

NORTHLAND REGIONAL COUNCIL

Agenda

For meeting to be held in the Council Chamber,
36 Water Street, Whāngārei, on Tuesday 15 September 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: 4.0

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ISSUE: Health and Safety Report**ID:** A776368**To:** Council Meeting, 15 September 2015**From:** Tracey Warboys, Health and Safety Specialist**Date:** 3 August 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:

This report provides an update from the Health and Safety Specialist for the months of July and August 2015 on health and safety issues. It concludes with the recommendation that the report be received.

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 'Health and Safety Report' by Tracey Warboys, Health and Safety Specialist, and dated 3 September 2015, be received.

ITEM: 4.0

Page 2 of 2

Report:**Summary of events**

July - Nil injuries to report.

August**First Aid Injury (FTI)**

- A staff member hit the corner edge of a workbench whilst returning water containers under a workbench. Staff member sustained bruising and minor scratches to their right cheek bone.

Nil Treatment Injury

- While inspecting a seawall at Kohukohu, staff member sustained bruising and minor scratches to right forearm and lower leg. Staff member was walking along the seawall when a rock crumbled underfoot.

Incident (INC) - Public

- Two minors were stuck in the lift for approximately 30 minutes at ground floor level. Lift service provider attended and released minors. Maintenance inspection undertaken with two service parts replaced. Nil other issues reported to date. Will continue to monitor.

Discomfort, Pain and Injury (DPI)

- Two reports received during August. Ergonomic assessments undertaken by Health and Safety Specialist with referrals to Occupational Health and Safety Nurse for further assessment.

Health and Safety Reform Bill

The Health and Safety Reform Bill has been passed by Parliament (28 August 2015) and will come into effect on 4 April 2016. The new law will be called the Health and Safety at Work Act. A series of regulations are being developed to support the new Act. These include:

- General risk and workplace management;
- Major hazard facilities;
- Asbestos; and
- Engagement, worker participation and representation.

Until the new Act comes into effect in April 2016, the current Health and Safety in Employment Act 1992 remains in force.

A review of current health and safety documentation is required to incorporate the new obligations imposed by central government. This will be a significant project which is anticipated to be completed before the new Act comes into place.

ITEM: 5.1

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ISSUE: Confirmation of Minutes – 14 July 2015**ID:** A774031**To:** Council Meeting, 15 September 2015**From:** Chris Taylor, Governance Support Manager**Date:** 26 August 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 14 July 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 14 July 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 14 July 2015, commencing at 1 pm

Present:

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

In Attendance:**Full Meeting**

Chief Executive Officer
GM Environmental Services
GM Strategy and Governance
Council Secretary

Part Meeting

GM Customer Services/Community Resilience
SPM – Resource Policy
PM/Policy Specialist – Tangata Whenua
Economist
Enviroschools Regional Coordinator
Strategy and Governance PA

The Chairman declared the meeting open at 1.04 pm.

Apologies (Item 1.0)**Moved (Knight/Carr)**

That the apology from Councillor Samuels for non-attendance by received.

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

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

Enviroschools Northland (Item 3.0)

ID: A760741

Report from Enviroschools Regional Co-ordinator, Susan Karels.

Enviroschools Regional Co-ordinator, Susan Karels, provided the presentation 'Enviroschools Census 2014 Northland' covering the following key points:

- Enviroschools principles;
- Response to the 2014 Enviroschools Census;
- The variety of environmental, water and biodiversity actions;
- Stages of the Enviroschools programme;
- Enviroschools contributing to a range of outcomes;
- Fostering community connections; and
- Feedback on the Enviroschools programme.

Public Forum

With the consent of the Chairman, Mr Alan Agnew was granted permission to address the council regarding the importance of securing a shared indoor sports stadium.

Acknowledgements

The Chairman acknowledged the sudden passing of Katie Cooper, wife of Northland Inc. Limited GM Investment and Infrastructure, Vaughan Cooper. The meeting paid tribute to this loss by observing a minute's silence.

Risk and Health and Safety Report (Item 4.0)

ID: A761406

Report from Human Resources Manager, Judy Macdonald.

Moved (Ramsey/Knight)

That the report 'Risk and Health and Safety Report' by Judy Macdonald, Human Resources Manager, and dated 2 July 2015, be received.

Carried

Confirmation of Minutes – 16 June 2015 (Item 5.1)

ID: A761219

Report from Council Secretary, Chris Taylor.

Moved (Carr/Sinclair)

That the minutes of the council meeting held on 16 June 2015 be confirmed as a true and correct record.

Carried

Receipt of Action Sheet (Item 5.2)

ID: A761205

Report from Council Secretary, Chris Taylor.

Moved (Dimery/Brown)

That the Council Action Sheet be received.

Carried**Audit New Zealand's Management Report on the Long Term Plan Consultation Document for the Period 1 July 2015 to 30 June 2025 (Item 6.1)**

ID: A759730

Report from General Manager Finance, Lisa Aubrey, and Finance Manager, Simon Crabb.

Moved (Sinclair/Carr)

That the report 'Audit New Zealand's Management Report on the Long Term Plan Consultation Document for the Period 1 July 2015 to 30 June 2025' by Lisa Aubrey, General Manager Finance, and Simon Crabb, Finance Manager, and dated 29 June 2015, be received.

Carried**Te Ture Whenua Māori Reform (Item 7.1)**

ID: A759106

Report from Programme Manager – Māori Policy Specialist, Abraham Witana.

Moved (Shepherd/Brown)

That the report 'Te Ture Whenua Māori Reform' by Abraham Witana, Programme Manager – Māori Policy Specialist, and dated 2 July 2015, be received.

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

1. That council supports the possible lodgement of a submission on the Te Ture Whenua Māori Land Act 1993; and that the submission be based on the impact of the legislation on Northland Regional Council operations, policies, processes and strategies as well as any potential impact on the Northland region.
2. That in the event that council lodges a submission; council delegates authority to the Chairman Bill Shepherd and Councillor Dover Samuels to develop the detail of council's submission.
3. That in the event that council lodges a submission; council delegates authority to the Chief Executive Officer to sign the submission on behalf of council.

Carried

Secretarial Note: A memorandum titled 'Advice from Te Tai Tokerau Māori Advisory Committee' regarding a potential submission on the Te Ture Whenua Māori Reform was tabled for the council's consideration.

Proposed NES for Plantation Forestry (Item 7.2)

ID: A759456

Report from Senior Programme Manager – Resource Policy, Justin Murfitt.

Moved (Shepherd/Bain)

1. That the report 'Proposed NES for Plantation Forestry' by Justin Murfitt, Senior Programme Manager – Resource Policy, and dated 1 July 2015, be received.
2. That staff develop a draft submission on the National Environmental Standard for Plantation Forestry and the submission to remain consistent with the Regional Policy Statement.
3. That the draft submission be approved under authority delegated to the Chief Executive Officer, Councillor Carr, and Councillor Shepherd, prior to being lodged with the Ministry for Primary Industries.

Carried

Request for Approval to Write Off a Bad Debt (Item 7.3)

ID: A760891

Report from Accounts Officer, Shannon Parker.

Moved (Carr/Dimery)

1. That the report 'Request for Approval to Write Off a Bad Debt' by Shannon Parker, Accounts Officer, and dated 2 July 2015, be received.
2. That the debt owing by Gyu Ill Hwang totalling \$9,775.00 is approved to be written off.

Carried

Investment and Growth Reserve: Funding for Regional Promotion (Item 7.4)

ID: A760462

Report from Economist, Darryl Jones.

Moved (Bain/Brown)

1. That the report 'Investment and Growth Reserve: Funding for Regional Promotion' by Darryl Jones, Economist, and dated 3 July 2015, be received.
2. That council agree to allocate, in addition to the funding for operating expenditure, \$410,500 in each of the next three financial years (i.e. 2015/16 – 2017/18) from the Investment and Growth Reserve to Northland Inc. to undertake regional promotion activities.

3. That the allocation in 2015/16 be subject to the establishment of key performance indicators by the council's Chief Executive Officer that clearly specify the results expected from the additional regional promotional activities that will result from this funding.
4. That the allocation of funding for 2016/17 and 2017/18 be subject to satisfactory reporting on the services provided and the presentation of an expenditure budget.

Carried

Councillor Ramsey voted against the motion.

Far North District Council – Regional Council Rates – Proposed Remission of Additional Penalties and Penalties on Penalties (Item 7.5)

ID: A760916

Report from General Manager Finance, Lisa Aubrey.

Moved (Shepherd/Dimery)

1. That the report 'Far North District Council - Regional Council Rates - Proposed Remission of Additional Penalties and Penalties on Penalties' by Lisa Aubrey, General Manager Finance, and dated 2 July 2015, be received.
2. That Northland Regional Council confirms its consent and agreement for the Far North District Council to apply our joint rating policy and proposed remission of additional penalties on the regional council portion of rates arrears to be consistent with the Far North District Council and specifically:
 - a. *That council agree to cease charging additional rate penalties effective from 1 July 2015; and*
 - b. *That the remission of additional penalties will not take place until the end of the 30 June 2015 rating year; and*
 - c. *That the remission will only apply to penalties remaining unpaid on rate accounts as at the date the remissions are applied; and*
 - d. *That council agree to remit all additional penalties outstanding on rates accounts prior to 30 June 2015.*

Carried

Northland Inland Freight Route – NZTA Board Decision – Mangakahia Road – Designation as a State Highway and Formal Collaboration on Joint Asset Management (Item 7.6)

ID: A760614

Report from Manager Customer Services/Community Resilience, Tony Phipps, and Transport Operations Senior Programme Manager, Chris Powell.

Moved (Bain/Brown)

1. That the report 'Northland Inland Freight Route – NZTA Board Decision – Mangakahia Road – Designation as a State Highway and Formal Collaboration on Joint Asset Management' by Tony Phipps, Manager Customer Services/Community Resilience, and Chris Powell, Transport Operations Senior Programme Manager, dated 1 July 2015, be received.

2. That the Northland Regional Council participates in the development of options for formal collaboration arrangements for joint asset management across the Northland roading network.

Carried

Chairman's Report to Council (Item 8.1)

ID: A757758

Report from Chairman, Bill Shepherd.

Moved (Shepherd/Knight)

That the Chairman's report dated 3 July 2015 be received.

Carried

Chief Executive's Report to Council (Item 8.2)

ID: A757740

Report from Chief Executive Officer, Malcolm Nicolson.

Moved (Brown/Carr)

That the Chief Executive Officer's report dated 3 July 2015 be received.

Carried

Regional Transport Committee 3 June 2015 – Receipt of Minutes (Item 9.1)

ID: A761622

Report from Council Secretary, Chris Taylor.

Moved (Bain/Dimery)

That the unconfirmed minutes of the Regional Transport Committee meeting held on 3 June 2015 be received.

Carried

Environmental Management Committee 29 June 2015 – Receipt of Minutes (Item 9.2)

ID: A761198

Report from Committee Secretary, Nola Sooner.

Moved (Brown/Carr)

That the unconfirmed minutes of the Environmental Management Committee meeting held on 29 June 2015 be received.

Carried

Business with the Public Excluded (Item 10.0)

ID: A762197

Report from Council Secretary, Chris Taylor.

Moved (Shepherd/Ramsey)

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

Item No.	Item Issue	Reason\Grounds
10.1	Confidential Minutes of the Council Meeting – 16 June 2015	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
10.2	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).
10.3	Whāngārei (CityLink) Bus Service – Proposal to Delay Tender and Extend Term of Contract by One Year	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to allow the council to carry on, without prejudice or disadvantage, commercial activities 7(2)(h).
10.4	Ōmāpere/Kaikōhe Trial Passenger Transport Service	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).
10.5	Marsden Maritime Holdings Limited Appointment of Directors	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).

Carried

CONCLUSION

The meeting concluded at 3.44 pm.

ISSUE: Confirmation of Extraordinary Minutes – 28 July 2015**ID:** A774095**To:** Council Meeting, 15 September 2015**From:** Chris Taylor, Governance Support Manager**Date:** 26 August 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 extraordinary council meeting held on 28 July 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 extraordinary council meeting held on 28 July 2015 be confirmed as a true and correct record.

NORTHLAND REGIONAL COUNCIL

Minutes of the extraordinary meeting of the council
held in the Council Chamber, 36 Water Street, Whāngārei,
on Tuesday 28 July 2015, commencing at 10.00 am

Present:

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

In Attendance:

Full Meeting
Chief Executive Officer
Finance Manager
GM Environmental Services
Council Secretary

The Chairman declared the meeting open at 10.00 am.

Apologies (Item 1.0)

There were no apologies.

Declarations of Conflicts of Interest (Item 2.0)

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

Delegated Authority (Item 3.1)

ID: A766651

Report from Malcolm Nicolson, Chief Executive Officer.

