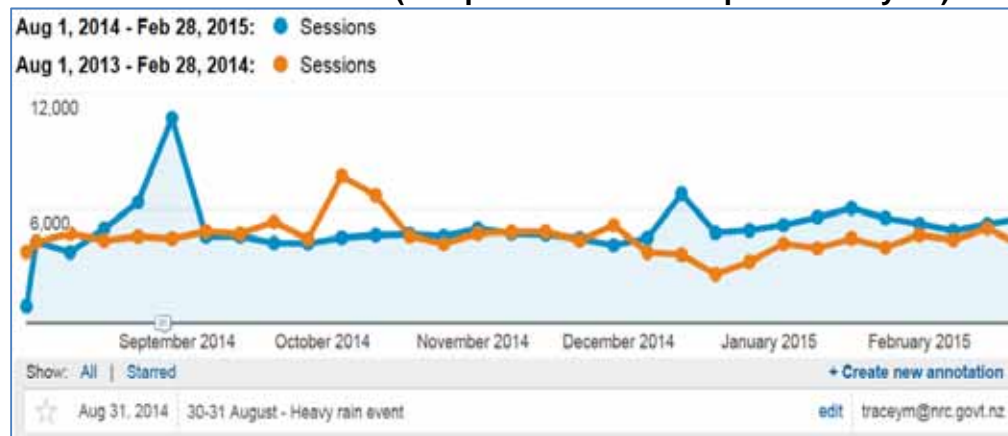
Councillor constituency columns and photographs

- The fourth suite of columns was published in February, as follows: Whāngārei Urban (Whāngārei Leader), Kaipara (Dargaville & Districts News) and Coastal South (Bream Bay News).

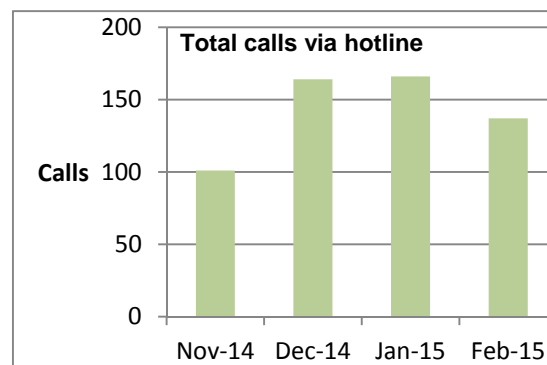
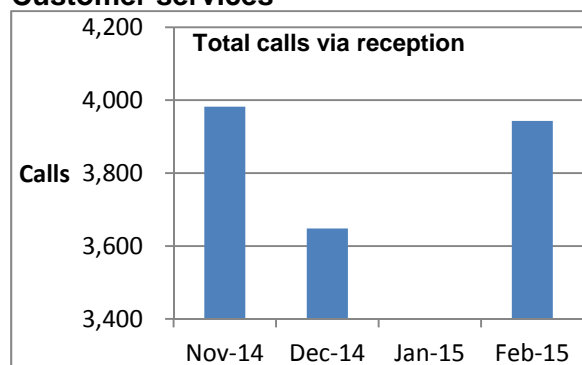
In addition, five existing pest animal brochures (possums, feral cats, mustelids, rabbits, rats) were refreshed and the bulk of the work to prepare our long term plan consultation document occurred during this period.

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Online channels**# Visits to the NRC website (compared to the same period last year):**

Key Performance Indicators	Nov-14	Dec-14	Jan-15	Feb-15
WEB				
PDF documents downloaded (Transactions)	4,090	3,713	5,303	4,103
\$ Print value of documents downloaded	12,348	10,923	14,068	15,094
E-payments made	15	15	8	13
GIS Service - Number of unique visitors	664	2,614	1,449	763
GIS Service - Number of visits	978	3,820	2,161	1,074
# subscription customers (cumulative)	999	1,016	1,029	1,044
SOCIAL MEDIA (cumulative)				
# Twitter followers	800	809	815	823
# NRC Facebook fans	571	585	600	622
# CDEM Facebook fans	3,266	3,338	3,375	3,395
# CoastCare Facebook fans	126	126	132	136

Customer services

NOTE: Due to technical difficulties, January call figures are unavailable.

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Events

Event	Date	Location	Description	Staff contact
March				
Ballance Farm Environment Awards Dinner	18	Waitangi	The award's dinner recognises and celebrates the success of entrants in the environmental awards.	Natasha
NZDIA winners field day	31	TBC	A field day hosted by either the Sharemilker/Equity Farmer of the Year or the Farm Manager of the Year as awarded at the Northland region awards for the NZDIA.	Natasha
April				
NZDIA winners field day	7	TBC	A field day hosted by either the Sharemilker/Equity Farmer of the Year or the Farm Manager of the Year as awarded at the Northland region awards for the NZDIA.	Natasha

Kai Iwi Lakes Open Day – 1 February

This event was held at Promenade Point at Kai Iwi Lakes. The main purpose of the event was to promote the values and significance of the lakes and to encourage people to check, clean, dry between waterways. Council had a large display featuring our dune lake posters, aquatic pests and weeds, terrestrial weeds and pest animals. Biosecurity and biodiversity specialist staff were available to answer questions and provide advice.

North Kaipara A and P show – 7 February

This year our display had a focus on Kauri Dieback Disease, which was very popular with the public and generated a number of enquires. Our display also featured land management, pest animals and pest plants. Staff from biosecurity, land management and community relations attended the show.

Northland Field Days (26-28 February)

This year's field days theme was 'working together' and 'taking action', with displays providing practical advice and demonstrations on what actions people can take. The idea to focus on actions and commitments originated from the ideologies of Community-Based Social Marketing. We wanted to encourage people to take action and change behaviour by including more interactive hands on displays rather than just information intensive displays. To encourage people to take action we had a commit to act photo booth where visitors wrote an action commitment up and then had their photo taken. The images were then posted on council's Facebook page which generated further engagement.

We had a large Kauri Dieback display out the front of the marquee which was very popular and reinforced the working together theme as we had the Kauri Dieback Relationship Manager help at the display on Friday. The pest animal's display was outside and attracted a large number of visitors. This year we trialled selling a small range traps which increased our customer service.

The key feature inside the marquee was a dune lake display which was supported by a video area playing our 'hidden gems' (dune lake) video. Other displays included a plant me instead weeds area, aquatic pests display complete with microscope for people to interact, land management, Waiora Northland Water and poplar and willow

displays. The number of enquires, quizzes and contact me forms completed this year increased from previous years.

We have received a lot of positive feedback about all of the displays especially the dune lake and Kauri Dieback area.

Environmental Education

Northland Regional Council Teacher Workshop

Preparation for Northland Regional Council's 2015 teacher workshop continues. The workshop's aimed at boosting teachers' environmental education action outcomes. It's based at Onerahi yacht Club and Matakoho/Limestone Island in Whāngārei Harbour. Teachers will be attending from around Northland. The event's on Thursday 26 March with bad weather backup Tuesday 31 March.

Northland Regional Council School Visits

School support was offered to teachers about water quality, catchments and coastal care.

Enviroschools

Enviroschools and CoastCare work together for Seaweed

Seaweed is an annual nation-wide series of events dedicated to marine education, action and awareness hosted by the New Zealand Association for Environmental Education.

Beginning in February, council helped co-ordinate a Northland-wide response, including events such as: a marine-themed pechakucha night with speakers from council's Biosecurity and Land Management departments, beach clean-up kits for community groups and schools provided by CoastCare and Enviroschools, community guided kayak and snorkel days facilitated by the Mountains to Sea Conservation Trust, Seaweed preschool library fun-times assisted by the Department of Conservation and Butler Point Whaling Museum experiences organised by Kiwi North.

Enviroschools regional co-ordinator hui held

From 25 – 27 February, the biannual hui for Enviroschools regional co-ordinators from throughout New Zealand was held in Nelson. Matters work-shopped include: Enviroschools census data, Enviroschools signage, Māori perspectives, Action Competence and the upcoming central government-led environmental education summit.

Enviroschools reflect on change - website update

'Enviroschools reflect on change' is a newly named page on council's website to communicate the importance of deepening and broadening a school/kindergarten community's sustainability journey. For the Enviroschools Holistic Reflection Process there are three stages: Bronze, Silver and Green-Gold. At each stage, a team of people work together to gather and share evidence, identify strengths and weaknesses and work on next steps to take.

Facilitation of Enviroschools communities

The following school communities were visited during February: Bream Bay, Dargaville High, Hurupaki, Kamō High, Mangakāhia, Mangamuka, Opononi, Peria, Pukenui, Taipā, Te Kao, Te Kura o Hato Hohepa Te Kamura, Te Kura Taumata o Panguru, Waiharara and Whangarei Boys High.

Iwi Liaison

Te Tai Tokerau Māori Advisory Committee

The Te Tai Tokerau Māori Committee (TTMAC) presented its Draft Terms of Reference (DToR) to council at its February meeting for endorsement. The DToR were subsequently ratified by council all bar one minor additional clarification under *meetings*.