Moved (Sinclair/Ramsey)

1. That the report 'Delegated Authority' by Malcolm Nicolson, Chief Executive Officer, and dated 27 July 2015, be received.
2. That the council confirm authorisation for the Chief Executive to act on the management of the Mangawhai Ratepayers' and Residents' Association/Rogan judicial review proceedings from the date the proceedings were served on the council, including the appointment of legal counsel to represent the council and the giving of instructions regarding the preparation, filing and serving of a statement of defence.

3. That the Chief Executive and Chairman approach Local Government New Zealand for their support in this review, given the implications for other councils in New Zealand, and brief the Minister accordingly.

Carried

CONCLUSION

The meeting concluded at 10.32 am.

Unconfirmed Minutes

ITEM: 5.3

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ISSUE: Receipt of Action Sheet**ID:** A774225**To:** Council Meeting, 15 September 2015**From:** Chris Taylor, Governance Support Manager**Date:** 27 August 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 Actions new

IRISID	Current Status	Request Date	Reso/Req	Description	Request Details	Note Text	Date of Note	Requested By
REQ.577212	Open	15 Apr 2015		Health and Safety Reform Bill	That the implications of the Health and Safety Reform Bill on volunteers be investigated (REQUEST).	An update is provided in the September Risk and Health and Safety Report.	04 Sep 2015	Council
REQ.577219	Closed	06 Aug 2014		OPUS Report	That an update on the OPUS report regarding resilience be provided at the October 2014 RTC meeting (REQ).	NZTA advised that the SH Resilience report was completed for the entire Region in 2013. This report was used to provide NLPT projects for resilience and preventative maintenance. It will also be used to inform NZTA's corridor projects.	13 Aug 2015	Regional Transport Committee
REQ.577220	Closed	19 Aug 2014	RESO	Insurance Cover - Maritime	That the final pricing for increased insurance cover for Harbour Master and Removal of Wreck be confirmed with the Finance Committee (RESO).	The Hazard and Risk Working Group agreed to take out an additional \$20 million of cover with AON at a cost of \$13,000. This gives a combined total cover of \$40 million. This action was presented to the Finance committee in agenda item 3.7 of the 18 August meeting.	01 Sep 2015	Finance Committee
REQ.577224	Open	19 Aug 2014		Internal Audits	That the internal audits over Support-Treasury and Democracy and Governance Reporting be undertaken (RESO).	Meeting and Governance Solutions met with the Executive Team and PAs/Admin Support on 11 August to scope out project and will meet with council to workshop the matter 15 September 2015.	31 Aug 2015	Finance Committee
REQ.577229	Open	09 Dec 2014		Kerikeri Spillway	That the CEO proceeds to acquire the necessary interests in land to enable the Kerikeri spillway flood scheme works to proceed (RESO)	The two main land acquisitions are continuing to be negotiated, an appeal has been filed by the main landowner and will be heard by the Environment Court with any subsequent appeal on the decision of the resource consent hearing.	04 Sep 2015	Council
REQ.577230	Closed	24 Jul 2014		Local Government Reform	That the TTMAC committee be kept informed of developments in respect of local government reform and provide opportunity for committee's views to be relayed to NRC (REQ)	The CEO will provide a verbal update on the current status of the Local Government Commission's activities in Northland to the 10 September Te Tai Tokerau Maori Advisory Committee meeting.	04 Sep 2015	Te Taitokerau Māori Advisory Committee
REQ.577232	Open	17 Feb 2015		Twin Coast Tourism Investment Project	That Northland Inc provides milestone and financial reports regarding the Twin Coast Tourism Investment Project (including contributions made by other parties) every 6 months to council, the first being for that ending August 2015 (RESO)	A report will be provided to the October council meeting.	31 Aug 2015	Council
REQ.577234	Closed	17 Feb 2015		City Link Whangarei Fare Prices	That the CEO continues discussions regarding the City Link Whangarei fare prices given the recent reduction in fuel costs.	Addressed at Council workshop of 04 August 15. Fares structure to be reviewed along with new contract and electronic ticketing system development	04 Aug 2015	Council
REQ.577237	Open	12 Feb 2015		Deep Sea Drilling	That a report be prepared regarding council's role in respect of deep sea drilling (REQ).	The first of two workshops was held with government regulators and Statoil on Friday 28 August. A second workshop will be organised shortly with representative opposed to petroleum exploration activities. Staff will keep Committee members informed as this progresses.	02 Sep 2015	Te Taitokerau Māori Advisory Committee

IRISID	Current Status	Request Date	Reso/Req	Description	Request Details	Note Text	Date of Note	Requested By
REQ.577238	Open	17 Feb 2015	REQ	Contract Management System	That the CEO liaise with Audit to clarify the recommendations regarding a contract management system and report back to the Finance Committee (REQ).	Techone Contract Management System implemented during week of 22-26 June. Further testing and refinement to take place during week of 29 June to 3 July with final specifications agreed and implemented on 6 and 7th July. Details of significant contracts will be entered into the system as a priority and training provided to relevant staff.	15 Jul 2015	Finance Committee
REQ.577239	Open	17 Feb 2015	REQ	Procurement Policy	That the Finance Committee be provided with information regarding the procurement policy and the recommended threshold requiring a formal resolution of council (REQ).	This matter will be workshopped with council in due course.	11 May 2015	Finance Committee
REQ.577240	Open	17 Feb 2015	REQ	Project Management	That the issues relating to Project Management (as identified in the Audit Management Report) be addressed including, but not limited to the appropriate method, staff training and reporting (REQ)	NRC has engaged Auckland university to run a 2 day in house training course for NRC staff and from this NRC will develop improved project management procedures/tools.	07 Sep 2015	Finance Committee
REQ.577241	Closed	17 Feb 2015	REQ	Staff Leave Balances	That the OPC address the policy for (and reporting of) staff leave balances (REQ).	This matter was discussed at the 30 June OPC meeting.	30 Jun 2015	Finance Committee
REQ.577257	Closed	21 Apr 2015	RESO	Te Hiku Iwi	That FNDC be approached with the aim of establishing a relationship with Te Hiku iwi before settlement is enacted (RESO).	This action point it is now incorporated within action point REQ 577258 and has therefore been closed.	04 Sep 2015	Council
REQ.577258	Open	21 Apr 2015	RESO	Te Oneroa-A-Tohe Statutory Board	The council work with FNDC to establish processes in regards to the establishment of Te Oneroa-A-Tohe Statutory Board (RESO)	Chairman Shepherd, Councillors Knight and Samuels along with senior staff met with FNDC representatives on 24 August 2015. Discussions focused on how both local authorities could best support the administration of the Board with FNDC agreeing to provide the admin. support for the first period. Other matters discussed included a joint approach to Te Hiku leaders with an offer to meet informally prior to the first formal meeting of the Board. NRC and FNDC staff will continue to discuss and coordinate local authority efforts to support the establishment of the Board.	04 Sep 2015	Council
REQ.577259	Closed	21 Apr 2015	RESO	Kaipara Harbour Settlement	That council participates in the pre-settlement negotiations for Kaipara Harbour (RESO)	COMPLETE/ON-GOING. Council met with Auckland, Whangarei and Kaipara district councils on 26 08 15 to discuss the Kaipara Moana Framework (possible settlement redress). Refer CEO's report for further detail: Iwi Liaison, Treaty Settlements.	26 Aug 2015	Council
REQ.577260	Closed	21 Apr 2015	RESO	Te Oneroa-a-Tohe Statutory Board	That council be provided with the documentation detailing the agreed cost breakdown for the ongoing costs of the Te Oneroa-a-Tohe Statutory Board (RESO)	Meeting held between FNDC/NRC 24 August 2015 to discuss Te Hiku Settlement. Decision letter to be sent. No further action required.	03 Sep 2015	Council
REQ.577269	Closed	21 Apr 2015	REQ	Heavy Metal Testing Programme	That the council be kept informed as to the ongoing discussion with Ngati Hau regarding the Puhipuhi Water Sediment Heavy Metal Testing Programme (REQ).	As part of a formal letter to council from Ngati Hau requesting council undertake further work in the catchment the report will be peer reviewed and form part of a formal response to Ngati Hau. Therefore it is proposed that this particular action be closed.	03 Sep 2015	Council

IRISID	Current Status	Request Date	Reso/Req	Description	Request Details	Note Text	Date of Note	Requested By
REQ.577272	Open	18 May 2015	RESO	Purchasing Land	That a 'fast strategy' be developed to undertake the special consultative procedure for the purchase of land for environmental benefit if required (RESO).	The Infrastructure Manager has been tasked with looking at the proper process for the selection and decision-making around the acquisition of land for environmental benefit.	07 Sep 2015	Council
REQ.577275	Closed	18 May 2015	REQ	Northland Inc. Workshop	That council be provided with the opportunity to workshop Northland Inc; including but not limited to cost versus outcomes and the opportunity cost of what other activities council could use the funding for (REQ).	COMPLETE. A workshop was held on 28 July 2015.	31 Jul 2015	Council
REQ.577281	Closed	19 May 2015		Audit Engagement Letter	That the Chairman sign the Audit Engagement Letter and also the Audit Arrangements Letter for the 30 June 2015 (the latter subject to Audit NZ agreeing to provide the Audit Opinion on 20 October 2015).	Signed Audit arrangements and engagement letters sent back to Audit NZ.	22 Jul 2015	Finance Committee
REQ.577282	Closed	19 May 2015	RESO	Creative Northland KPI's	That a joint party of councillors, a Creative Northland representative and staff work together to further develop and agree the KPI's and associated work programmes to be delivered with funding provided by council (RESO).	The Finance Committee resolved to approve Creative Northland's 2015-2016 Business Plan (which includes their measures and targets) at the 18 August Committee meeting. This completes this action point.	04 Sep 2015	Finance Committee
REQ.577284	Open	19 May 2015	RESO	Risk Profiling Assessment	That staff re-scope the 'Risk Profiling Assessment' to review the current risk register, with an emphasis on operational risk, and propose a development plan; including how it will be resourced (RESO)	The Risk Profiling Assessment has been rescope and sent to Deloitte for consideration.	04 Sep 2015	Finance Committee
REQ.577292	Closed	19 May 2015	RESO	Marsden Maritime Holdings Ltd Board	That the calling for candidates for appointment to the Marsden Maritime Holdings Limited Board be publicly notified and the necessary arrangements be made for interviewing interested preferred persons. (The interview panel to make a recommendation to council no later than the 14 July 2015 council meeting) (RESO)	Matter was discussed at July council meeting. MMH was advised of outcome in writing on 24 July 2015.	31 Jul 2015	Council
REQ.577422	Closed	16 Jun 2015	REQ	Te Karearea Strategic Alliance	That the role and purpose of the Te Karearea Strategic Alliance be reported to council.	Covered in Chairman's report to 15 September 2015 council meeting.	03 Sep 2015	Council
REQ.577425	Open	16 Jun 2015	RESO	Twin Coast Cycle Trail Proposal	That \$900k (excluding GST) be provided to FNDC from the Investment and Growth Reserve to support the completion of the Twin Coast Cycle Trail subject to the approved release by the CEO (on his satisfaction that the funding conditions have been met).	Also awaiting confirmation from FNDC regarding the conditions that councillors placed on the funding commitment.	06 Jul 2015	Council
REQ.577536	Open	30 Jun 2015	REQ	Human Resources Statistics and Salary Structure Design Questions	That the Human Resources Statistics Report include the additional data as requested and the 'Salary Structure Design' questions be addressed for the September meeting of the OPC Committee.	The next meeting of OPC has been deferred until 10 November 2015.	04 Sep 2015	Organisational Performance Committee
REQ.577621	Closed	08 Jul 2015	REQ	Catchment and Related Budgets	The tangibles on what is being achieved for each catchment and related budgets is to be brought back to the next Environmental Management Committee meeting on 31 August 2015.	Complete. Information was provided at EMC.	31 Aug 2015	Environmental Management Committee
REQ.577644	Closed	29 Jun 2015	REQ	Swamp Kauri	The Consents/Monitoring Manager confirmed he will present an agenda item to the next Environmental Management Committee meeting on Swamp Kauri.	Presentation provided at 31 August 2015 meeting of EMC.	31 Aug 2015	Environmental Management Committee
REQ.577647	Closed	29 Jun 2015	REQ	EMC - River Management Update	Cr J Carr requested that an update on Kawakawa and Taumarere be included within the next River Management Update.	Complete. Information provided at 31 August 2015 EMC meeting.	31 Aug 2015	Environmental Management Committee

IRISID	Current Status	Request Date	Reso/Req	Description	Request Details	Note Text	Date of Note	Requested By
REQ.577648	Closed	29 Jun 2015	RESO	EMC - Letter to MPI and NIWA re Mair Bank pipi decline.	That the Northland Regional Council write to the Minister of Primary Industries and NIWA requesting that the ministry develop a coordinated strategy to investigate mass shellfish mortality events and to take the lead role in the investigation of the Mair Bank pipi decline. A request was made for a further update report on the Mair Bank Pipi and Ngunguru Shellfish Mortality at the next Environmental Management Committee meeting. MPI representatives to be invited to attend the next Environmental Management Committee meeting on 31 August 2015.	Complete. Letter sent. MPI will be providing a presentation at the October meeting.	07 Sep 2015	Environmental Management Committee
REQ.577649	Closed	29 Jun 2015	RESO	EMC - Letter to be written to National Bovine TB Plan Review Secretariat	That Cr J Carr and Cr B Shepherd are given the responsibility to write a response to National Bovine TB Plan Review Secretariat in respect of the Plan Review and take into account the comments received from Mr A Clarkson.	Complete. Response sent.	04 Sep 2015	Environmental Management Committee
REQ.577714	Closed	14 Jul 2015	RESO	Submission Te Ture Whenua Maori Reform	That consideration be given to the lodging of a submission on the Te Ture Whenua Maori Land Act 1993, based on the impact of the legislation on NRC operations, policies, processes and strategies as well as any potential impact on the Northland region. Councillors Shepherd & Samuels to develop the detail and the CEO to sign off the submission.	Submission sent Friday 7 August 2015.	07 Aug 2015	Council
REQ.577715	Closed	14 Jul 2015	RESO	NES for Plantation Forestry	That a submission be drafted on the NES for Plantation Forestry and the submission to remain consistent with the RPS. The submission to be approved by the CEO and Councillors Carr and Shepherd prior to being lodged with MPI.	Submission on NES lodged 11 August - approved by CEO, Chairman & Councillor Carr. At the recent RSG meeting the Minister confirmed the intention to proceed with the NES.	01 Sep 2015	Council
REQ.577716	Closed	14 Jul 2015	RESO	Write off of Bad Debt	That the debt owing to Gyu Ill Hwang totalling \$9,775.00 be written off.	COMPLETED. Bad Debt written off.	17 Jul 2015	Council
REQ.577718	Closed	14 Jul 2015	RESO	Regional Promotion Funding	That \$410,500 be allocated in the next three financial years (i.e. 2015/16 - 2017/18) from the Investment and Growth Reserve to Northland Inc. to undertake regional promotion activities (subject to the criteria agreed by council).	COMPLETED, \$410,500 has been incorporated into the 15-16, 16-17 and 17-18 revised budgets for Northland Inc.'s regional promotional activities, funded from councils Investment and Growth Reserve.	17 Jul 2015	Council
REQ.577719	Closed	14 Jul 2015		Environment Fund	That recommendations be brought back to council regarding how late withdrawals from the Environment Fund can be addressed.	This was addressed at August EMC, with a recommendation resolved to over allocate the Fund by up to \$100k to ensure that the Fund can be fully utilised.	31 Aug 2015	Council
REQ.578070	Closed	18 Aug 2015	RESO	External Borrowing	That \$5,992,584 of external borrowing is invested in accordance with the Infrastructure Investment Fund SIPO.	Investment complete.	30 Aug 2015	Finance Committee
REQ.578071	Open	21 Aug 2015	RESO	Local Government Funding Agency	That joining the LGFA be evaluated with a view of borrowing a further \$6M on a fixed basis for a term of 12 years.	An evaluation and assessment of the advantages and disadvantages of joining the LGFA will be undertaken at the conclusion of the 2015 Annual report.	01 Sep 2015	Finance Committee
REQ.578072	Closed	21 Aug 2015	REQ	Submission on Te Ture Whenua Reform	That FNDC's submission on Te Ture Whenua Reform be provided to councillors.	COMPLETE. Information sent to councillors 28 August 2015.	28 Aug 2015	Finance Committee

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ISSUE: Financial Report to 31 August 2015**ID:** A776121**To:** Council Meeting, 15 September 2015**From:** Steve Goddard, Management Accountant**Date:** 2 September 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 two months ended 31 August 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 2015–2025, 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 31 August 2015' by Steve Goddard, Management Accountant, and dated 2 September 2015, be received.

Report:

The council report for the year to date (YTD) shows a net operating surplus of \$914K against a budgeted net surplus of \$754K, resulting in an overall favourable variance for the year to date of \$159K before transfers (to) or from Special Reserves. This variance arises from the total expenditure for the two months being behind budget by \$109K or 2.5%, and the total revenue being ahead of budget by \$50K or 1%.











At this time of the financial year we anticipate some variances between actual and budget as programmes of work are established. Mooring fees, coastal, and land use charges have been billed for the year and staff are currently preparing invoices for water takes and discharges.

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Capital expenditure for the year to date is \$874K compared with a budget of \$870K which is as expected. For further detail see the table below:

SUMMARY OPERATING RESULTS			
	000's ACTUAL YTD	000's BUDGET YTD	000's VARIANCE YTD
Revenue (including other gains)	\$ 5,080	\$ 5,030	\$ 50
Expenditure	\$ 4,166	\$ 4,275	\$ 109
NET (COST)/SURPLUS BEFORE TRANSFERS FROM/(TO) RESERVES	\$ 914	\$ 754	\$ 159

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

The unfavorable Economic Development expenditure variance (red light above) is predominantly due to \$109K of increased rates costs incurred. This increase is a result of a higher than expected district council rate increase and untenanted buildings which would usually have the rates charged directly to the tenants.

YTD CAPITAL EXPENDITURE BY COUNCIL ACTIVITY			
	\$000's	Brief Description of Major Items Purchased	
Monitoring	\$ 3	Water quality monitoring instruments	
Biosecurity	\$ 25	Ultrasonic device to kill Fan worm	
Emergency Management			
Land & Biodiversity			
River Management	\$ 606	Construction at Kotuku Dam, Kerikeri Spillway, and GPS upgrades for survey equipment	
Commercial Investments			
Harbour Safety & Navigation	\$ 21	Upgrade of outboards for vessel Karetu	
Oil Pollution response			
Information Systems	\$ 97	Network infrastructure	
Community representation			
Support Services and Commercial	\$ 122	Air conditioning replacement programme and one vehicle	
TOTAL CAPITAL EXPENDITURE YEAR TO DATE	\$ 874		

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ISSUE: Council Bank Accounts – Cheque Signatory Delegations**ID:** A774115**To:** Council Meeting, 15 September 2015**From:** Kym Ace, Financial Systems Administrator**Date:** 27 August 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 Policy:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Executive summary:

The purpose of this report is to amend the cheque signatory delegations to add the new Financial Accountant as an approved signatory. It concludes with the recommendation that cheque signatory delegations be updated as specified.

Legal compliance and significance assessment:

The activities detailed in this report are in accordance with the council's Treasury Management Policy which was adopted in compliance with the decision making requirements of sections 76-82 of the Local Government Act 2002 and as such this matter is not deemed to be significant.

Recommendations:

1. That the report 'Council Bank Accounts – Cheque Signatory Delegations', from Kym Ace, Financial Systems Administrator, and dated 27 August 2015, be received.
2. **Manual signing:**
That any two of the following signatories be authorised to countersign cheques for payments drawn on the council's bank account numbers:
 - i. 12-3115-0057000-00 Current Account operated at the ASB Bank Limited, Walton Street, Whangārei Branch, and any other accounts, which the council may operate from time to time.
 - ii. Call and term deposit accounts with the ASB and other registered trading banks in New Zealand.

Approved signatories:

Malcolm Charles Nicolson
Anthony Glenn Phipps

Jonathan Charles Gibbard

Simon John Crabb
Vincent John McColl
Stephen John Goddard

Chief Executive Officer
Group Manager – Customer Services/Community Resilience
Group Manager – Strategy and Governance
Finance Manager
Financial Accountant
Management Accountant

ITEM: 6.2

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3. That any two of the following signatories are authorised to operate the Bank of New Zealand bank account number 02-0492-00340027-00 at the Bank of New Zealand Limited, Bank Street, Whangārei.

Approved signatories:

Malcolm Charles Nicolson	Chief Executive Officer
Anthony Glenn Phipps	Group Manager – Customer Services/Community Resilience
Jonathan Charles Gibbard	Group Manager – Strategy and Governance
Simon John Crabb	Finance Manager
Vincent John McColl	Financial Accountant
Stephen John Goddard	Management Accountant

4. That vouchers or documents authorising manual or electronic transactions be authorised by any two of the above approved signatories.
5. That electronic transactions may be prepared and uploaded by the Finance Systems Administrator and/or Accounts Officer (being the upload of creditor and payroll payment files) but these must be authorised by any two of the above approved signatories.
6. That these delegations, when approved, be notified to the ASB Bank Limited, the Bank of New Zealand Limited, and other registered trading banks for implementation.

Report:

The delegation for authorising payment vouchers, signing cheques and authorising electronic payments on the council's ASB Bank, Bank of New Zealand account and investment accounts was last amended in July 2015.

The amendment proposed by this report is to add the new Financial Accountant as an approved signatory being able to authorise transactions and operate the various bank accounts as listed above.

The full list of signatories currently able to authorise transactions and operate the various bank accounts is listed above. The delegation provides for the Chief Executive Officer, the Group Manager – Customer Services/Community Resilience, the Group Manager – Strategy and Governance, the Finance Manager, the Financial Accountant and the Management Accountant to authorise vouchers and sign cheques on behalf of the council on all ASB accounts, the BNZ account, and other registered trading banks in New Zealand.

The recommended resolution is to take effect from 15 September 2015 and will update the council's delegations to authorise transactions and the operation of its various bank accounts.

ISSUE: Northland Inc. Limited – Statement of Intent 2015–2018**ID:** A775482**To:** Council Meeting, 15 September 2015**From:** Darryl Jones, Economist**Date:** 8 September 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 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 present to council Northland Inc. Limited's (Northland Inc.) final Statement of Intent (SOI) for 2015–2018. The document incorporates the changes recommended by council following the review of the draft SOI 2015-2018 in March and April 2015. Under section 65(2) of the Local Government Act (LGA) 2002 council must agree to the SOI or if not agree, take steps to require the SOI to be modified. Officers recommend that council agree to the SOI 2015-2018 as attached.

Legal compliance and significance assessment:

Staff have reviewed the SOI for compliance with Schedule 8 of the LGA 2002 and consider it complies with requirements. The process outlined in the agenda item is part of normal council business. It is therefore not considered to be significant under council policy.

Recommendations:

-
1. That the report 'Northland Inc. Limited – Statement of Intent 2015–2018' by Darryl Jones, Economist, and dated 8 September 2015, be received.
 2. That council agree to Northland Inc. Limited's Statement of Intent 2015–2018 as set out in **Attachment 2**.
-

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Report:

In early February 2015 Northland Inc. provided a draft SOI 2015–2018 for council's consideration. This was received at the council meeting on 17 February 2015. It was noted at that time that an earlier draft of the SOI had been the subject of a council workshop with Northland Inc. staff and directors on 16 December 2014. Council agreed at its February meeting to delegate authority to the Chief Executive Officer (CEO), in consultation with relevant NRC committees/working parties and other parties to provide feedback to Northland Inc. on the draft. Under Schedule 8(3) of the LGA 2002, the council had until the end of April to do so.

A joint workshop of the Economic Development Working Party and the Audit Working Group, with an open invitation to all councillors, was held on 16 April 2015 to further discuss the draft SOI. This was immediately followed by a workshop with Northland Inc. staff and board members to provide feedback. A written formal response reflecting the discussion at the workshop was sent from the CEO to Northland Inc. on 28 April 2015 (**Attachment 1**).

Council received a Northland Inc. Board approved final version of the SOI 2015–2018 (**Attachment 2**) on 30 June as required by Schedule 8(3) of the LGA 2002.

As shareholders of Northland Inc., council has a requirement under section 65(2) of the LGA 2020 to agree to the statement of intent or if it does not agree, request a modification.

Given that the changes outlined in the letter dated 28 April 2015 have been incorporated into the final SOI received from Northland Inc., and that the SOI is in compliance with Schedule 8 of the LGA 2002, officers recommend that the SOI 2015–2018 as contained in Attachment 2 be agreed to by council.

If there are matters that council wish to see incorporated into the SOI of Northland Inc., officers recommend that these should be brought to the attention of Northland Inc. for their consideration as they develop the draft SOI 2016–2019. In this regard, council are hosting a workshop on 20 October 2015 to review the 2014/15 Annual Report of Northland Inc. as part of its regular performance monitoring.



Te Kaunihera a rohe o Te Tai Tokerau

28 April 2015

David Wilson, CEO
Northland Inc Limited
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Whāngārei 0140

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WHĀNGĀREI 0148
New Zealand

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Environmental Hotline:
0800 504 639
Fax: 09 470 1202
Email: mailroom@nrc.govt.nz

Dear David

Northland Inc Limited Draft Statement of Intent 2015/18

www.nrc.govt.nz

The purpose of this letter is, as the shareholders of Northland Inc, to provide you with comments on the draft Statement of Intent (SOI) for the three year period 2015/16 – 2017/18 in accordance with Schedule 8 Clause 3(a) of the Local Government Act. Thanks very much for the opportunity over the last few months to have various conversations with Northland Inc regarding the draft SOI, including a presentation of your intentions regarding the draft SOI to the council Long Term Plan (LTP) workshop on 16 December 2014, the formal receiving of the draft SOI at the council meeting on 17 February 2015, and an informal discussion with officers and councillors on 16 April 2015.