Prior to the ratification of the DToR the committee (TTMAC) also met during February to discuss future work based around their purpose and vision. The committee has resolved to undertake a number of workshops in order to help inform a strategic plan moving forward from which a work programme can be developed.

At the same meeting, the committee were also provided with an update on the Regional Plans (RMA) review including the finalised *"Review of the Regional Plans – Tangata Whenua Issues and Options"*. Further information on the Regional Land Transport and Public Transport plans submission period (which closed on January 30) and an invitation from the Regional Transport Committee to participate in the subsequent hearings process for the plans.

Treaty Settlements

The Te Hiku Omnibus Bill - which includes the formation of the Statutory Board for Te Oneroa A Tōhē (90 Mile Beach) is expected to pass into legislation by mid-2015. In anticipation of settlement, OTS has drafted an implementation plan of which they sought council's advice. As the plan related in the main, to actions of the Crown and the district council, this council did not comment.

Iwi Liaison

The council's Iwi Liaison Officer attended the national conference *Te Waka Awhina* along with one staff member. Te Waka Awhina is a national conference by Māori for Māori working in local government and is held every two years.

The conference was held in Waikato. Key note speakers included Hon Te Ururoa Flavell who talked of the launch of the Tai Tokerau Māori Economic Strategy, Waikato Regional Council Deputy Chair Tipa Mahuta and Tania Maxwell councillor of Rotorua District Council who is the youngest serving councillor at the age of 21.

Preceding the conference the National Māori in Local Government working group, Te Pae Urungi met. The councils Iwi Liaison Officer is the Northern representative on the group.

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

Council's financial results for the eight months to date show an operating surplus after transfers to and from Reserves of \$412K.

Prior to the reserve transfers, the operating surplus is \$3.276M compared to a budget of \$2.457M or a variance of \$819K arising from revenue being 2% ahead of budget and expenditure being 2% less than budget.

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Capital expenditure is \$822K ahead of budget due to the purchase of the Reyburn Street property.

Aerial Photography

No further photography has been captured during February as the weather patterns during late January and February have seen long spells of fine weather and very warm temperatures. These warmer temperatures are causing cloud to build very quickly resulting in only small clearances and not suitable for the rural capture with long runs. More suitable weather conditions are typically experienced during March.

A summary of the completed acquisition is set out in the table below:

Project Area	Percentage Complete
Far North Urban	80%
Kaipara Urban	30%
Whāngārei Urban	85%
Rural Capture	10%

ATTACHMENT 1

Consents Decisions and Applications in Process

ID: A730023

The following resource consent decisions have been made since 1 February 2015.

Consent Number	Consent Holder	Consent Description
AUT.003015.02.05	Bellingham Quarries Limited	Extract rock and overburden from a quarry at Larmer Road, Kaitiāia.
AUT.003202.01.04	R F & L E O'Donnell	Groundwater take for irrigation at Maunu.
AUT.003318.01.04	Maunu Mountain Orchids Trust	Groundwater take for irrigation at Maunu.
AUT.005099.01.04	Koenendale Sands 2010 Limited	Renewal of groundwater take for irrigation at Ruakākā.
AUT.005361.05.01	Far North Holdings Limited	New pontoon and associated structures at Mangonui Wharf.
AUT.005368.01.04	Whāngārei District Council	Jetty, pontoon and associated access way at McLeod Bay.
AUT.006164.03.02	M D Clark (Estate) & A R Dixon	▪ Boatshed No. 1 at Limeburners Creek, Port Road, Whāngārei.
AUT.006164.04.01		▪ Three mooring piles Hātea River (adjacent to Limeburners Creek), Whāngārei Harbour.
AUT.006467.01.04	R G & L M Jordan	▪ Jetty in Hauparua Inlet, Kerikeri.
AUT.006467.02.01		▪ Boat ramp in Hauparua Inlet, Bay of Islands.
AUT.007046.03.02	Golden Bay Cement	Stormwater discharge at Wilsonville Quarry.
AUT.007158.01.03	Mrs M H Hosking	Replacement groundwater take for irrigation at Maunu.
AUT.007661.01.04	Vertogro Limited	Groundwater take for irrigation at Ruakākā.
AUT.008665.01.03	G D & E P Plaisted	Groundwater take for irrigation at Maungatāpere.
AUT.009959.01.02 – AUT.009959.04.01	Whāngārei District Council	<ul style="list-style-type: none"> ▪ Pedestrian bridge No. 60 at Waimahanga track, Onerahi, Whāngārei. ▪ Pedestrian bridge No. 61 at Waimahanga track, Onerahi, Whāngārei. ▪ Demolish bridges on Waimahanga tracks, Onerahi, Whāngārei. ▪ Mangrove removal on Waimahanga track at Onerahi, Whāngārei.
AUT.014357.01.02 – AUT.014357.05.02	S C & K M Lupi	<ul style="list-style-type: none"> ▪ Remove overburden, extract basalt rock. ▪ Water takes from quarry pit for purposes of quarry dewatering. ▪ Discharge stormwater from land disturbance activities to ground. ▪ Discharge water from a quarry pit to ground and water. ▪ Divert stormwater from quarry at Stanners Road, Kerikeri.
AUT.035361.01.01	R G Day	Swing mooring at Waikino Inlet.

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Consent Number	Consent Holder	Consent Description
AUT.036463.01.02 – AUT.036463.03.02	J & M Coote	<ul style="list-style-type: none"> Discharge wastewater from proposed campground at Pātāua North – Change. Activities associated with the operation of a camp ground at Pātāua North. Discharge contaminants (primarily odour) to air associated with a camp ground at Pātāua North.
AUT.037320.01.01 – AUT.037320.03.01	Rose Cottage Rotorua Limited	<ul style="list-style-type: none"> Earthworks for subdivision, Millington Road. Stormwater discharge for earthworks at Millington Road. Diversion of stormwater for earthworks at Millington Road.
AUT.037370.01.01 – AUT.037370.04.01	The New Zealand Refining Company Limited	<ul style="list-style-type: none"> Discharge to land associated with the soil and concrete stockpile removal to Mair Road. Undertake land disturbance activities and place in landfill. Divert stormwater from land disturbance activities. Discharge stormwater to land from land disturbance activities.
AUT.037376.01.01	C J Harold	On-site wastewater disposal at Whananaki North Road.
AUT.037406.01.01	United Civil Construction Limited	Take from Ahuroa River for road construction purposes.
AUT.037410.01.01 – AUT.037410.03.01	Shags Family Trust	<ul style="list-style-type: none"> Divert water at Waipapa. Earthworks at Waipapa. Stormwater discharge for works at Waipapa.
AUT.037425.01.01	D O Morgan	Swing mooring in MM4 area at Ōpua.
AUT.037465.01.01	I A Stanisich	Bore construction at Kaimaumau Road.

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 February 2015 is given 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
Northland Regional Council (Rivers) APP.037356.01.01 Lodged: 15/12/2014	Waima River flood control works	15 January to 13 February 2015	Limited notified. Four submissions received, one in support, one neutral and two in opposition.
A Brain APP.037013.01.01 Lodged: 23/07/2014	New swing mooring in Orongo Bay, Bay of Islands	5 February to 6 March 2015	Limited Notified.
Ohana Limited APP.006510.01.03 Lodged: 7/01/2015	Jetty extension in Kerikeri River	13 February to 12 March 2015	Limited Notified.
Ngawha Generation Limited APP.036992.01.01 Lodged: 18/12/2014	Replacement consents for the existing Ngawha power station. New consents for the expansion to the power station.	18 February 2015 to 18 March 2015	Public notification on the applicant's request.

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.

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Applicant	Proposal	Progress
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.
Millpara Avocados Limited APP.014520.01.02 Lodged: 31/07/2012 APP.014520.02.01 Lodged: 19/06/2012	Increase in existing groundwater take for avocado irrigation purposes, Paparore, Far North	Twelve submissions received within time, with one submitter wishing to be heard. Nine are in opposition, one in support and two neutral. One further (late) submission in opposition received. 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.
Far North District Council APP.001862.01.04 Lodged: 13/01/2014	Change to groundwater take consent from Monument Hill for Kaikohe town supply	A submission opposing the application was received from the Waikotihe Maori Reservation Trust. The Applicant, representatives of the Trust and the NRC met at Squires Springs on Friday 13 February 2015, to view the actual take and discuss the implications of changes to the conditions. Representatives of the Trust indicated that they are comfortable with the changes to the conditions and need to take these back to the Trust members to gain their approval.
Ota Point Effluent Society Incorporated APP.002724.01.04 Lodged: 24/07/2014	Replacement consent for discharge of treated wastewater from communal system to Waitapu Bay, Whangaroa Harbour	Three submissions received, all wishing to be heard, with one in opposition, one in support and one neutral. A pre-hearing meeting is to be held at Ota Point on Thursday 19 March 2015, to discuss the issues raised in the submissions.

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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.
Far North Holdings Limited APP.008385.31.01 Lodged: 5/02/2014	Ōpua Marina Stage 2 extension	<p>Appeals have been lodged by Far North Holdings Limited (FNH) relating to the conditions and by Karetu Maori Committee against the entire decision. Agreement has been reached between the council and FNH on the appealed conditions and a draft consent order has been prepared.</p> <p>A Court assisted mediation in regard to the Karetu Maori Committee appeal was held on 27 January 2015. On 25 February 2015, Karetu Maori Committee notified the Court that it was withdrawing both its appeal and its wish to be heard as a party to the FNH appeal.</p> <p>This means that it is unlikely that any Environment Court hearing will now be required.</p>

Environmental Monitoring for the period 1 – 28 February 2015

ABBREVIATIONS KEY

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

COASTAL ACTIVITIES – No significant non-compliant events were recorded during the period 1 – 28 February 2015.

DISCHARGES TO AIR – No significant non-compliant events were recorded during the period 1 – 28 February 2015.

DISCHARGES TO WATER OR LAND – No significant non-compliant events were recorded during the period 1 – 28 February 2015.

FARM DAIRY EFFLUENT DISCHARGES ACTIVITIES – No significant non-compliant events were recorded during the period 1 – 28 February 2015.

LAND USE ACTIVITIES – No significant non-compliant events were recorded during the period 1 – 28 February 2015.

WATER TAKES – No significant non-compliant events were recorded during the period 1 – 28 February 2015.

ENVIRONMENTAL INCIDENTS

Date	Reference No.	Description	Notes	Environmental Impact
24/02/2015	REQ.576210	Rubbish dumping @ Whangae Rd, Kawakawa	<ul style="list-style-type: none"> Large volume of rubbish dumped down bank. Options for removal are being investigated. Identification of offenders is being undertaken. 	Moderate

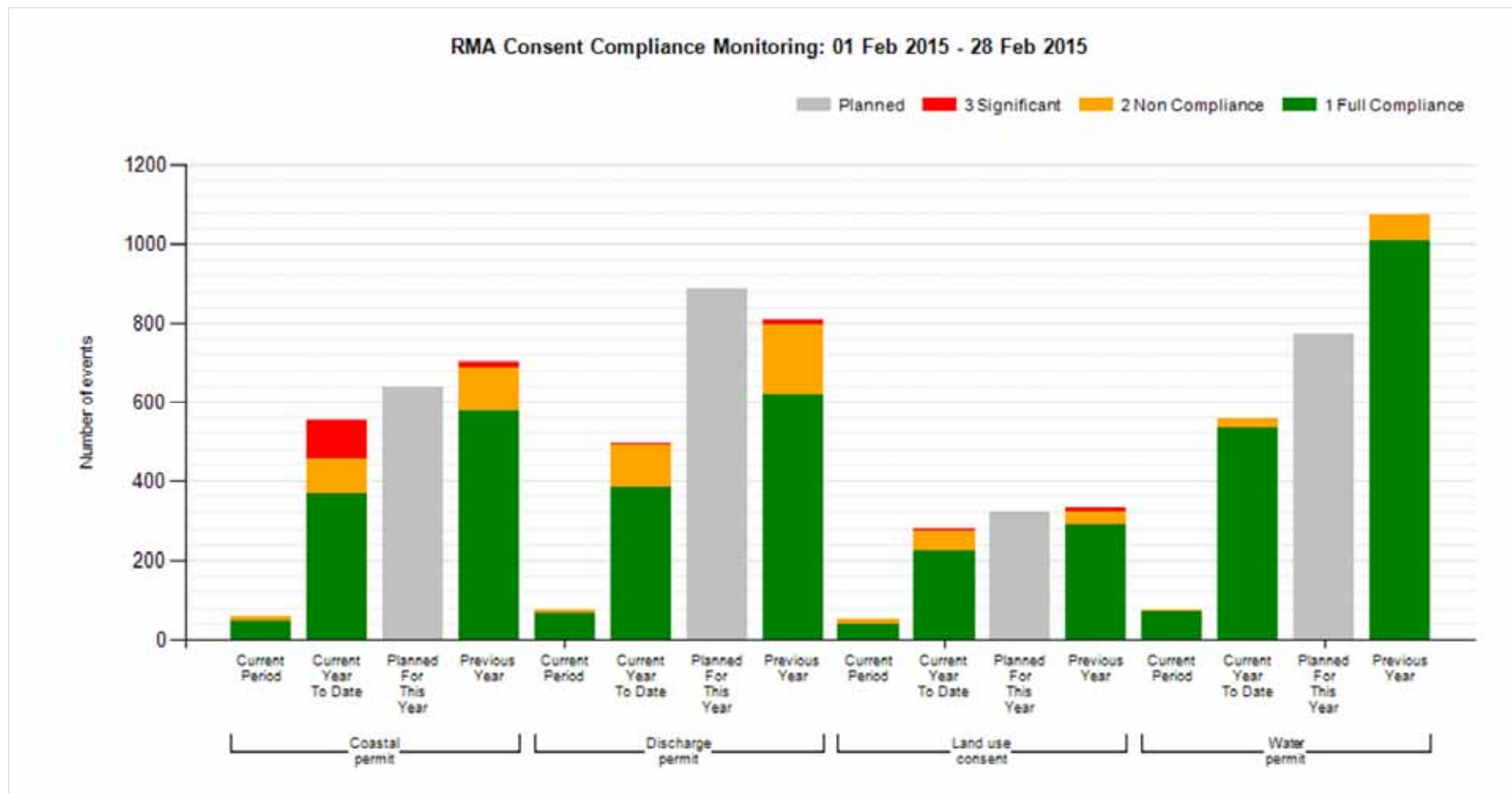
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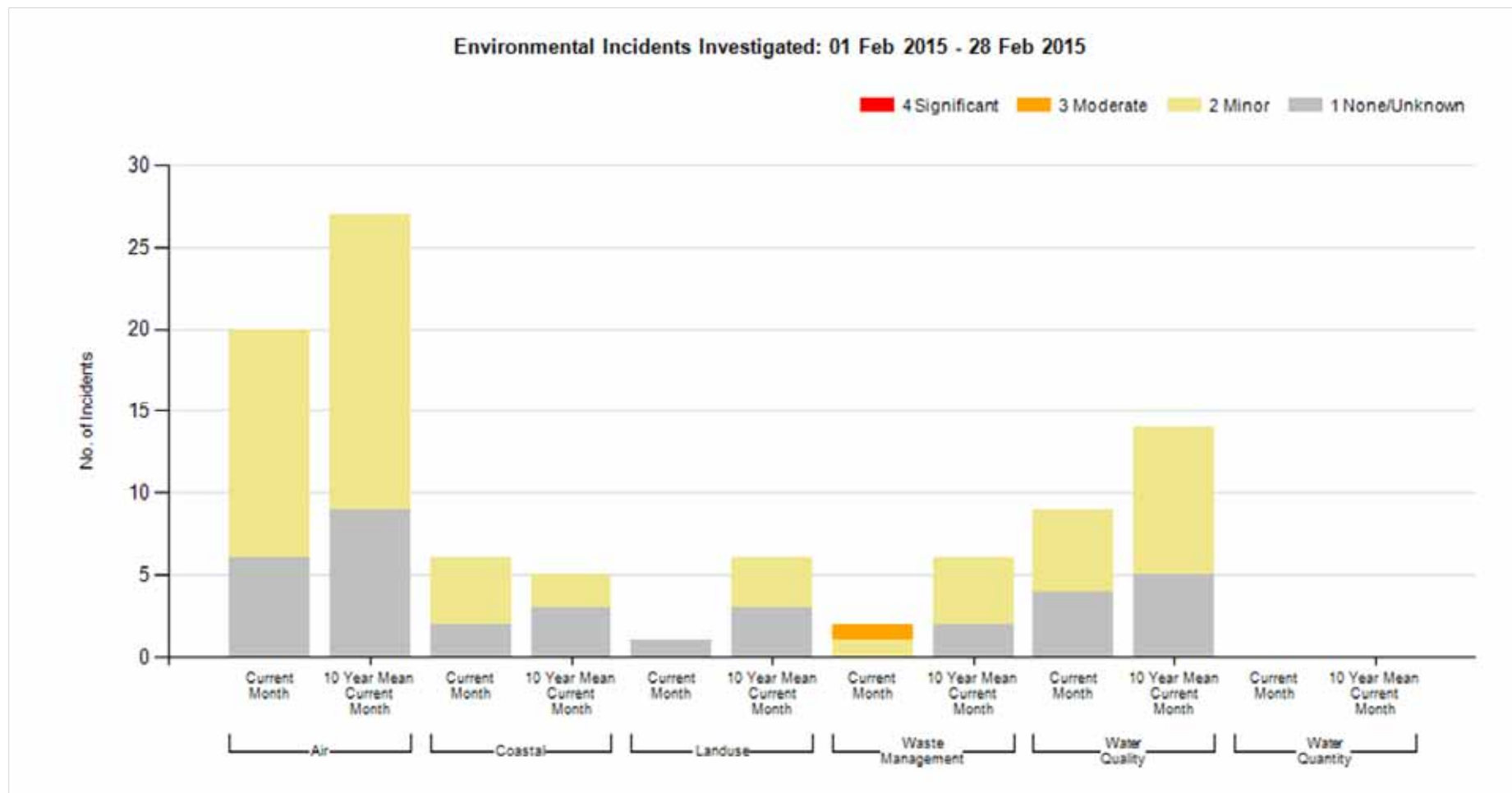
SOE MONITORING – AIR, LAKES AND WATER