Our feedback is arranged in three areas: comments on the scene setting paragraphs, general comments about the Northland Inc objectives and activities, and a few minor points to consider.

Message from Board, Introduction and Background sections

- It would be sensible to outline in one place the legal position of Northland Inc. Statements regarding what type of organisation Northland Inc is are currently spread across the first three paragraphs. A description of the organisation such as set out on page 11 of Northland Inc's 2013/14 annual report may be appropriate.
- It is possible to read an inconsistency between the first and the third paragraphs in terms of the appointment of directors, i.e. the first paragraph refers to NRC and the three territorial authorities appointing directors; the third to just NRC.
- The list in the background section is not the council's economic development objectives. This is the list of activities that the council established for Northland Inc in the 2012-2022 LTP (p.112). I draw your attention to the list of activities and functions listed for Northland Inc in the draft 2015-2025 LTP (p.120 of the Supporting Information document). These should be referred to in the SOI.
- Reference in this section should also be made to council's objectives, community outcomes, values and areas of focus as set out in the draft 2015-2025 LTP consultation documents. While not specifically setting out an economic development objective, a number of these are of relevance to guiding the setting of Northland Inc's own objectives, approach and activities.

- It should be noted that submissions on the council's draft LTP closed on Friday 24 April. Following a process of deliberations and public hearings, council is set to adopt the 2015-2025 LTP at its meeting on 16 June. I will communicate any changes to the list of council objectives and Northland Inc activities and functions as soon as possible so that these can be incorporated into Northland Inc's SOI. It is important that there is an accurate reference between the final LTP and Northland Inc's SOI.

General comments on Northland Inc's objectives and activities

- Council requests that the SOI contain reference to the delivery of an annual business plan. The plan should, among other things, detail how Northland Inc intends to achieve its objectives, provide clarification on how it facilitates economic development and elaborate on how it will engage with key partners such as iwi. It is requested that the annual business plan be delivered to council at the same time as the final SOI.
- Care needs to be made in phrasing some of the objectives in terms of reflecting more correctly what Northland Inc can actually deliver. For example, the sixth bullet point states that an objective is to create jobs in Northland. Northland Inc itself does not create jobs; the private sector does this. Such objectives should be amended by a phrase such as "**Assist the private sector to** create jobs...".
- It would be appropriate to move the paragraphs referencing the Economic Action Plan into the Background section. This is an important driver of what Northland Inc does and so should be mentioned alongside the other drivers, being NRC's LTP. While it is an important focus of Northland Inc's work in the coming year, it is not the only factor that is influencing the four work streams which is how the draft SOI currently reads.
- In relation to the Economic Action Plan, Northland Inc should be referenced as the lead agency in the region to drive its implementation. While it will be extremely important for partnerships to be formed to enable implementation, Northland Inc is engaging in these partnerships because it has the lead role.

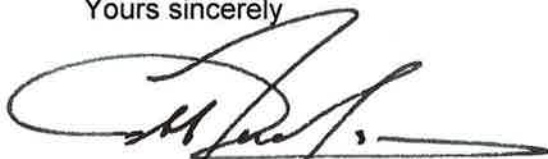
Minor points to consider

- Accounting policies – reference is given in a future tense, i.e. "will". However, Northland Inc's accounting policies are set out in its 2013/14 annual report. These could be attached as an appendix to the SOI.
- Be consistent in the use of abbreviations, e.g. sometime Northland Regional Council is spelt out in full, sometimes abbreviated as NRC.
- Please ensure the correct years are referred to. For example, section 10 refers to the 2014/15 financial year.

Finally, council requests that Northland Inc provide greater detail of its operations in its quarterly and half yearly reports to council. Councillors are seeking a higher level of feedback on Northland Inc activities than they are currently receiving.

Please do not hesitate to contact me should you have any questions regarding these comments.

Yours sincerely



Malcolm Nicolson
Chief Executive Officer

A742539

Northland Inc Limited
Statement of Intent
2015/18

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1 Message from the Board

This Statement of Intent lays out how Northland Inc Limited (Northland Inc) will support the Northland Regional Council (Council) with its economic development objectives for Northland. Northland Inc is tasked to implement economic development activities and support investment in the Northland economy. It does these things to improve the prosperity and well-being of Northlanders.

2 Introduction

This Statement of Intent is a public declaration of the activities and intentions of Northland Inc; it has been prepared in accordance with Clause 9 of Schedule 8 of the Local Government Act 2002 as amended.

Northland Inc Limited is a Company registered under the Companies Act 1993 and is a reporting entity for the purposes of the Financial Reporting Act 1993 and is also a subsidiary of the Northland Regional Council. The Company is a council-controlled organisation as defined under section 6 of the Local Government Act 2002, by virtue of the Council's right to appoint the Directors. The financial statements of the Company have been prepared in accordance with the Financial Reporting Act 1993 as required by the Local Government Act 2002.

The primary objective of Northland Inc is to provide services for the community or social benefit rather than making a financial return. Accordingly, Northland Inc has designated itself as a public benefit entity (PBE) for the purposes of New Zealand equivalents to International Financial Reporting Standards (NZ IFRS).

Northland Inc is funded by an operational contribution from Council and is project funded through public and private agencies, with central government being the next largest contributor. The organisation has a governance board of five Directors appointed for three years or as otherwise specified from time to time by Council. A Chair is chosen by the Directors. Operational activity is led by the Chief Executive Officer.

Northland Inc has no subsidiaries or joint ventures.

The Statement of Intent is the guiding governance tool and terms of reference of Northland Inc and defines the key performance indicators as agreed by the owner/shareholder (Northland Regional Council). The statement outlines the Directors' accountabilities to the shareholders for corporate performance.

3 Background

Northland Inc is the Regional Economic Development Agency encompassing the Regional Tourism Organisation (RTO).

Northland Inc works with a number of strategically important institutions in Northland across public and private sector with common agenda to strengthen, grow and diversify Northland's economy.

The Northland Regional Council's 2015 Long term Plan (LTP) includes policies and objectives for Northland Inc. Limited. The activities and functions of the economic development organisation outlined within the LTP are:

- Provide advice to Northland Regional Council in regard to investment opportunities for Northland that may provide a better return for council funds and protect shareholder interests.
- Provide well researched and well prepared economic development projects for consideration of Northland Regional Council's Investment and Growth Reserve.
- Prepare investment cases and the subsequent funding of major projects, utilising a syndication of funding streams including the Investment and Growth Reserve.
- Partner with iwi, hapū and Māori collective organisations to facilitate economic development opportunities for Northland.
- Establish a suite of capital assistance and business investment partners; including an Angel Investor network and access to venture capital for Northland entrepreneurs and firms.
- Facilitate business support for Northland firms to build business capability and capacity, promote capital investment, research and development.
- Communicate Northland's economic development successes to internal and external stakeholders to build confidence in the Northland economy.
- Leverage Northland's proximity to Auckland to facilitate economic development opportunities for Northland.
- Work to reduce disparities in Northland by actively promoting economic development projects that can lift communities and local economies.
- Promoting Northland as a place to live, work, invest and visit.

The Council's LTP sets out Council's objectives, community outcomes, values and areas of focus. Collectively this provides a statement about the direction the council wishes to take in making a meaningful contribution to the region. A number of these are relevant to guiding the setting of Northland Inc's objectives, approach and activities.

Community outcomes means the outcomes that the council aims to achieve in meeting the current and future needs of communities for good quality local infrastructure, local public services and performance of regulatory services.

The outcomes the Council wants to achieve for the region are:

1. Northland's overall environment is maintained or improved with an emphasis on encouraging the sustainable access to and use of resources.
2. Northland has strong local government leadership ensuring safe and resilient communities.
3. Northland is promoted effectively.

Council values set out what Council wants the organisation to be like – the way Council conducts its business.

The values of Council are:

1. We are a positive and customer-friendly organisation; and
2. We progressively increase the engagement of Northlanders' in our activities.

Areas of focus outline the over-arching priorities for the services Council delivers.

Council will:

1. Develop meaningful and inclusive relationships with iwi and tangata whenua within Te Rohe o Te Tai Tokerau;
2. Provide a business-friendly environment;
3. Maximise returns to the community from funds invested and effective use of assets; and
4. Identify, promote or invest in regionally significant infrastructure.

Key strategic actions for 2015/16 will be guided by the Northland Economic Action Plan developed in 2015. This builds on the *Regional Growth Study* undertaken in 2014/15 in partnership with MBIE and MPI and aligns with Government's economic development goals for New Zealand by 2025 where the emphasis is on business growth, lifting productivity and exports. It also aligns with the *He Tangata He Whenua He Oranga (Te Tai Tokerau Maori Economic Development Strategy)* undertaken by the Te Tai Tokerau Iwi CEO Consortium and other supporting regional strategies.

Northland Inc is the lead agency in the region for the delivery of the Northland Economic Action Plan. As the lead agency, Northland Inc will be partnering with key regional organisations and central government to facilitate the development of Northland Economic Action Plan.

4 Northland Inc Vision, Mission and Objectives (Sec 9 (1) (a))

Northland Inc is the Regional Economic Development Agency for Northland encompassing the roles and functions of the Regional Tourism Organisation (RTO). Northland Inc supports the Council and Government by undertaking activities that support their economic objectives.

Vision

Northland is one of the most prosperous regions in New Zealand delivering employment and business opportunities for locals in a fair and equitable society and a healthy and productive environment.

Mission

To strengthen, diversify and grow the Northland economy.

Objectives

- Provide vision, aspiration, leadership and unity-of-purpose in sustainable economic development for Northland
- Partner with Iwi, hapu, and Maori collective organisations to facilitate economic development opportunities for Northland

- Support the reduction in income disparities in Northland by actively promoting business growth and employment opportunities
- Assist the private sector to create jobs and increase the value of Northland's exports through new business development, business growth, capital investment, market development, value chain improvements and value-added economic activities
- Increase innovation, research and development in Northland
- Provide advice to Council, Territorial Authorities and Government on strategy, economic trends and economic development opportunities in Northland
- Support and leverage the development and funding of major projects that benefit Northland
- Leverage Council's Investment and Growth Reserve to attract investment into Northland
- Communicate Northland's economic successes to build private sector confidence in the Northland economy
- Leverage Northland's proximity to Auckland
- Promote and enhance perceptions of the region as a place to do business, invest, live and visit

5 Governance Approach (Sec 9 (1) (b))

- (i) The Board will effectively represent and promote the interests of the shareholder by seeking to fulfil its mandate as described above.
- (ii) The Board will discharge their duties in accordance with the Board Charter
- (iii) The Board will promote the development of the management structure through delegation of responsibilities and authority to the Company's management team.
- (iv) The Board will direct and monitor management performance through:
 - the establishment of clear strategic objectives and plans;
 - regular meetings to review performance and progress towards set objectives;
 - the approval of detailed operating and capital budgets;
 - regular meetings to review actual performance against budget;
- (v) The Board will familiarise itself with the issues of concern to the shareholder through regular interaction with the shareholder.
- (vi) The Board will employ "best practice" in exercising its fiduciary management responsibilities.

6 Nature and scope of activities to be undertaken (Sec 9 (1) (c)):

The nature and scope of activities of Northland Inc are to deliver on the vision, mission and objectives of the organisation through focusing on the following areas:

1. Supporting Business Growth and Innovation by
 - a. Working with and supporting businesses that want to grow
 - b. Supporting and encouraging innovation in Northland firms

- c. Facilitating increased productivity in primary industries
 - d. Facilitating the development of increased processing, manufacturing and service industries that leverage Northlands key sectors and comparative advantages
 - e. Developing clusters, business networks or associations to take advantage of market development opportunities
 - f. Developing a range of capital support mechanisms for Northland Firms
2. Supporting Investment and Infrastructure by
- a. Actively supporting and facilitating investment in strategic sectors in the Northland economy
 - b. Acting as a clearing house for inward investment into Northland by preparing and conducting robust feasibility, due diligence, business case and risk assessments in support of investment proposals
 - c. Providing a continual deal flow of investment ready proposals for the Council's Investment and Growth Reserve
 - d. Leveraging council investments to increase investment into the Northland economy
 - e. Supporting and facilitating the development of new and enabling infrastructure such as UFB, roads, rail and water
 - f. Managing projects on behalf of Council at Council's request
3. Supporting Maori Economic Development by
- a. Engaging with Maori to advance iwi, hapu and whanau aspirations for economic development
 - b. Supporting the implementation of *He Tangata He Whenua He Oranga*
 - c. Partnering with Maori in investment, business and economic development projects
4. Promoting the region by
- a. Positioning and marketing Northland as an attractive place to visit, work, invest and live
 - b. Promoting investment and market development in Northland's strategic growth sectors
 - c. Hosting and performing the functions of a *Regional Tourism Organisation* in partnership with Tourism New Zealand and TIANZ to promote Northland as a quality visitor destination
 - d. Increasing the value gained from visitors by increasing regional spread, length of stay and an authentic visitor experience
 - e. Promoting and marketing conferences and events in Northland.