Classification	Date	Project	Notes
Air Quality	25/02/2015	Whāngārei Airshed – Ambient Air Monitoring	<ul style="list-style-type: none"> Continuous ambient air monitoring results for PM₁₀ and carbon monoxide at the Robert Street site, Whāngārei, indicated compliance with the National Environmental Standard (NES) in January 2015. Sulphur dioxide results were incomplete due to equipment failure, but available results indicated compliance with the NES. Equipment failure rectified.
	26/02/2015	Marsden Point Airshed – Ambient Air Monitoring.	<ul style="list-style-type: none"> Continuous ambient air monitoring results for PM₁₀ at Bream Bay College, Ruakaka, indicated compliance with the National Environmental Standard in January 2015.
Biological Monitoring	1/12/2014	Waiora Northland Water – Freshwater Fish Monitoring	<ul style="list-style-type: none"> Fish barrier surveys completed at Otaika, Mangere and Raumanga catchments.
Catchment Investigation	28/01/2015	Waiora Northland Water – Mangere Catchment	<ul style="list-style-type: none"> Routine water quality monitoring of six sites in the Mangere catchment.
	12/02/2015	Waiora Northland Water – Waitangi Catchment	<ul style="list-style-type: none"> Routine water quality monitoring of the Mania, Pekapeka, Waiaruhe, Waipapa, Watercress and Waitangi Rivers.
Coastal - Water	19/01/2015	Kaipara Harbour Water Quality Programme	<ul style="list-style-type: none"> Eight water quality sites sampled in the Kaipara Harbour. Results pending.
Groundwater	27/01/2015	Mangawhai – Nitrate Investigation	<ul style="list-style-type: none"> Routine groundwater monitoring at Mangawhai.
	29/01/2015	Whatitiri – Nitrate Investigation	<ul style="list-style-type: none"> Routine groundwater monitoring at Whatitiri.
	29/01/2015	Maungakaramaea – Nitrate Investigation	<ul style="list-style-type: none"> Routine groundwater monitoring at Maungakaramaea.
Lake Water Quality Monitoring Network (LWQMN)	9/02/2015	LWQMN – Aupōuri Lakes	<ul style="list-style-type: none"> Routine water quality monitoring of Lakes Carrot, Heather, Ngatu, Ngakapua North, Ngakapua South, Rotoroa, Rotokawau, Waiparera, Waihopo`, Waipara, Morehurehu, Te Kahika and Waihoropita. Water levels in the lakes were very low. Suspected blue/green algal blooms in Lakes Waiparera and Waihoropita. Extra samples taken for zooplankton and

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			phytoplankton.
River Water Quality Monitoring Network (RWQMN)	18/02/2015	RWQMN – Western	<ul style="list-style-type: none">• Routine monthly water quality sampling of the Kaihu, Waipoua, Waimamaku, Punakitere, Utakura, Mangakahia and Opouteke Rivers.• All river water levels were low.
Summer Recreational Bathing Water Quality Surveys	2/02/2015	Recreational Bathing Programme – Week 11	<ul style="list-style-type: none">• A total of 47 coastal and 13 freshwater sites sampled.• No sites had unsuitable for swimming results.





ISSUE: Council and Iwi Authority Resource Management Protocols**ID:** A730226**To:** Council Meeting, 17 March 2015**From:** Abraham Witana, Māori Policy Specialist – Programme Manager**Date:** 2 March 2015

Report Type:	<input checked="" type="checkbox"/>	Normal operations	<input checked="" type="checkbox"/>	Information	<input type="checkbox"/>	Decision
Purpose:	<input type="checkbox"/>	Infrastructure	<input type="checkbox"/>	Public service	<input type="checkbox"/>	Regulatory function
	<input checked="" type="checkbox"/>	Legislative function	<input type="checkbox"/>	Annual\Long Term Plan	<input type="checkbox"/>	Other
Significance:	<input type="checkbox"/>	Triggered	<input checked="" type="checkbox"/>	Not Triggered		

Executive summary:

The purpose of this report is to advise council of the requirement to develop a resource management protocol with iwi authorities. The protocol is required by the new Regional Policy Statement (Method 8.1.6) and is intended to provide an agreement between iwi and council on a number of resource management procedures. Development of the protocol is to be initiated within two years of the Regional Policy Statement becoming operative.

Legal compliance and significance assessment:

The activities detailed in this report are part of the council's day to day operations, and are provided for in the council's 2012-2022 Long Term Plan, and are in accordance with the council's decision making process and sections 76-82 of the Local Government Act 2002. The matter does not trigger the council's Significance Policy.

Recommendation:

That the report "Council and Iwi Authority Resource Management Protocols" by Abraham Witana, Māori Policy Specialist – Programme Manager, and dated 2 March 2015, be received.

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Report:

The Proposed Regional Policy Statement (PRPS) for Northland includes a method requiring council to work with iwi authorities to develop a protocol for resource management processes (Method 8.1.6).

The purpose of the protocol, as set out in the PRPS, is to:

- a) Determine when the council will:
 - i. Require an assessment of cultural effects and what it should include, and how council will use and take into account any cultural impact assessment.
 - ii. Appoint and use independent Māori hearing commissioners for resource consent applications and plans.
 - iii. Hold hearings on a marae and provide translation services.
 - iv. Notify tangata whenua of resource consent applications and confer affected party status; and
- b) Determine common meanings and methodologies for key Māori concepts, values and practises and a process for updating them

While some parts of the PRPS are subject to appeal, Method 8.1.6 is beyond challenge and implementation can therefore begin. Method 8.1.6 requires council to initiate development of the protocol within two years of the PRPS becoming operative. The development of the protocol will also provide progress in a key area of focus for council (to develop meaningful and inclusive relationships with iwi and tangata whenua).

It is anticipated that development of the protocol will be an iterative process and include a series of workshops with iwi resource management technicians and council staff prior to production of a draft. Progress will be reported to the Regional Policy Committee and the Te Taitokerau Māori Advisory Committee with opportunity for input provided to both committees. The protocol would be subject to final approval by council before being implemented in resource management processes.

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**ISSUE: Regional Transport Committee 4 February 2015 -
Receipt of Minutes****ID:** A730826**To:** Council Meeting, 17 March 2015**From:** Chris Taylor, Council Secretary**Date:** 6 March 2015

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 Regional Transport Committee meeting held on 4 February 2015 (**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 Regional Transport Committee meeting held on 4 February 2015 be received.

NORTHLAND REGIONAL COUNCIL REGIONAL TRANSPORT COMMITTEE

Minutes of the meeting held in the Council Chamber,
36 Water Street, Whāngārei, on Wednesday 4 February 2015
commencing at 10 am

Present:**Northland Regional Council**

Cr J Bain, Chairman

Cr P Dimery

Kaipara District Council

Mr P Winder

Far North District Council

Cr A Court

Whangarei District Council

Cr G Martin

New Zealand Transport Agency

Mr E Zöllner

In Attendance:**Full Meeting**

NRC CEO – Malcolm Nicolson

NRC Chairman – Bill Shepherd

NRC Transport Operations SPM – Chris Powell

NRC Transport Projects Officer – Ian Crayton-Brown

Strategy, Governance and Communications Manager –

Jonathan Gibbard

FNDC GM Infrastructure and Asset Management - Jacqui Robson

The Chairman declared the meeting open at 10 am.

Apologies (Item 1.0)

The apologies from KDC Roading Manager, Henri Van Zyl, and Northland Road Policing Manager, Inspector Murray Hodson, for non-attendance were noted.

Declaration of Conflicts of Interest (Item 2.0)

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

Confirmation of Minutes – 3 December 2014 (Item 3.1)

ID: A718758

Report from Council Secretary Chris Taylor.

Moved (Dimery/Court)

That the minutes of the Regional Transport Committee meeting held on 3 December 2014 be confirmed as a true and correct record.

Carried

Secretarial Note: Item 4.1 - Police Road Safety Update – Summer Campaign was omitted due to the non-attendance of Northland Road Policing Manager, Inspector Murray Hodson.

Safe Beach Driving - Update (Item 4.2)

ID: A718821

Report from Transport Projects Officer Ian Crayton-Brown and CoastCare Co-ordinator, Laura Shaft.

Moved (Winder/Martin)

That the report, 'Safe Beach Driving – Update' by Ian Crayton-Brown, Transport Projects Officer, and Laura Shaft, CoastCare Co-ordinator, and dated 19 January 2015, be received.

Carried

Northland Regional Land Transport Programme 2012–2015 – Funding Uptake (Item 4.3)

ID: A718644

Report from Transport Operations Senior Programme Manager Chris Powell.

Moved (Zöllner/Winder)

That the report 'Northland Regional Land Transport Programme 2012–2015 – Funding Uptake' by Chris Powell, Transport Operations Senior Programme Manager, and dated 23 January 2015, be received.

Carried

Regional Road Safety Update (Item 4.4)

ID: A719444

Report from Transport Projects Officer Ian Crayton-Brown.

Moved (Court/Martin)

That the report 'Regional Road Safety Update' by Ian Crayton-Brown, Transport Projects Officer, and dated 19 January 2015, be received.

Carried

Draft Northland Regional Land Transport Plan 2015–2021 – Progress Report (Item 5.1)

ID: A719330

Report from Transport Operations Senior Programme Manager Chris Powell.

Moved (Winder/Martin)

1. That the report, 'Draft Northland Regional Land Transport Plan 2015–2021 – Progress Report' by Chris Powell, Transport Operations Senior Programme Manager, and dated 21 January 2015, be received.
2. That the Regional Transport Committee approve that the Submission Hearings Committee consist of the following members:

Cr J Bain - Northland Regional Council;
Cr P Dimery - Northland Regional Council;
Cr A Court - Far North District Council;
Cr G Martin - Whangarei District Council;
Mr P Winder - Commissioner, Kaipara District Council; and
Mr E Zöllner - NZ Transport Agency.
3. That a progress report be submitted to the 1 April 2015 Regional Transport Committee meeting.

Carried

Matters arising from Item 5.1:

Chairman John Bain extended appreciation to the NZTA representatives that attended the recent public meetings; noting that they were well briefed and answered all questions in a professional and polite manner. Chairman Bain also extended appreciation to the representatives from the Territorial Local Authorities that had attended the meetings.

Draft Northland Regional Public Transport Plan 2015–2025 – Progress Report (Item 5.2)

ID: A719557

Report from Transport Operations Senior Programme Manager Chris Powell and Policy Analyst Jon Trewin.

Moved (Winder/Martin)

1. That the report, 'Draft Northland Regional Public Transport Plan 2015–2025 – Progress Report' by Chris Powell, Transport Operations Senior Programme Manager, and Jon Trewin, Policy Analyst, dated 22 January 2015, be received.
2. That the Regional Transport Committee approve that the submissions hearing on the draft Northland Regional Public Transport Plan 2015–2025 be heard in conjunction with the draft Regional Land Transport Plan 2015–2021.
3. That a progress report be submitted to the 1 April 2015 RTC meeting.

Carried

CONCLUSION

The meeting concluded at 10.57 am.

ITEM: 10.2

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**ISSUE: Te Taitokerau Māori Advisory Committee
12 February 2015 - Receipt of Minutes****ID:** A730847**To:** Council Meeting, 17 March 2015**From:** Vibeke Wright, Advisor to CEO**Date:** 6 March 2015

Report Type:	<input checked="" type="checkbox"/> Normal operations	<input type="checkbox"/> Information	<input type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input checked="" type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input 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 Te Taitokerau Māori Advisory Committee meeting held on 12 February 2015 (**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 meeting held on 12 February 2015 be received.

**NORTHLAND REGIONAL COUNCIL
Te Tai Tokerau Māori Advisory Committee**

Minutes of the meeting of Te Tai Tokerau Māori Advisory Committee
held in Council Chamber,
36 Water Street, Whāngārei,
on Thursday, 12 February 2015, starting at 10.30 am

Present:

Chairman Dover Samuels, Northland Regional Council
Deputy Chairman Pita Tipene, Te Rūnanga o Ngāti Hine (until 12.30 pm)
Cr Bill Shepherd, Northland Regional Council
Michelle Elboz, Ngāti Kuta Patukeha
Bundy Waitai, Ngā Hapū o Ngati Kuri/Te Hiku O Te Ika Marae Trust
Catherine Murupaenga-Ikenn, Te Rūnanga o Te Rarawa
Darryl Hape, Te Rūnanga O Whaingaroa
Helen Locke, Ngāti Manu
Joe Carr, Northland Regional Council
John Harawene, Ngāti Manu
Martin Rudolph, Te Rūnanga O Whaingaroa
Mike Kake, Te Rūnanga-Ā-Iwi-O-Ngāpuhi (until 12.30 pm)
Mira Norris, Te Parawhau Hapū Authority Charitable Trust
Paul Dimery, Northland Regional Council (until 12.30 pm)
Rawson Wright, Te Uri o Hau Settlement Trust
Rowan Tautari, Te Whakapiko Hapū
Shirley Hakaraia, Ngāti Kuta Patukeha
Patu Hohepa, Hokianga o Ngā Hapū Whānau

In Attendance:

Malcolm Nicolson, Chief Executive
Jonathan Gibbard, Strategy, Governance and Communications Manager
Rachel Rōpiha, Iwi Liaison Officer
Abraham Witana, Programme Manager/Policy Specialist - Tangata Whenua
Vibeke Wright, Advisor to Chief Executive/Meeting Secretary
George Riley, Northland Inc., General Manager, Māori Economic Development

Opening of Meeting

Committee Chairman Dover Samuels declared the meeting open at 10.33 am. Mr Waitai opened the meeting with a karakia. Committee Chairman Samuels noted that condolences would be extended to Nora Rameka on behalf of the Committee for the recent passing of her daughter.

Catherine Murupaenga-Ikenn arrived at 10.38am.

Apologies (Item 2.0)**Moved (Dimery/Murupaenga-Ikenn)**

That the following apologies for absence be accepted:

Henry Murphy, Ngātiwai Trust Board
Moengaroa Murray, Te Roroa Whatu Ora Trust
Nora Rameka, Ngāti Rehia
Rudy Taylor, Hokianga o Ngā Hapu Whānau
Te Huranga Hohaia, Ngāti Rehia
Will Ngakuru, Te Roroa Whatu Ora Trust

Mr Kake apologised that he would have to leave the meeting early if it extended beyond 12.30pm.

Carried

Mr Tipene noted that Ms Kopa was no longer with Te Rūnanga o Ngāti Hine and therefore her seat was vacant on the committee. A new representative would be nominated in due course.

Tabled Item for the Te Tai Tokerau Māori Advisory Committee Meeting – 12 February 2015 (Item 1.0A)

ID: A725625

Report from Malcolm Nicolson, Chief Executive Officer.

Moved (Shepherd/ Wright)

That as permitted under section 46A(7) of the Local Government Official Information and Meetings Act 1987, the tabled item “Northland Inc. Limited Draft Statement of Intent 2015/18” be introduced onto the agenda for Te Tai Tokerau Māori Advisory Committee meeting on 12 February 2015.

Carried

Declarations of Conflicts of Interest (Item 3.0)

The Committee noted Catherine Murupaenga-Ikenn's previously emailed advice that she is now a member of the National Iwi Chairs Forum monitoring mechanism for the United Nations Declaration on the Rights of Indigenous Peoples.

Mr Wright noted he is a member of the Poutō Catchment Group.

Confirmation of Minutes – 11 December 2014 (Item 4.0)

ID: A721788

Report from Malcolm Nicolson, Chief Executive Officer.

Moved (Tipene / Rawson)

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

Amendment moved

Moved (Murupaenga-Ikenn)

That the minutes of Te Taitokerau Māori Advisory Committee meeting held on 11 December 2014 be confirmed as a true and correct record, subject to the following change on page 5. - “...acknowledgement of Te Tiriti did not legally obligate the council in any way...”

The movement lapsed for want of a seconder.

The original motion was put and was **carried**.

Ms. Murupaenga-Ikenn requested it be noted in these minutes that she was not one of the members who had stated at the December 2015 meeting that they would quit the

ID: A710971

Te Taitokerau Māori Advisory Committee
12 February 2014

committee if Te Tiriti was not included in the Terms of Reference. Rather she had stated that in that event she would recommend to her iwi authority that they should withdraw from the committee.

Mr Patu Hohepa arrived at 10.47am.

Receipt of Action Sheet (Item 5.0)

ID: A721781

Report from Vibeke Wright, Advisor to the Chief Executive.

Moved (Shepherd/ Samuels)

That the action sheet be received.

Carried

Matters arising from the Action Sheet:

- Additional information in relation to water-related resource consent compliance (item 908) and the council's activities in the Kaipara Harbour (item 896) was made available to the Committee.
- **Item 897** – Mr Nicolson advised that information was still being collated and he hoped to be in a position to supply a report to the Committee at the next meeting.

Item 907 – Mr Nicolson said an expected National Government announcement at Waitangi on its stance regarding Māori and freshwater issues had not been made. The committee discussed a variety of views on Māori involvement in the management, ownership and allocation of freshwater. It was noted that until legislative or policy changes occur at central government level, the regional council will continue to implement and manage freshwater in accordance with the National Policy Statement for Freshwater Management 2014 including engagement with tangata whenua and the defined functions and responsibilities under the Resource Management Act.

Item 5.1 - Northland Inc. Limited Draft Statement of Intent 2015/18

ID: A725129

Report from Malcolm Nicolson, Chief Executive Officer.