In undertaking these activities Northland Inc will seek to:

- achieve the objectives of its Shareholders, both commercial and non-commercial as specified in this Statement of Intent;
- be a good employer;
- exhibit social and environmental responsibility

Further detail on how Northland Inc intends to deliver these activities is developed within Northland Inc's annual Business Plan. The Business Plan is prepared using an Intervention Logic assessment process. The Business Plan will be presented to Council as a supporting document to this Statement of Intent.

7 Shareholders' funds (Sec 9 (1) (d))

The Equity Ratio shall be 100% unless specifically authorised by the shareholder.

8 Accounting policies (Sec 9 (1) (e))

The accounting policies that have been adopted are detailed in the Company's 2013/14 Annual Report. A copy is included as **Appendix A**.

The Company is classified as a Public Benefit Entity {PBE}.

9 Performance targets (Sec 9 (1) (f))

Key Performance indicators are:

- Prudent financial management
- The Northland Economic Action Plan implementation is underway
- A minimum of 150 unique business engagements and \$1.5 mil invested in building capacity and supporting innovation in Northland firms¹
- A minimum of 4 Northland Inc Board recommendations made to the Northland Regional Council Investment and Growth Reserve for funding
- A minimum of two Board recommendations to partner with Iwi, hapu and/or Maori collective organisations on economic development projects
- A minimum of 10% annual increase in (Google Analytics) sessions on www.northlandnz.com

¹ Regional Business Partnership Voucher Funding: \$150,000; Callaghan Innovation investment \$540,000 plus leveraged private sector investment \$810,000

10 Distributions to shareholders (Sec 9 (1) (g))

No distribution to the shareholder is required during the 2015/16 financial year.

11 Information to be provided to the Shareholders (Sec 9 (1) (h))

Directors will formally report progress against the SOI to the Council quarterly via a written report submitted within 6 weeks of the end of the 1st and 3rd quarters, and attendance at a Council meeting thereafter as per Council schedule dictates.

In compliance with Clause 66 of Part 5 the Directors will, by the 28th February of each year, deliver to the shareholder an unaudited half year report containing at least:

- a Statement of Performance, Position and Cash flow as at the half year balance date
- financial forecasts for the full year and comparison to approve budgets
- commentary on progress to meeting performance targets and the expected year end position.

In accordance with Sec 2 of Schedule 8 the Directors will deliver a draft SOI to the shareholder by 28th February of each year for the subsequent three year period.

In accordance with Sec 3 of Schedule 8 the Directors will deliver a Board approved SOI to the shareholder on or before the 30th June of each year.

In compliance with Clause 67 of Part 5 the Directors will, by 30th September of each year, deliver to the shareholder an audited Annual Report which meets the requirements of Sec 68 and Sec 69 of Part 5. In addition the Director's Report is to contain a declaration by the Board as to the compliance with the Act and specifically that the requirements of Schedule 8 have been met.

12 New entries, acquisitions and sales (Sec 9 (1) (i))

Directors may not create any new legal entity, acquire shares or any equity interest in any existing legal entity or sell any interest held by the Company without the specific approval of the Council as the shareholder.

13 Activities for which local authority funding is sought (Sec 9 (1) (j))

Northland Inc reserves the right to seek compensation from time to time for the necessity to provide any service required by the Council where funding has not been previously agreed.

14 Estimate of the commercial value of the shareholders' investment (Sec 9 (1) (k))

The Directors' forecasted estimate of the commercial value of the Shareholders' investment in Northland Inc at 30 June 2016 is \$10,000 and is equal to the Shareholders' equity in the Company. Reassessment of the value of this shareholding shall be undertaken by 30 June each year.

The business should be viable (have a positive net worth) by the end of each financial year.

15 Any other matters (Sec 9 (1) (l))

The Council is required to hold a confidential Council meeting at Northland Inc's request to discuss any matter which is considered commercially sensitive. Northland Inc has the ability to submit formal reports into the confidential agenda of any such meeting.

16 Financial Information (Sec 9 (3))

A prospective statement of financial performance is included as **Appendix B**.

Appendix A: Northland Inc Accounting Policies

1. STATEMENT OF ACCOUNTING POLICIES

Basis of preparation

The financial statements of Northland Inc Limited have been prepared in accordance with the requirements of the Local Government Act 2002: Part 6, section 98 and Part 3 of Schedule 10, which includes the requirement to comply with generally accepted accounting practice in New Zealand (NZ GAAP).

These financial statements have been prepared in accordance with NZ GAAP. They comply with NZ IFRS, and other applicable Financial Reporting Standards, as appropriate for public benefit entities.

The financial statements have been prepared on a historical cost basis.

The financial statements are presented in New Zealand dollars and all values are rounded to the nearest dollar. The functional currency of Northland Inc Limited is New Zealand dollars.

Changes in Accounting Policies

The accounting policies set out below have been applied consistently to all periods presented in these financial statements.

There have been no changes in accounting policies during the financial year.

Early adopted amendments and revisions to standards

The following amendments and revision to standards have been early adopted:

Amendments to NZ IFRS 7 Financial Instruments: Disclosures - The amendment reduces the disclosure requirements relating to credit risk. Full disclosure has been included in these financial statements as per Note 21.

Standards and interpretations issued and not yet adopted

Standards, amendments and interpretations issued but not yet effective that has not been early adopted, and which are relevant to the Company include:

NZ IFRS 9 Financial Instruments will eventually replace NZ IAS 39 Financial Instruments: Recognition and Measurement. NZ IAS 39 is being replaced through the following 3 main phases: Phase 1 Classification and Measurement, Phase 2 Impairment Methodology and Phase 3 Hedge Accounting. Phase 1 on the classification and measurement of financial assets has been completed and has been published in the new financial instrument standard NZ IFRS 9. NZ IFRS 9 uses a single approach to determine whether a financial asset is measured at amortised cost or fair value, replacing the many different rules in NZ IAS 39. The approach in NZ IFRS 9 is based on how an entity manages its financial instruments (its business model) and the contractual cash flow characteristics of the financial assets. The new standard also requires a single impairment method to be used, replacing the many different impairment methods in NZ IAS 39. The financial liability requirements are the same as those of NZ IAS 39, except for when an entity elects to designate a financial liability at fair value through the surplus/deficit. The new standard is required to be adopted for the year ended 30 June 2016. However, as a new Accounting Standards Framework will apply before this date, there is no certainty when an equivalent standard to NZ IFRS9 will be applied by public benefit entities.

The Minister of Commerce has approved a new Accounting Standards Framework (incorporating a new Tier Strategy) developed by the External Reporting Board (XRB). Under this Accounting Standards Framework, the Company is classified as a Tier 3 reporting entity and it will apply the PBE Simple Format Reporting Standard - Accrual (PSFR-A). The effective date for public sector PBEs to adopt the PBE Standards will be periods beginning on or after 1 July 2014. This means the Company expects to transition to the new standards in preparing its 30 June 2015 financial statements.

Due to the change in the Accounting Standards Framework for public benefit entities, it is expected that all new NZ IFRS and amendments to existing NZ IFRS will not be applicable to public benefit entities. Therefore, the XRB has effectively frozen the financial reporting requirements for public benefit entities up until the new Accounting Standard Framework is effective. Accordingly, no disclosure has been made about new or amended NZ IFRS that exclude public benefit entities from their scope.

Appendix B: Prospective Statement of Financial Performance

NORTHLAND INC Forecast Prospective Statement of Financial Performance							
Income	2015/16	Forecast		2016/17	Forecast		2017/18
NRC Opex		1,170,815			1,198,212		1,227,483
NRC I & G		200,000			200,000		200,000
NRC Regional Promotions		410,000			419,594		429,832
WDC		105,000			105,000		105,000
FNDC		55,000			55,000		55,000
NZTE & CI		230,000			230,000		230,000
KDC		10,000			10,000		10,000
Project Income		79,000			79,000		79,000
TCDH		187,000			250,000		0
Total Income		2,446,815			2,546,806		2,336,315
Less							
Programme Expenditure	1,086,529			1,150,541		907,704	
Salaries	907,375			934,596		957,960	
Overheads	442,911			451,669		460,651	
Total Expenditure	2,436,815			2,536,806		2,326,315	
Net Surplus		\$ 10,000			\$ 10,000		\$ 10,000
Notes							
Forecasted NRC Opex Income on LTP							
Tax of 28% expected on any surplus							
FNDC & KDC funding estimates							

ISSUE: Northland Inc. Limited Approval to Pay 2015/16 Quarter Two Funding**ID:** A774744**To:** Council Meeting, 15 September 2015**From:** Simon Crabb, Finance Manager**Date:** 28 August 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 Policy:	<input type="checkbox"/>	Triggered	<input checked="" type="checkbox"/>	Not Triggered		

Executive summary:

The purpose of this report is to seek approval to pay Northland Inc. Limited their second quarter (October to December) funding of the 2015/16 financial year. Upon approval, the payment of \$292,703.75 plus GST will be released in October 2015.

Legal compliance and significance assessment:

The decisions requested in this item flow from the Long Term Plan 2015–2025 and previous decisions of council to set up Northland Inc. Limited as its council controlled organisation. They are part of council's normal operations and are not regarded as significant under council policy.

Recommendations:

-
1. That the report 'Northland Inc. Limited Approval to Pay 2015/16 Quarter Two Funding' by Simon Crabb, Finance Manager, and dated 28 August 2015, be received.
 2. That Northland Inc. Limited are paid \$292,703.75 plus GST in October 2015, from the Northland Regional Council Investment and Growth Reserve as quarter two funding of the 2015/16 financial year, upon receipt of an invoice from Northland Inc. Limited.
-

ITEM: 7.2

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Report:**2015/16 financial year quarter two funding**

In the 2015–2025 Long Term Plan council agreed to provide Northland Inc. Limited up to \$1,170,815 annual funding in 2015/16 from the Investment and Growth Reserve, being \$1,069,005 for operational activities and a further \$101,810 for regional promotion activities.

It is recommended that council approve the payment of \$292,703.75 plus GST for Northland Inc. Limited's quarter two funding (October to December 2015). Upon council approval and receipt of an invoice from Northland Inc. Limited this payment will be released to Northland Inc. Limited in October 2015.

ITEM: 7.3

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ISSUE: Independent Member of Finance Committee**ID:** A776677**To:** Council Meeting, 15 September 2015**From:** Judy Macdonald, Human Resources Manager**Date:** 4 September 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 Policy:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	<input type="checkbox"/>

Executive summary:

The purpose of this report is to facilitate the reappointment of Geoff Copstick as the independent member to the Finance Committee for 2015/16.

It concludes with the recommendation that Geoff Copstick should be reappointed to the position of independent member of the Finance Committee for a further term from 1 July 2015–31 December 2016.

Legal compliance and significance assessment:

The activities detailed in this report are in accordance with section 32 of the Local Government Act regarding delegations and is in accordance with council decision making processes and sections 76–82 of the Local Government Act 2002.

With reference to section 79 of the Local Government Act 2002, this matter is considered to be of low significance under council policy as it is a matter of day to day operations and giving effect to an earlier council decision to appoint an independent member to the committee.

Recommendations:

-
1. That the report, 'Independent Member of Finance Committee', by Judy Macdonald, Human Resources Manager, dated 4 September 2015, be received.
 2. That Geoff Copstick be reappointed as the independent member of the Finance Committee as per the council's standard agreement for consultants for the period 1 July 2015 until 31 December 2016 on a maximum salary of \$20,000 per annum.
-

ITEM: 7.3

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Report:

Background:

The council approved the appointment of Geoff Copstick as an independent member of the Audit and Risk Committee as per the Terms of Reference for the Audit and Risk Committee on 15 April 2014. This appointment was from 16 April 2014 until 30 June 2015.

ISSUE: Adoption of Plan Change 4 (Aquaculture) to the Regional Coastal Plan for Northland**ID:** A774243**To:** Council Meeting, 15 September 2015**From:** Michael Payne, Policy Analyst, and Michael Day, Resource Policy Manager**Date:** 28 August 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 type="checkbox"/>	Annual\Long Term Plan	<input type="checkbox"/>	Other
Significance:	<input type="checkbox"/>	High	<input type="checkbox"/>	Moderate	<input checked="" type="checkbox"/>	Low

Executive summary:

The purpose of this report is to formally adopt Plan Change 4 (Aquaculture) to the Regional Coastal Plan for Northland. It concludes with the recommendation that council adopt Plan Change 4 and forward it to the Minister of Conservation for approval (which is a legal requirement).

Legal compliance and significance assessment:

The activities detailed in this report are part of the council's day to day operations and as such are provided for in the council's 2015–2025 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 plan change is also in accordance with the RMA, specifically the requirements of Schedule 1. Officers have considered the significance of the matter, taking into account the council's Significance Policy. This matter is considered to have low significance.