Moved (Samuels/ Shepherd)

1. That the report "Northland Inc. Limited Draft Statement of Intent 2015/18", by Malcolm Nicolson, Chief Executive Officer, and dated 12 February, be received.
2. That the Committee agree to provide written comments via the Chair to the Chief Executive Officer by Tuesday 31 March 2015.

Carried

Mr Nicolson outlined the process for developing the Statement of Intent. He noted the council had an opportunity to make comments on it; it did not have powers to finally approve it.

Mr Rawson queried the performance targets included in the draft regarding Māori economic development. He did not believe they were adequate. Mr Tipene concurred.

ID: A710971

Te Taitokerau Māori Advisory Committee
12 February 2014

Further matters arising from the Action Sheet:

- **Item 910** – Mr Nicolson advised the Committee there were legal restrictions to which members could be applied to the draft Regional Land Transport Plan (RLTP) hearings panel. However, the Chair of the Regional Transport Committee had offered this Committee the opportunity have a member attend the whole hearings, and would then have an opportunity to address the panel prior to deliberations. Committee Chair Samuels noted the member could not also be a submitter to the draft RLTP.

Moved Samuels/Murupaenga-Ikken

1. That Cr Carr attend the hearings of submissions to the Regional Land Transport Plan on behalf of the committee.

Carried

- **Item 913** – A variety of views were expressed about the status and programmes for marae-based meetings of the Committee. The discussion elicited the following points:
 - Marae-based meetings would occur at the invitation and initiative of Māori member(s) of the committee.
 - These meetings would have the status of workshops, i.e. they were not formal committee meetings at which decisions could be made. All committee members could attend, if that was their wish, but there was no obligation to do so unless the workshop occurred in their rohe.
 - It was council's expectation that a full programme of matters relevant to the council's activities would be suggested by the member(s) who initiated the workshop, supported and developed by council staff.

Developing a Strategic Direction (Item 6.0)**ID: A722829****Report from Malcolm Nicolson, Chief Executive Officer.****Moved (Tipene/ Wright)**

1. That the report "Developing a Strategic Direction", by Malcolm Nicolson Chief Executive Officer and dated 30 January 2015, be received.
2. That the Committee direct staff to develop a draft work programme, based on the Committee's terms of reference and the Council anticipated programme of activities, to be presented to the next Committee meeting for further debate.

Carried

Mr Wright suggested that Northland Inc be invited to present its objectives from a Māori perspective. Mr Riley indicated an interest and willingness to do so. Staff undertook to present further details on Waioara Northland Water for the next Committee meeting.

Freshwater and Coastal Water Management (Item 7.0)

ID: A722239

Report from Abraham Witana, Policy Specialist – Tangata Whenua.

Moved (Elboz/ Hakaraia)

1. That the report “Freshwater and Coastal Water Management” by Abraham Witana, Policy Specialist – Tangata Whenua, dated 30 January 2015, be received.
2. That the Committee considers how any further discussions on this topic will best contribute towards their long term strategic goals and that this is incorporated within the Committee’s larger work programme

Carried

In response to a request from Ms Murupaenga-Ikken, Mr Nicolson undertook to prepare a staff report on council's ability to influence deep-sea oil drilling activities.

The meeting adjourned at 12.30 pm for lunch. Mr Kake departed the meeting at 12.30 pm. Mr Tipene and Cr Dimery departed after the adjournment and prior to the resumption of the meeting. The meeting resumed at 1 pm.

Update - Regional Plans Review (Item 8.0)

ID: A722181

Report from Ben Lee, Programme Manager – Policy Development.

Moved (Samuels/ Hakaraia)

1. That the report, “Update - Regional Plans Review”, by Ben Lee, Programme Manager – Policy Development, dated 30 January 2014, be received.

Carried

Council Chairman Shepherd returned to the meeting at 1.33 pm.

A wide-ranging discussion of associated issues arose from the Committee’s consideration of this report, including:

- Its appreciation for the report, “Review of Regional Plans – Tangata Whenua Issues and Options”.
- Opportunities for Māori to participate in and contribute to both this process, and national policy development processes, and the current mechanisms in place for this to occur.
- The desire of Māori to not merely participate in and contribute to such processes, but to act as decision-makers.
- Concerns regarding council’s ability to regulate and enforce matters of significance to Māori, e.g. the disposal of human remains in the natural environment, rahui, mining, and potentially emerging technology to control the effects of GE/GMO.
- Concerns that Waitangi Tribunal reports seem to be reduced in government policy and legislation to give Māori views no greater status than those of other interest groups.

Committee Chair Samuels suggested that committee members should access the Waitangi Tribunal report on Māori involvement in resource management (Wai 262, Ko Aotearoa Tēnei).

Mr Nicolson said the Committee was in a position of being able to provide direction to the council about its own policy development, and to advise on appropriate stances to take in respect of government policy proposals.

Mr Wright departed the meeting at 2.14 pm.

Conclusion

There being no further business, the meeting was drawn to close at 2.15 pm with a karakia provided by Mr Hohepa.

ITEM: 10.3

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ISSUE: Finance Committee 17 February 2015 - Receipt of Minutes**ID:** A730833**To:** Council Meeting, 17 March 2015**From:** Chris Taylor, Council Secretary**Date:** 6 March 2015

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 Finance Committee meeting held on 17 February 2015 (**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 Finance Committee meeting held on 17 February 2015 be received.

NORTHLAND REGIONAL COUNCIL FINANCE COMMITTEE

Minutes of the meeting of the Finance Committee
held in the Council Chamber, 36 Water Street, Whāngārei,
on Tuesday 17 February 2015 commencing at 10 am

Present:

Chairman, David Sinclair
Deputy Chairman, Paul Dimery
Councillors:
John Bain
Craig Brown
Joe Carr
Graeme Ramsey
Dover Samuels (*from 11.34 am*)
Bill Shepherd
Independent Member:
Geoff Copstick

In Attendance:**Full Meeting**

GM Finance
Finance Manager
Council Secretary

Part Meeting

Chief Executive Officer
FNDC Revenue and Collections Manager
FNDC GM
NEST Chief Executive Officer
NEST Chairman
NEST Financial Officer
Deloitte Partner
Audit New Zealand Director
Audit New Zealand Manager
Creative Northland Regional Manager
Creative Northland Trustee
Strategy, Governance and Communications Manager
Consents/Monitoring SPM
Compliance Monitoring SPM

The Chairman declared the meeting open at 10.06 am.

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

That the apologies from Councillor Samuels for delayed arrival be received.

Carried

Declarations of Conflicts of Interest (Item 2.0)

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

Secretarial Note: Item 3.10 was addressed following Item 2.0 to allow for the attendance of Eriksen & Associates Limited Managing Director.

Confirmation of Minutes of the Audit and Risk Committee Meeting – 25 November 2014 (Item 3.1)

ID: A723777

Report from General Manager Finance, Lisa Aubrey.

Moved (Shepherd/Bain)

That the minutes of the Audit and Risk Committee held on 25 November 2014 be confirmed as a true and correct record.

Carried

Receipt of Minutes of the Treasury Management Working Group Meeting – 3 February 2015 (Item 3.2)

ID: A723929

Report from General Manager Finance, Lisa Aubrey.

Moved (Bain/Shepherd)

That the minutes of the Treasury Management Working Group meeting held on 3 February 2015 be received.

Carried

Far North District Council Collection of Regional Council Rates and Rate Arrears – Quarterly Update to 31 December 2014 (Item 3.3)

ID: A722267

Report from General Manager Finance, Lisa Aubrey.

Moved (Shepherd/Brown)

That the report 'Far North District Council Collection of Regional Council Rates and Rate Arrears – Quarterly Update to 31 December 2014' by Lisa Aubrey, General Manager Finance, and dated 29 January 2015, be received.

Carried

Matters arising from Item 3.3:

FNDC Revenue Collections Manager, Cheryl Gavin-Young, and FNDC GM, Roger Taylor, were in attendance to address the report.

ID:A725853

Finance Committee Meeting
17 February 2015

The FNDC 'Rates EasyPay' brochure and the Northern Advocate article 'Decision eases Māori land rates issue', dated 16 February 2015, were tabled.

Cheryl undertook to forward a link to access the recent segment on Māori Television, involving Professor Margaret Mutu and discussing rates on Māori freehold land.

Deloitte Internal Audit Report on Council's Treasury Management Function (Item 3.4)

ID: A723601

Report from Finance Manager, Simon Crabb.

Moved (Bain/Shepherd)

1. That the report 'Deloitte Internal Audit Report on Council's Treasury Management Function' by Simon Crabb, Finance Manager, and dated 3 February 2015, be received.
2. That the Draft Internal Audit Report be approved for finalisation.

Carried

Matters arising from Item 3.4:

Deloitte Partner, Rodger Murphy, was in attendance to provide an overview of the audit process and key outcomes/recommendations.

Northland Emergency Services Trust (NEST) Six Monthly Report to 31 December 2014 and Approval for 2014–2015 Quarters Two and Three Payments (Item 3.5)

ID: A722336

Report from General Manager Finance, Lisa Aubrey.

Moved (Brown/Dimery)

1. That the report 'Northland Emergency Services Trust (NEST) Six Monthly Report to 31 December 2014 and Approval for 2014–2015 Quarters Two and Three Payments' by Lisa Aubrey, General Manager Finance, and dated 3 February 2015, be received.
2. That the second and third quarter payments of \$150,000 plus GST (each) for the 2014–2015 financial year be approved for payment.

Carried

Matters arising from Item 3.5:

NEST Chief Executive Officer, Pete Turnbull, Chairman, Paul Ahlers, and Financial Officer, Tony Morris, were in attendance to address the report. A miniature helicopter was presented to council as a token of appreciation for past funding.

Secretarial Note: Councillor Dover Samuels arrived at 11.34 am.

Creative Northland Six Monthly Report (Item 3.6)**ID: A722339****Report from General Manager Finance, Lisa Aubrey.****Moved (Brown/Ramsey)**

1. That the report 'Creative Northland Six Monthly Report' by Lisa Aubrey, General Manager Finance, and dated 30 January 2015, be received.
2. That Creative Northland review their proposed work programme and Key Performance Indicator (KPI) reporting to council for the 2015/16 financial year to ensure the programme of work delivered with council funding achieves the council's desired outcome of improving economic growth and business capability and capacity in the arts sector.

Carried**Matters arising from Item 3.6:**

Creative Northland Regional Manager, Laura Burns, and Trustee, Sidney Quintal, were in attendance to address the report. It was advised that the organisation was reviewing its Strategic Plan and whilst a Memorandum of Understanding (MOU) was in place with Whangarei District Council, a similar agreement was being actively sought with the Far North and Kaipara.

Audit New Zealand – Draft Management Report on the Audit of Northland Regional Council for the Year Ending 30 June 2014 (Item 3.7)**ID: A723821****Report from Finance Manager, Simon Crabb.****Moved (Shepherd/Dimery)**

1. That the report 'Audit New Zealand – Draft Management Report on the Audit of Northland Regional Council for the Year Ending 30 June 2014' by Simon Crabb, Finance Manager, and dated 3 February 2015, be received.
2. That the Draft Audit New Zealand Management Report for the year ended 30 June 2014, as amended at the meeting, be approved for finalisation.

Carried

Secretarial Note: The amendment was merely a typographical error pertaining to Section 2.3 of the report.

Matters arising from Item 3.7:

Audit Director, Karen MacKenzie, and Audit Manager, Timneen Taljard, were in attendance to provide an overview of the audit process and key outcomes/recommendations.

The Chief Executive Officer, Malcolm Nicolson, undertook to liaise with Audit New Zealand to clarify the recommendations regarding a contract management system and report back to the committee.

The Audit Director undertook to provide council with information regarding a procurement policy and the recommended thresholds requiring a formal resolution of council.

Councillor Ramsey emphasised the need to address Project Management including, but not limited to, the appropriate method, staff training and reporting.

There was general agreement for the Organisational Performance Committee to address the policy for (and reporting of) staff leave balances.

There was further agreement for the Audit Working Group to review the process by which Management Reports were approved and to provide a recommendation to the Finance Committee in due course.

Audit New Zealand – Management Report on the Audit of Regional Software Holdings Limited for the Year Ending 30 June 2014 and Six Month Report to Shareholders to 31 December 2014 (Item 3.8)

ID: A723542

Report from General Manager Finance, Lisa Aubrey.

Moved (Ramsey/Bain)

That the report 'Audit New Zealand – Management Report on the Audit of Regional Software Holdings Limited for the Year Ending 30 June 2014 and Six Month Report to Shareholders to 31 December 2014' by Lisa Aubrey, General Manager Finance, and dated 3 February 2015, be received.

Carried

Financial Report to 27 January 2015 (Item 3.9)

ID: A724527

Report from Financial Accountant, Angela Hobden.

Moved (Ramsey/Dimery)

That the report 'Financial Report to 27 January 2015' by Angela Hobden, Financial Accountant, and dated 4 February 2015, be received.

Carried

Secretarial Note: Item 3.10 was addressed following Item 2.0 to allow for the attendance of Eriksen & Associates Limited Managing Director.

Community Investment Fund – Review of Investment Managers’ Performance to 31 December 2014 (Item 3.10)

ID: A723502

Report from Finance Manager, Simon Crabb.

Moved (Bain/Shepherd)

That the report ‘Community Investment Fund – Review of Investment Managers’ Performance to 31 December 2014’ by Simon Crabb, Finance Manager, and dated 3 February 2015, be received.

Carried

Matters arising from Item 3.10:

Eriksen & Associates Limited Managing Director, Jonathan Eriksen, was in attendance to speak to the report as well as the high level summary ‘Northland Regional Council Community Investment Fund’ that was tabled at the meeting. Jonathan also provided advice on Milford Asset Management.

Performance of Council’s Investment Portfolio to 31 December 2014 (Item 3.11)

ID: A722862

Report from Financial Systems Administer, Kym Ace.

Moved (Shepherd/Bain)

That the report ‘Performance of Council’s Investment Portfolio to 31 December 2014’ from Kym Ace, Financial Systems Administrator, and dated 28 January 2015, be received.

Carried

Legislative Compliance – Second Quarter 2014–2015 (Item 3.12)

ID: A723533

Report from Advisor to the Chief Executive, Vibeke Wright.

Moved (Carr/Shepherd)

That the report ‘Legislative Compliance – Second Quarter 2014–2015’ by Vibeke Wright, Advisor to the Chief Executive, and dated 3 February 2015, be received.

Carried

2014/15 Quarters One and Two Levels of Service Report (Item 3.13)

ID: A708917

**Report from Strategy, Governance and Communications Manager,
Jonathan Gibbard.**

Moved (Brown/Shepherd)

That the report '2014/15 Quarters One and Two Levels of Service Report' by Jonathan Gibbard, Strategy, Governance and Communications Manager, and dated 2 February 2015, be received.

Carried

Matters arising from Item 3.13:

Chief Executive Officer, Malcolm Nicolson, undertook to investigate the concerns raised regarding the supply of toxins to Community Pest Control Areas.

Secretarial Note: The Chief Executive Officer left the meeting at 12.22 pm to address procedural matters pertaining to the closing of the Te Hiku constituency by-election.

4.0 Business with the Public Excluded

ID: A723791

Report from General Manager Finance, Lisa Aubrey.

Moved (Shepherd/Dimery)

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

Item No.	Item Issue	Reason\Grounds
4.1	Confirmation of Confidential Minutes of the Audit and Risk Committee Meeting – 25 November 2014	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.

Carried

Conclusion

The meeting concluded at 12.36 pm.

ITEM: 10.4

Page 1 of 1

**ISSUE: Environmental Management Committee
23 February 2015 - Receipt of Minutes****ID:** A731392**To:** Council Meeting, 17 March 2015**From:** Nola Sooner, Committee Secretary**Date:** 5 March 2015

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 23 February 2015 (**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 23 February 2015 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 23 February 2015, commencing at 9.30 am

Present:**Northland Regional Council**

Cr Joe Carr (Chairman)
Cr Craig Brown (Deputy Chairman)
Cr Paul Dimery

Far North District Council

Cr Ann Court

Kaipara District Council

Richard Booth

Whangarei District Council

Cr Tricia Cutforth

Forest Industry

Geoff Gover

Farming Community

Alan Clarkson

Māori Interests

Keir Volkerling

Environmental Interest Groups

Martin Hunt

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

Chief Executive Officer
Operations Director
Policy Specialist – Water
Rivers Team Administrator

NRC Staff - Part Meeting:

Land/Rivers Senior Programme Manager
Biosecurity Senior Programme Manager
Resource Management Planning and Policy Senior
Programme Manager
Biosecurity Programme Manager
Rivers Team Programme Manager
Land Management Programme Manager
Natural Hazards/Rivers Officer
Biodiversity Specialist
Economist

The Chairman declared the meeting open at 9.30 am.

Apologies

Moved (Brown/Booth)

That the apologies from Cr Bill Shepherd (ex officio) and Sue Reed-Thomas 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 – 8 December 2014 (Item 1.0)

Report from Tony Phipps, Operations Director.

A727166

Moved (Dimery/Clarkson)

That the minutes of the Environmental Management Committee meeting held on 8 December 2014 be confirmed as a true and correct record.

Carried

Waioira Northland Water Progress (Item 2.0)

Report from Natalie Glover, Waioira Northland Water Project Manager.

A722595

Moved (Brown/Dimery)

That the report 'Waioira Northland Water Progress' by Natalie Glover, Waioira Northland Water Project Manager, and dated 10 February 2015, be received.

Carried

Matters arising from 2.0:

The Resource Management Planning and Policy Senior Programme Manager gave a brief presentation on "Potential River Water Management Units for Northland". The Chairman advised he will be inviting the Mangere Catchment Group to give a presentation to the next Environmental Management Committee meeting, and will contact NRC's media group to arrange for a public statement to reflect recent hard work undertaken by the Mangere Catchment Group.