Recommendations:

-
1. That the report 'Adoption of Plan Change 4 (Aquaculture) to the Regional Coastal Plan for Northland' by Michael Payne, Policy Analyst, and Michael Day, Resource Policy Manager, dated 28 August 2015, be received.
 2. That pursuant to Clause 18 of Schedule 1 to the Resource Management Act 1991, council adopts Plan Change 4 to the Regional Coastal Plan for Northland and seeks the approval of the Minister of Conservation.
-

Report:

Plan Change 4 (Aquaculture) to the Regional Coastal Plan for Northland was initiated in response to a change to the Resource Management Act 1991 (RMA) introduced in 2004. This change to the RMA stated that aquaculture could only occur in special zones called Aquaculture Management Areas (AMAs). Council decided that rather than creating AMAs itself it would provide a framework for creating AMAs¹, enabling developers to use a special private plan change process². This meant that costs of the process to create the AMA fell to the developer rather than council paying for it. Plan Change 4 also sought to generally improve on the way the Regional Coastal Plan manages both existing and new aquaculture in the coastal marine area.

Plan Change 4 was notified in October 2006 and council released its decision in 2008. Twelve appeals were made to the Environment Court. In 2009, the Government signalled further changes to the aquaculture provisions of the RMA were likely. Negotiations of the appeals were therefore put on hold until after the new aquaculture provisions came into force.

In October 2011, the RMA was amended to include new provisions for aquaculture, removing the requirement for AMAs meaning the framework for creating AMAs in Plan Change 4 was largely redundant. However, in September 2011, council resolved to continue with the plan change given it would improve aquaculture management and with some amendment, still meet the new requirements of the RMA.

Following a lengthy process, the Environment Court issued a Consent Order under section 279 of the Resource Management Act 1991 in June 2015. This finalised decisions on Plan Change 4.

Discussion:

Key differences between the plan change and existing Regional Coastal Plan provisions are:

- New prohibited areas for aquaculture where there are conflicts with significant or outstanding uses and/or values, or existing aquaculture.
- Stronger guidance about what impacts are appropriate and the information required for resource consent applications.
- Allows for marae-based aquaculture in all prohibited areas.
- Allows for the relocation of existing oyster farms in Parengarega and Waikare Inlet.
- Allows for oyster farms in the Poutō Māori oyster reserve (outer Kaipara Harbour).
- Allows for subtidal aquaculture in the outer Kaipara Harbour.
- Allows for existing farms in prohibited areas to renew resource consents.

The purpose of this paper is to seek that council formally adopt Plan Change 4 to the Regional Coastal Plan for Northland. A marked up version of Plan Change 4, including the amendments made as a result of the Environment Court process will be circulated under separate cover.

¹ Because it was deemed too expensive, maintained council's role as a regulator rather than appearing as a promoter of aquaculture, and ensures aquaculture is located in the most suitable locations.

² The 'invited private plan change' process. Put simply, developers could apply for a private plan change for an AMA when invited by council.

Next steps:

Once adopted by council, the next steps are to affix the Common Seal of the council to Plan Change 4 and forward the plan change to the Minister of Conservation for approval. The Minister has the ability to direct amendments to the plan change before approving it (this is however very unlikely given that the Department of Conservation has been heavily involved in the plan change process). Upon the Minister's approval, council is then required to publically notify that Plan Change 4 is operative.

Councillors will be aware that a draft regional plan for Northland is in development. Given Plan Change 4 has been before the Environment Court and key aquaculture interests have been involved in this process, it is likely that it will form the basis of the aquaculture provisions in the draft plan. It is anticipated that the draft regional plan will be released for public feedback in the middle of 2016 (this can occur without approval by the Minister of Conservation given it is a non-statutory draft).

ITEM: 7.5

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ISSUE: Delegated Authority**ID:** A775062**To:** Council Meeting, 15 September 2015**From:** Chris Taylor, Governance Support Manager**Date:** 2 September 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 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:

In the ongoing effort to improve the efficiency and effectiveness in the conduct of the council's business it has been identified that the council's Delegations Register is in need of review. However, until such time as this broader body of work can be undertaken it is considered prudent to give immediate attention to those delegations specifically relating to legal proceedings.

Council is therefore requested to approve a suite of delegations to the Chief Executive Officer for inclusion in the Delegations Register.

Legal compliance and significance assessment:

The delegations as proposed in the report comply with section 32, Schedule 7 of the Local Government Act which sets the parameters by which a local authority may delegate its responsibilities, duties or powers.

Furthermore, the activities as detailed in the report are part of the council's day to day operations and hence when assessed against council policy is deemed to be of low significance.

Recommendations:

-
1. That the report 'Delegated Authority' by Chris Taylor, Governance Support Manager, and dated 2 September 2015, be received.
 2. That council approves the delegations to the Chief Executive Officer (as detailed in Attachment One pertaining to Item 7.5 of the 15 September 2015 council agenda). The Delegations Register be amended accordingly.
-

ITEM: 7.5

Page 2 of 2

Report:

For the purposes of efficiency and effectiveness in the conduct of a local authority's business, it is common practise for a local authority to delegate specific responsibilities, duties and powers to a committee or other subordinate decision making body, or member or officer of the local authority. However it is also advisable to regularly review the duties and powers that it has delegated to ensure they are appropriate and fit for purpose.

Section 32(1), Schedule 7, of the Local Government Act 2002 sets the parameters by which a local authority can delegate its roles and responsibilities. In tandem it must be noted that section 32(7), Schedule 7, of the LGA 2002 states: *'To avoid doubt, no delegation relieves the local authority, member, or officer of the liability or legal responsibility to perform or ensure performance of any function or duty'*.

Although this report addresses delegations specific to legal proceedings, council officers wish to signal that a broader piece of work needs to be undertaken to review the Delegations Register in its entirety. A proposal to undertake this review will be brought back to council in due course.

Currently the relevant clauses contained within the Delegations Register relating to legal proceedings are limited and are detailed below:

Section of Act	Summary of function delegated	Delegated to	Terms and Conditions and Notes
S.247	<i>Proceedings in District Courts</i>	<i>Chief Executive Officer Executive Managers, SPM Regional Harbourmaster/Maritime, Deputy Harbourmaster, Consents/Monitoring Senior Programme Manager, Land/Rivers Senior Programme Manager</i>	<i>The Chief Executive Officer and Executive Managers and former Operational Managers (as listed) are authorised to represent and act on behalf of the council in respect to proceedings in a District Court.</i>
S.249	<i>Making applications to the District Court and to lay information on behalf of the council in the District Court. To appoint persons to represent the council in proceedings involving the council in the District Court.</i>	<i>Chief Executive Officer Chief Executive Officer</i>	<i>Section 249(2) authorises the Chief Executive Officer (or Chairperson) to appoint, in writing, any officer or other person to act on behalf of the council in proceedings before the District Court.</i>

It is proposed that these be replaced by a suite of delegations to the Chief Executive Officer (as detailed in **Attachment One**) based on legal advice received regarding the nature of assigned responsibilities that could be included.

DELEGATIONS TO OFFICERS

Section	Summary of function delegated	Delegated to	Terms and Conditions, and Notes
Section 12	<p>Authority to manage potential and actual legal claims (including judicial review and injunction proceedings) made against the council.</p> <p>Includes, but not limited to, all ancillary authority necessary to give effect to the delegation, including authority to:</p> <ul style="list-style-type: none"> ▪ Notify council's insurer: ▪ Instruct external legal counsel to represent council: ▪ Accept service of documents: ▪ Defend the claim in any New Zealand Court or Tribunal: ▪ Deal with any interlocutory matter (including any matters relating to discovery): ▪ Give and request any person to give sworn evidence: ▪ Apply for a witness to be summonsed: ▪ Appear on behalf of the council at the proceedings: ▪ Authorise another person to represent the council at the proceedings: ▪ Submit the claim to alternative dispute resolution (including mediation and arbitration): ▪ Sign any documents in respect of the above. 	Chief Executive Officer (The Chief Executive Officer may sub-delegate these matters to staff.)	
Section 12	<p>Authority to defend a claim made against the council in any New Zealand Tribunal (including the Disputes Tribunal and the Tenancy Tribunal).</p> <p>Includes, but not limited to, all ancillary authority necessary to give effect to the delegation, including authority to:</p> <ul style="list-style-type: none"> ▪ Represent council at the proceedings: ▪ Authorise another person to represent the council at the proceedings: ▪ Accept service of documents: ▪ Sign any documents in respect of the above. 	Chief Executive Officer (The Chief Executive Officer may sub-delegate these matters to staff.)	

ITEM: 7.5 Attachment One

Section	Summary of function delegated	Delegated to	Terms and Conditions, and Notes
Section 12	<p>Authority to commence legal proceedings (without limitation including any prosecutions) on the council's behalf in any New Zealand Court or Tribunal.</p> <p>Includes, but not limited to, all ancillary authority necessary to give effect to the delegation, including authority to:</p> <ul style="list-style-type: none"> ▪ Notify council's insurer: ▪ Instruct external legal counsel to represent council: ▪ Accept service of documents: ▪ Defend the claim in any New Zealand Court or Tribunal: ▪ Deal with any interlocutory matter (including any matters relating to discovery): ▪ Give and request any person to give sworn evidence: ▪ Apply for a witness to be summonsed: ▪ Appear on behalf of the council at the proceedings: ▪ Authorise another person to represent the council at the proceedings: ▪ Submit the claim to alternative dispute resolution (including mediation and arbitration): ▪ Sign any undertaking as to damages required to be given for the purposes of commencing injunction proceedings: ▪ Give security for costs: ▪ Sign any documents in respect of the above. 	Chief Executive Officer (The Chief Executive Officer may sub-delegate these matters to staff.)	

ITEM: 7.5 Attachment One

Section	Summary of function delegated	Delegated to	Terms and Conditions, and Notes
Section 12	<p>Authority to determine to make a claim on the council's behalf by way of application to any New Zealand Tribunal (including the Disputes Tribunal and the Tenancy Tribunal).</p> <p>Includes, but not limited to, all ancillary authority necessary to give effect to the delegation, including authority to:</p> <ul style="list-style-type: none"> ▪ Represent council at the proceedings: ▪ Authorise another person to represent the council at the proceedings: ▪ Accept service of documents: ▪ Sign any documents in respect of the above. 	Chief Executive Officer (The Chief Executive Officer may sub-delegate these matters to staff.)	
Section 12	<p>Authority to take all steps necessary to enforce any Court judgment in favour of the council.</p> <p>Includes, but not limited to:</p> <ul style="list-style-type: none"> ▪ To institute proceedings in the Disputes Tribunal and the District Court to recover debts owing to the council, and to make decisions in relation to the enforcement of judgements obtained: ▪ To institute proceedings in the High Court to recover debts owing to the council, and to make decisions in relation to the enforcement of judgements obtained: ▪ To institute in the High Court an application for liquidation or for bankruptcy and to make decisions in relation to the enforcement of judgements obtained: ▪ To accept service of documents: ▪ To sign any documents in respect of the above. 	Chief Executive Officer (The Chief Executive Officer may sub-delegate these matters to staff.)	

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ISSUE: Chairman's Report to Council**ID:** A773697**To:** Council Meeting, 15 September 2015**From:** Bill Shepherd, Chairman**Date:** 4 September 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 months of July and August 2015.

Legal compliance:

The activities detailed in this report are provided for in the council's 2015-2025 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 4 September 2015 be received.

Whangārei Strategic Alliance

The Whangārei Strategic Alliance was set up by the Whangarei District Council with Councillor Paul Dimery and myself being invited on to the Alliance as representatives of Northland Regional Council. We both have attended the July and August meetings.

The main focus of the Alliance is to promote collaboration between our councils on environmental and economic development issues. With each council understanding what the other is doing in these two important strategic areas, it is considered that both councils can achieve more by working together than by working in isolation.

Issues being considered include:

- Waiora/Water;
- Whenua/Land;
- Climate change;
- Roothing – Mangakahia Road becoming a State Highway;
- Inner city development; and
- Hapu growth plan.

Meetings/events attended:

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

- Meetings attended with the council's CEO, Malcolm Nicolson:
 - Powhiri to welcome the new CEO for Whangarei District Council.
 - Barry Trass and Grant Faber – seeking advice on fundraising opportunities for Hundertwasser Māori Arts Centre.
 - Site visit to Elliotts Bay with representatives from Department of Conservation, Far North District Council and Far North Holdings.
 - Meet and greet with Rob Forlong, new CEO for Whangarei District Council.
 - Launch of new NRC workboat 'Mangapai' at Marsden Marina.
 - LGNZ Conference with Councillor Graeme Ramsey.
 - Councillor Craig Brown, Barry Trass, Tony Jelas and Auckland based Chinese representatives – investment opportunities in Northland.
 - Conference call with David Wilson, Northland Inc. - Hundertwasser.
 - Warren Moyes, Northland Inc., Geoff Copstick, and Councillor David Sinclair – economic development.
 - Two open forum meetings with Northland MPs to discuss Northland issues - Kelvin Davis and David Clendon on 4 August 2015; and Rt Hon. Winston Peters and Pita Paraone on 7 August 2015.
 - Kevin Bryant, Director, Independent Quality Assurance NZ – Northland Regional Development Advisory Group.
 - UNISA Mayors and Chairs meeting Auckland.
 - Paul Binney, Chief Executive, NorthTec – NorthTec student accommodation expressions of interest.
 - Northland councils' cadetship graduation.
 - Northland Mayoral Forum with representatives from the Local Government Commission in attendance.
 - Warren Moyes, Chairman, Northland Inc. and Kevin Bryant, Director, Independent Quality Assurance NZ – Northland Economic Advisory Group.
 - Bay Oyster meeting in Ōpua with representatives from Far North District Council, Far North Holdings Ltd, Northland Inc. Ltd, and oyster farmers – Growing Northland Aquaculture.

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- Northland councils' Governance Strategic Planning meeting attended by councillors and executive management representatives from Northland Regional Council and the three TLAs.
 - Along with Councillors Dover Samuels and Monty Knight we attended a meeting with representatives of Far North District Council – Te Hiku settlement.
 - Media training for councillors and the Executive Leadership Team.
 - Patuharakeke Environmental Management Plan launch and formal lodgment with council. Councillor Craig Brown and staff representatives also attended.
 - Auckland Council's Treaty of Waitangi Settlement Working Party meeting in Orewa – Kaipara Harbour Treaty Settlement negotiations. Councillor Graeme Ramsey; Tony Phipps, GM Customer Services/Community Resilience; and Jonathan Gibbard, GM Strategy and Governance, also attended.
 - Along with Graham Nielsen, Infrastructure Manager, we met with representatives from Kiwirail for our annual meeting.
 - Attended two oil exploration workshops – one with government agency representatives and one with Statoil representatives.
- Breakfast session with Cameron Bagrie, ANZ Chief Economist, along with Darryl Jones, Economist, and Robert Sparrow, Property Officer.
 - Teleconference calls with the Far North District Council Mayor, John Carter; Whangarei District Council Mayor, Sheryl Mai; and Kaipara District Council Chairman, John Robertson.
 - Dairy Industry Liaison Group – Rule 16 review.
 - Mangere Catchment Group meeting at Kokopu School.
 - Hon. Nathan Guy, Minister for Primary Industries, and senior staff members from Ministry for Primary Industries – swamp kauri management.
 - Northland Regional Economic Development Advisory Group.
 - Dinner with Hon. Steven Joyce, Minister for Economic Development; Hon. Te Ururoa Flavell, Associate Minister for Economic Development; and Hon. Nathan Guy, Minister for Primary Industries.
 - Opening of REL sawmill attended by Hon. Steven Joyce, Minister for Economic Development, and Hon. Te Ururoa Flavell, Associate Minister for Economic Development.
 - Dinner with David Wilson, Northland Inc., Sir Eion Edgar, Charlie Phillips and Pania Tyson Nathan – QRC's and Hawaiki's involvement in Northland.
 - David Wilson and Warren Moyes, Northland Inc., Geoff Copstick, and Councillor David Sinclair – Resin and Wax draft proposal.
 - David Wilson, Northland Inc. and Graham Nielsen, Infrastructure Manager – information for Hon. Steven Joyce.
 - Quest Hotel site visit.
 - Councillor Graeme Ramsey and I attended the Regional Sector Tour.
 - Environment Curriculum Award presentations – Maungatapere School and Poroti School.
 - Alan Clarkson – TB plan review submission.

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- Ant Backhouse, CEO, and Scott Gilmour, Trustee, 'I Have a Dream' Charitable Trust.
- Terence Brocx – Dairy Industry Liaison Group.
- Civic Honours award ceremony held at Whangarei District Council.
- Northland Economic Advisory Group meeting.
- Standing Orders training. Councillors David Sinclair, Dover Samuels, and Monty Knight also attended.
- Jonathan Gibbard, GM Strategy and Governance, and I met with Bryn Kløve, Country Manager, Statoil.
- Anthony Mercer – Whangārei Heads targeted pest control rate.

Correspondence:

During July and August I sent out the following correspondence:

Date	Addressed To	Subject
15.07.15	Martyn Dunne Director-General Ministry for Primary Industries	Investigation of Mair Bank pipi decline and response to shellfish mortality events
22.07.15	Karen MacKenzie Director Audit New Zealand	Audit arrangements and engagement letters
24.07.15	Graham Wallace Chief Executive Officer Marsden Maritime Holdings Ltd	Marsden Maritime Holdings Limited – director nominations
24.07.15	Mike Vincent	Northland Regional Council rates increase
28.07.15	Margaret Hicks	Hawaiki cable
31.07.15	Richard Dargaville Chairperson Tai Tokerau District Māori Council	Nomination for Te Tai Tokerau Māori Advisory Committee
05.08.15	Karen MacKenzie Director Audit New Zealand	Audit fees
07.08.15	Mayor John Carter Far North District Council	Te Hiku settlement
18.08.15	Alan Agnew	LTP submissions
25.08.15	Des Simpkin	Kerikeri flood mitigation

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ISSUE: Chief Executive's Report to Council**ID:** A772781**To:** Council Meeting, 15 September 2015**From:** Malcolm Nicolson, Chief Executive Officer**Date:** 4 September 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 2015-2025 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 4 September 2015 be received.

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8.2.1 CROSS DISCIPLINARY PROJECTS**Waiora Northland Water**

Priority catchment group events that took place during the reporting period	
Doubtless Bay	July workshop
Mangere	July workshop August planting day and workshop
Whāngārei	July workshop
Waitangi	July workshop
Poutō	July workshop

The Mangere catchment group joined the Kokopu and Poroti Enviroschools for a riparian planting day held 19 August at the Pye's drystock farm. Up to 600 plants were installed by students, teachers, caregivers, catchment group members and staff at a streamside location within view of the Knight Road Bridge.

Later that day, Mangere catchment group members visited Kokopu School's WaiNursery and handed the Mangere catchment award received in 2014 from Morgan Foundation to Kokopu School for safekeeping. Throughout the day, the Enviroschools' Guiding Principles of sustainable communities, empowered students and learning for sustainability were in action.

A full update on Waiora Northland Water activities during 5 June to 6 August was provided to the Environmental Management Committee meeting of 31 August 2015 (Item 2).

Local Government Official Information (LGOIMA) Requests

During months of July and August 2015	
Number of LGOIMA requests received	14
Number of LGOIMA requests completed ≤ 20 working days	9
Number of LGOIMA requests not completed ≤ 20 working days	4

Detail on the requests not completed within 20 working days:

- REQ.577767: This was a request regarding resource consents relating to wetlands. Requester was provided a substantial amount of information within the first free hour and advised of charges to retrieve further information. Currently awaiting response.
- REQ.577935: This request was regarding purchasing property in flood hazard area. Initial information was provided and requestor was offered additional information once LIDAR survey was received during September. Awaiting response.
- REQ.577635: This request was regarding fire service related incidents. Initial contact made with requestor. Awaiting response.
- REQ.577821: This is a request for information regarding ground water and surface monitoring in Ruakaka area. Requestor has been provided with a substantial amount of monitoring data. Additional information still to be collated and supplied.

8.2.2 RESOURCE MANAGEMENT

Proposed Regional Policy Statement

The Environment Court has recently issued consent orders (final decisions) on council's decisions on the proposed Regional Policy Statement (RPS). Consent orders have not been issued for the provisions for indigenous biodiversity, genetic engineering, and the coastal environment line for two properties.

A consent order for the indigenous biodiversity provisions is expected soon.

The High Court hearing, to consider whether there is legal jurisdiction to include GE provisions, has been set for early February 2016.

An Environment Court hearing is scheduled for 5 and 6 October 2015 to consider the appeal on the coastal environment line for a property in the Hokianga.

Plan Change 4 (Aquaculture) to the Regional Coastal Plan

A separate Agenda item is provided on this matter.

Other Resource Management Issues

Proposed NES for Plantation Forestry

Council lodged a submission on the NES-PF on 11 August 2015; under authority delegated to the Chairman, Councillor Carr and the CEO.

District Plans

The following plan changes were received during the reporting period:

- Whangarei District Council Draft Plan Change 86 (Rural Urban Interface);
- Whangarei District Council Draft Plan Change 87 (Coastal Environment); and
- Far North District Council Proposed Plan Change 21 (National Policy Statement on Electricity Transmission).

Whangarei District Council Draft Plan Change 86 (Rural Urban Interface) is a re-zoning of existing countryside zoned land around the urban fringe of Whangarei to a new zone (Rural Urban Interface), complete with associated policies and rules. This land was identified through the urban structure plan process that Whangarei District Council undertook several years ago.

Whangarei District Council Draft Plan Change 87 (Countryside Environment) implements the Proposed Regional Policy Statement for Northland coastal environment boundary and natural character maps. This 'zone' will replace the existing coastal countryside zone in the Whangarei District Plan and contains standalone policies and rules to give effect to the Proposed Regional Policy Statement and the New Zealand Coastal Policy Statement. Staff are reviewing plan change 86 and 87, feedback closes 18 September.

Far North District Council Proposed Plan Change 21 (National Policy Statement for Electricity Transmission) implements the national policy statement by including the national (Transpower) grid on plan maps and associated policies and rules to protect transmission lines. Staff are reviewing plan change 21, feedback closes 17 September.

Land use and subdivision applications

During July and August 2015, 35 non-notified resource consent applications were received from district councils. No concerns or matters of interest to the council were identified.

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Consents***Consents in Process***

During July and August 2015, a total of 86 decisions were issued.

These decisions comprised:

July 2015 (40)		August 2015 (46)	
0	Moorings	1	Moorings
15	Coastal Permits	23	Coastal Permits
0	Air Discharge Permits	0	Air Discharge Permits
3	Land Discharge Permits	3	Land Discharge Permits
1	Water Discharge Permits	3	Water Discharge Permits
13	Land Use Consents	13	Land Use Consents
4	Water Permits	1	Water Permits
4	Bore Consents	2	Bore Consents

The processing timeframes for the July 2015 consents ranged from:

- 2317 to 2 calendar days, with the median time being 36 days;
- 1749 to 2 working days, with the median time being 23 days.

The processing timeframes for the August 2015 consents ranged from:

- 207 to 3 calendar days, with the median time being 28 days;
- 1222 to 1 working days, with the median time being 20 days.

22 Applications were received in July 2015;

33 Applications were received in August 2015.

Of the 126 applications in progress at the end of August 2015:

54	were received more than 12 months ago (most awaiting further information);
17	were received between 6 and 12 months ago (most awaiting further information);
55	less than 6 months.

Appointment of Hearing Commissioners

No commissioners were appointed in July and August 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 August 2015 is (by number):

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

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

The results of compliance monitoring for the period 1 July – 31 August 2015 are summarised in the table and discussion below. Further details for the period 1 – 31 July 2015 were reported to the Environmental Management Committee (EMC) on 31 August 2015.

Activity	No. of Assessments	No. Fully Compliant	No. Non-Compliant	No. Significantly Non-Compliant
Air Discharges	July: 8 August: 9	15	2	0
Coastal	July: 28 August: 84	67	43	2
Land Use	July: 23 August: 11	29	5	0
Discharges to Land or Water	July: 84 August: 53	109	28	0
Total	300	220 (73.3%)	78 (26%)	2 (0.7%)

Air discharges

The two minor non-compliances revealed during the reporting period were due to poor house-keeping practices and instrument failure. Both consent holders have been advised to take immediate action to avoid a similar occurrence in the future.

A total of 58 (32 in July and 26 in August) air quality related environmental incidents were received, 30 of which related to burning and smoke nuisance. Six spraydrift related incidents were received during August; an increase in agrichemical spraydrift complaints is expected at this time of year due to the window period for the application of 2,4D Ester.

Continuous ambient air quality monitoring results for the Whāngārei, Marsden Point and Kaitāia airsheds showed that all those sites met the air quality NES for the contaminants monitored.

Coastal

Consent monitoring comprised mostly of coastal discharges (treated municipal sewage and stormwater discharges) and the commencement of coastal structure inspections in the Whangaroa and Mangonui harbours.

There were two significantly non-compliant inspections revealed during the reporting period; one in July which related to an off-site area of oyster farm which had not been removed in accordance with a signed agreement with council, and one in August relating to dredging and mangrove removal activities at Mangawhai.

The Kaipara, Whāngārei and Bay of Islands water quality sampling runs were undertaken during the reporting period. In addition to the standard parameters tested (physical characteristics, faecal indicator bacteria and nutrients) samples from Whāngārei and Bay of Islands were analysed for heavy metals being copper, lead and zinc. Results were below detection limits at all sites in the Bay of Islands. A number of sites exceeded the relevant guidelines for copper and zinc in the Whāngārei Harbour. Results for Kaipara Harbour are pending.