Moved (Brown/Dimery)

That a meeting be held between Cr J Carr and the CEO to improve publicity about Northland Regional Council's success at the 2014 New Zealand River Awards.

Carried

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

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

A722875

Moved (Carr/Dimery)

That the report 'Environment Fund and Farm Water Quality Improvement Plan Update' by Duncan Kervell, Land Programme Manager, and Bruce Howse, Land/Rivers Senior Programme Manager, and dated 2 February 2015, be received.

Carried

Moved (Carr/Brown)

That the committee recommends to council the approval of \$8,803.45 of funding from the Land Management Reserve to cover the year to date unfavourable variance.

Carried

Moved (Court/Clarkson)

That the committee approves Mr Stephen Allan's application for \$13,000 for the testing of the new trap design for wild cat control and recommends to council that this funding be provided from the Land Management Reserve.

Carried

Secretarial Note: As per Standing Order 3.9.17 'If, during the course of a meeting of the local authority, fresh facts or information are received concerning a matter already resolved at the meeting, the previous resolution may be revoked or altered by the consent of 75% of the members then present and voting'.

The previous motion was replaced by the amendment as the substantive motion:

Amendment (Booth/Cutforth)

That the committee supports Mr Stephen Allan's application for \$13,000 for the testing of the new trap design for wild cat control to be made to external sources of funding and recommends to council that should that support not be forthcoming, that the council approves this funding be provided from the Land Management Reserve.

Carried

(with consent of 75% of the members present and voting)

Moved (Brown/Clarkson)

That the committee approves the proposed changes to the Environment Fund criteria, as per Attachment 1, with changes to take effect from 1 July 2015.

Carried

10.50 am Mr G Gover left the meeting.

River Management Update (Item 4.0)

Report from Joseph Camuso, Rivers Programme Manager.

A721912

Moved (Brown/Clarkson)

1. That the report 'Rivers Management Update' by Joseph Camuso, Rivers Programme Manager, and dated 30 January 2015, be received.
2. That the minutes of the following liaison committee meetings be received:
 - a. Kaihu River Liaison Committee, 21 January 2015.

Carried**Matters arising from 4.0:**

The Chairman requested that 'Kawakawa flooding' be included as a regular item within the River Management Update.

Natural Hazard Management Update (Item 5.0)

Report from Bruce Howse, Land/Rivers Senior Programme Manager, and Toby Kay, Natural Hazards Advisor.

A722349

Moved (Dimery/Clarkson)

That the report 'Natural Hazard Management Update' by Bruce Howse, Land/Rivers Senior Programme Manager, and Toby Kay, Natural Hazards Advisor, and dated 30 January 2015, be received.

Carried**Matters arising from 5.0:**

The Land/Rivers Senior Programme Manager gave a presentation 'Natural Hazard Management Update'.

Update on Northland TBfree Committee Meeting (Item 6.0)
Report from Don Mckenzie, Biosecurity Senior Programme Manager.
A723393

Moved (Brown/Clarkson)

1. That the report, 'Update on Northland TBfree Committee Meeting' by Don Mckenzie, Biosecurity Senior Programme Manager, and dated 3 February 2015, be received.
2. That the committee notes the information.

Carried

Matters arising from 6.0:

Moved (Brown/Clarkson)
Abstained: Hunt

That the Biosecurity Senior Programme Manager provides a report on Kauri Dieback at the next committee meeting and includes Northland Regional Council's role in controlling vectors.

Carried

Biosecurity Responses (Item 7.0)
Report from Don Mckenzie, Biosecurity Senior Programme Manager.
A723389

Moved (Dimery/Brown)

1. That the report, 'Biosecurity Responses' by Don Mckenzie, Biosecurity Senior Programme Manager, and dated 2 February 2015, be received.
2. That the committee note the information.

Carried

Environmental Monitoring for the Period 1 November 2014 – 31 January 2015 (Item 8.0)

**Report by Colin Dall, Consents/Monitoring Manager.
A723142**

Moved (Court/Booth)

That the report 'Environmental Monitoring for the Period 1 November 2014 – 31 January 2015' from Colin Dall, Consents/Monitoring Manager, dated 3 February 2015, be received.

Carried**Matters arising from 8.0:**

In response to a query, the Operations Director offered to include the criteria used so that readers can ascertain how the various decisions are reached and to provide clarity around the definitions.

The CEO confirmed he will liaise with the Consents/Monitoring Senior Programme Manager and Geoff Gover regarding Consent Reference No REG.009529.01 Hancock Forest Management (NZ) Ltd – Gammons Forest.

Climate Update for Summer 2014/2015 (Item 9.0)

**Report by Dale Hansen, Water Resources/Hydrology Programme Manager.
A724196**

Moved (Hunt/Clarkson)

That the report 'Climate Update for Summer 2014/2015' by Dale Hansen, Water Resources/Hydrology Programme Manager, and dated 4 February 2015, be received.

Carried**Recreational Swimming Water Quality Programme – Interim Results 2014/15 (Item 10.0)**

**Report by Colin Dall, Consents/Monitoring Manager, and Jean-Charles Perquin, Environmental Monitoring Programme Manager.
A725708**

Moved (Dimery/Brown)

That the report 'Recreational Swimming Water Quality Programme – Interim Results 2014/15' dated 13 February 2015 prepared by Colin Dall, Consents/Monitoring Manager, and Jean-Charles Perquin, Environmental Monitoring Programme Manager, be received.

Carried

Matters arising from 10.0:

Following Cr Cutforth's concerns regarding ongoing pollution problems at Whāngārei Falls, the Operations Director advised a report will be issued detailing work undertaken following up on the results.

Agenda items for next Environmental Management Committee Meeting – 28 April 2015 (Item 11.0)

**Report from Tony Phipps, Operations Director.
A727170**

Moved (Brown/Carr)

That the Environmental Management Committee members suggest agenda items for inclusion into the agenda for the next Environmental Management Committee meeting on 28 April 2015.

Carried

Conclusion

The meeting closed at 12.25 pm.

**ISSUE: Regional Policy Committee Meeting
23 February 2015 - Receipt of Minutes****ID:** A731043**To:** Council Meeting, 17 March 2015**From:** Evania Laybourn, Committee Secretary**Date:** 6 March 2015

Report Type:	<input checked="" type="checkbox"/> Normal operations	<input type="checkbox"/> Information	<input type="checkbox"/> Decision
Purpose:	<input type="checkbox"/> Infrastructure	<input checked="" type="checkbox"/> Public service	<input type="checkbox"/> Regulatory function
	<input 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 Regional Policy Committee meeting held on 23 February 2015 (**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 Regional Policy Committee meeting held on 23 February 2015 be received.

**NORTHLAND REGIONAL COUNCIL
REGIONAL POLICY COMMITTEE**

Minutes of the Regional Policy Committee Meeting
held in the Council Chamber,
Northland Regional Council, 36 Water Street, Whāngārei, on
Monday 23 February 2015, commencing at 2.00pm

Present:

Northland Regional Council

Cr Graeme Ramsey (Chairman)
Cr Craig Brown
Cr David Sinclair
Cr Joe Carr
Cr Dover Samuels
Cr John Bain

In Attendance:

Chief Executive Officer – Malcolm Nicolson
Senior Programme Manager – Resource Management
Programme Manager – Policy Development
Committee Secretary

Meeting opened at 2.00pm and was adjourned at 2:01pm.

The Regional Policy Committee meeting reconvened the meeting at 3:06pm

Apologies (Item 1.0)

Moved Cr Ramsey/Cr Brown

That the apology from Cr Bill Shepherd for non-attendance be received.

Carried

Declaration of Conflict of Interest (Item 2.0)

The Chairman gave members the opportunity to declare an interest on any item of business on the agenda for the meeting.

Confirmation of minutes – 15 December 2014 (Item 3.1)

Report from Evania Laybourn, Committee Secretary dated 16 February 2015.

ID: A726441

Moved Cr Bain/ Cr Sinclair

1. That the minutes of the Regional Policy Committee Meeting held on 15 December 2014 be confirmed as a true and correct record.

Carried

Tāngata whenua issues and options report (Item 3.2)

Report from Ben Lee, Programme Manager – Policy Development dated 10 February 2015.

ID: A723089

Moved Cr Dover Samuels/Cr David Sinclair

1. That the report “Tangata whenua issues and options” by Ben Lee, Programme Manager – Policy Development and dated 10 February 2015, be received.
2. That the Regional Policy Committee receives the report by Keir Volkerling titled “Review of the NRC Regional Plans – Tangata Whenua Issues and Options”.

Carried

Conclusion

The meeting concluded at 3.10pm

ISSUE: Business with the Public Excluded**ID:** A730555**To:** Council Meeting, 17 March 2015**From:** Chris Taylor, Council Secretary**Date** 5 March 2015**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
11.1	Confidential Minutes of the Finance Committee Meeting –17 February 2015	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
11.2	Confidential Minutes of the Council Meeting – 17 February 2015	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
11.3	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).