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Results from samples sent to MPI's Investigation and Diagnostic Centre in relation to the Ngunguru shellfish mortality event in May are yet to be received.

Coastal monitoring staff have been assisting council's Planning and Policy team to identify significant marine habitats and the development of coastal water quality standards for Northland as part of the Regional Plan review process.

Hazardous Substances

- Six (three in July and three in August) hazardous substances incidents were investigated and resolved.
- Forty-five (24 in July and 21 in August) enquiries regarding contaminated land were received and responded to.
- 218.5 kg of hazardous substances were dispatched in July. A quantity (approximately 60 kg) of laboratory chemicals was collected by Waste Management in relation to an incident.

Discharge and Land Use monitoring

Council staff attended the following meetings during the reporting period:

- Northland RMA Forestry Development Group. No issues were raised for NRC.
- A workshop on the Forestry NES.
- MPI to discuss the Forestry NES.
- Dairy Industry Liaison Group to discuss the review of Rule 16 (animal effluent discharges).
- WDC to discuss WDC wastewater treatment plants.
- KDC to discuss KDC wastewater treatment plants and water takes. This is the first time NRC staff have met with KDC staff for a number of years. The intention is to have quarterly meetings.

Staff also participated in an external audit for the Enforcement group. There were no non-conformances raised.

Farm dairy effluent (FDE) monitoring

The FDE contractor commenced routine annual inspections on 17 August 2015. A total of 946 farms will be visited by the contractor or NRC staff prior to Christmas 2015. To date about 11% of these have been visited and reported on. The results for consented and permitted activity farms are tabled below. It is too early to draw any conclusions or comparisons at this stage.

Consented FDE discharges

The monitoring results are compared with those for the same period last year. A total of 71 consented farms have been visited and reported on. This is about 10% of the total consented farms to be visited.

Full Compliance		Non-Compliance		Significant Non-Compliance	
This Year	Last Year	This Year	Last Year	This Year	Last Year
45	31	19	20	7	10
63%	51%	27%	33%	10%	16%

Non-consented FDE discharges

The monitoring results are compared with those for the same period last year. A total of 30 non-consented farms have been visited and reported on. This is about 12% of the total non-consented farms to be visited.

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Full Compliance		Non-Compliance		Significant Non-Compliance	
This Year	Last Year	This Year	Last Year	This Year	Last Year
24	15	2	2	4	4
80%	71%	7%	10%	13%	19%

Environmental Incidents

Details for the period 1 – 31 July 2015 were reported to the Environmental Management Committee (EMC) on 31 August 2015.

Enforcement***Abatement Notices***

There were 19 abatement notices issued during July and August. These were for:

Agrichemical application	1
Discharge to air (open burning)	4
Discharge of oil to land	1
Farm dairy effluent discharge	2
Introduction of fanworm on a vessel	1
Resource consent non-compliance on a marine farm	1
The discharge of food waste & offal to water	2
The dumping of rubbish to land	1
The discharge of sediment to water	6

Infringement Notices

There were 11 infringement notices issued during July and August. These were for:

Discharge to air from open burning at trade & industrial site	1
Farm dairy effluent discharge	1
Introduction of fanworm on a vessel	2
Land disturbance/sediment discharge	6
Occupation in the CMA	1

Prosecutions***Chemical discharge in Ruakaka***

Charging documents have been laid against two companies and one individual in relation to the illegal disposal of chemicals to land in the Ruakaka area. Council had agreed to an administrative adjournment until late August to give the defendant's legal counsel opportunity to consider the disclosure bundle. The defendants have since arranged for investigative work to be undertaken on the site. A teleconference with the Judge is scheduled for 20 November 2015.

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Biosecurity***Wild Ginger***

A presentation on the impacts of wild ginger in Russell State Forest was presented to the Regional Forestry Sector Group who nominated two members to work with council staff and other stakeholders to raise awareness and funding for biological control. Aerial drone footage of the infestation has been acquired and contractors have begun to survey in the wider area to determine how far wild ginger has spread into the forest.

The impact of wild ginger as a significant economic pest is also being highlighted by forestry managers who are having difficulty controlling the weed post-harvest.



Above: Wild Ginger smothers young pines at Helena Bay.

Taharoa Domain – Kai Iwi Lakes

Kai Iwi lakes possum control operation is well underway. Local contractors have filled the bait stations twice with a non-toxic pre-feed to encourage possums to feed from the stations - this has been followed up with a round of toxic bait which has been placed in each station. Another contractor has been contracted to poison possums on private land surrounding the lakes to reduce reinvasion.

Kauri Dieback

An MPI ground truthing contract will be directed toward soil sampling for kauri dieback disease sites in Northland. An extended contract to engage an operations person to continue with disease positive site analysis is also being considered.

Community Pest Control Areas

Staff attended a meeting for the Whatoro Community Pest Control Areas (CPCAs). The meeting was organised by Hancock Forest Management (NZ) Ltd, with two Northland Regional Kiwi Co-ordinators from the Northland Kiwi Forum and two Kauri coast DOC staff. Whatoro CPCA and adjacent property owners also attended. The forming of a western kiwi forum was raised at the meeting and a new CPCA has been proposed, adjacent to Whatoro and surrounding DOC's Kauri Trounson Park.

The NRC Whatoro contractor reported that 55 stoats, 40 weasels, one ferret and 406 rats have been captured since the commencement of this CPCA in March 2013. An annual meeting was proposed to facilitate kiwi protection in the west.

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Facebook

Biosecurity month campaign was completed with excellent results with over 25,000 people reached through Facebook. The biosecurity Facebook page provides video footage of pest animals, trapping and tips to help control weeds

Environment Fund - Biosecurity

Ngawha Prison inmates are currently building 700 DOC 200 trap boxes for the 2015-2016 Environment Fund. Below is a photo of 173 of the 700 boxes being made. The trap boxes are supplied to various pest control groups. Applications for materials from the Environment Fund are well underway and all groups will have received their products by the end of October.

***Weed workshops continue to be popular***

This year the weed workshops toured Paparoa, Kerikeri and Coopers Beach as well as Whāngārei and attracted 124 people. Each workshop catered for up to 30 people but all of the smaller areas had good numbers for the morning sessions.

Buckthorn Control

All known sites of evergreen buckthorn in Morningside have been controlled. This year control of the Matakoho site will proceed again by contractors, to ensure any young plants at seeding stage are controlled as well as any smaller plants. This will complete the control for this year on evergreen buckthorn.

8.2.3 RIVER MANAGEMENT

Whāngārei - Kotuku Dam Update

The work over the past month remains focused on the true right spillway including additional retaining structures and drainage. Wave walls are currently being cast ready for final placement. The dumpsite and borrow areas are 80% reinstated. All completed top soiled areas have been mulched and seeded, including the main embankment.

Awanui

Submissions period on the NRC resource consent application for the Whangatane Spillway weir modification closed on 25 August. Staff are currently attempting to resolve submitters concerns, and meeting with submitters who wish to be heard.

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Should the submitters concerns not be resolved, a hearing date has been set for 16 October.

Tonkin and Taylor have reviewed the recent Bells Hill movement and compiled a report with advice to install additional monitoring equipment and to prepare an Emergency Response Plan.

Flood maps for Awanui are being prepared for release in November.

Kerikeri-Waipapa

Negotiations with the main Kerikeri spillway landowner continues in parallel with the resource consent process. A reconvened resource consent hearing was held on 21 August and commissioners requested further information which is currently being prepared. A decision on the applications and Notice of Requirement is expected by the end of September.

A tender for the construction of the Cobham Road spillway was released on 31 August. The tender closes on 21 September.

Kawakawa – Taumarere

A community meeting was held at Moerewa on 3 August, organised by district Civil Defence staff to discuss Community Response Planning. The flooding issues at Otiria and Moerewa were a major topic of interest, and an update on the flood mitigation options that had been identified was provided. Attendees were glad to hear that some thought had been given to potential solutions, and were keen to see NRC engage with the community on this issue.

Kaihū River

Two Kaihū river maintenance tenders will be advertised in September:

- Annual Kaihū River maintenance work; and
- Tree/debris removal.

Minor River Works

Northland Regional Council invited contractors to submit Expression of Interest (EOI) for minor river works to be undertaken between 1 July 2015 and 31 June 2016. EOI were received from ten contractors.

The minor river works schedule for 2015 – 2016 has been established, as per the following table.

River	Description of Work Programmed for Current Season	Proposed Start Date/Status
Awanui	Bells Hill Drain installation	Yet to be determined
	Bells Hill Modelling revision and management option report	Completed
	Bells Hill Drain Cleaning/Inclinometer reading	Yet to be determined
Waitangi	Lilly Pond Large Pines, Puriri, Willows	Yet to be determined
	Turntable Hill Extraction - Liaise with OPUS/NZTA for cost share	Yet to be determined
Waiaruhe	Tree Removal adjacent to Puketona junction near Top Energy depot	Yet to be determined
Waiōmio	Willows/Debris Removal	Yet to be determined

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Otiria/Moerewa	Willow removal upstream Pokapu Bridge - mulch/prune sides of high pass spillway	Yet to be determined
Ohuri	Machine clean weeds 300 meters downstream of Duddy's Road to reduce road flooding	Yet to be determined
Mangatoa Stream	SH12 Kaikohe, corner sediment extraction	Yet to be determined
	Timber Extraction along SH 12 breaching roadside stopbanks	Yet to be determined
Waimā	Open Left Span of SH Bridge	Yet to be determined
Ngunguru	Willows/Debris Removal	Yet to be determined
Otaika	Willows/Sediment Removal	Yet to be determined

Natural Hazards

Wairoa and Paparoa LiDAR surveys are being processed and delivery is expected in early September. This data will be fed directly into the coastal flood hazard mapping project and the Dargaville river flood modelling.

Stage 1 of the Coastal Flood Hazard Assessment project has been completed and peer review is under way. Subject to the findings of the review, stage 2 will then be initiated, which is the mapping of coastal flood hazard zones.

Land Management***Environment Fund Update***

Year to date \$592,753.77 of the Environment Fund budget has been allocated to a total of 136 projects.

Farm Water Quality Improvement Plans (FWQIP) 1 July 2015 to 31 August 2015

Year to date a total of 30 FWQIP's have been commenced, 7 FWQIP's have been completed, with a further 80 in progress.

Status of FWQIP	Farm Type	Far North	Kaipara	Whāngārei	Total
Plans commenced: 1 July 2015 to 31 August 2015	Dairy	1	0	1	2
	Drystock	9	7	4	20
	Lifestyle	5	0	3	8
		13	7	8	30
Plans completed: 1 July 2015 to 31 August 2015	Dairy	1	0	1	2
	Drystock	2	1	1	4
	Lifestyle	1	0	0	1
		4	1	2	7
Plans still in progress	Dairy	4	9	4	17
	Drystock	20	20	12	52
	Lifestyle	6	0	5	11
		30	29	21	80

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Coastcare

A community planting day was held at Mangawhai Heads on 15 August. The event was jointly organised by CoastCare Northland, Kaipara District Council and the newly formed Mangawhai Heads CoastCare Group. 25 people attended and planted 1100 plants provided through the Environment Fund as well as some eco-sourced plants provided by a local community member. This planting is stage one of a restoration plan for the Mangawhai Heads dune area. This has also included weed control, repair of access ways and additional fencing and signage to guide people along the paths.

A volunteer day was held at Mair Road, Marsden Point on 19 August with volunteers from Opus International Consultants and Whangarei DOC's "Volunteer Wednesday" initiative. The 14 volunteers pulled up exotic ice-plant and replaced it with 700 native dune plants provided through the NRC Environment Fund. Old damaged fencing was also removed.

Soil Conservation – Poplar and willow supply for 2015

Cambridge Native and Forest Nursery (CNFN) sent poplar poles that were not to the agreed specifications requested. These were not able to be used by NRC for its soil conservation programme.

Following numerous delays the poplars finally arrived at a Whāngārei freight depot. However NRC would not accept the poplars supplied as they were materially different to what was ordered and expected from this supplier. NRC has requested on several occasions a refund of deposits paid totalling \$19,200 for 4000 3m poles.

CNFN has yet to refund deposits paid by NRC. NRC has lodged a claim with the Disputes Tribunal seeking redress as NRC considers that the provision of non-compliant poplar poles by CNFN is in breach of both the Sale of Good Act 1908 and the Consumers Guarantees Act 1993. A hearing date at the Whangarei District Court is scheduled for 29 September, should Cambridge not refund deposits paid before that time.

Replacement orders were secured via contacts in the Poplar and Willow Nursery Managers Group. Hawkes Bay Regional Council and an affiliate nursery were able to replace approximately 3800 of the 4000 poles Cambridge order. 3800 poles were topped up with local supplies which have taken total supply numbers to 4108 3m poles. A full breakdown will be provided at the completion of the supply season.

Following late receipt of poplars this season efforts have been made to distribute these as soon as possible to ensure the viability of cut poles. There are approximately 40 poles remaining to be distributed. This will be completed by 4 September.

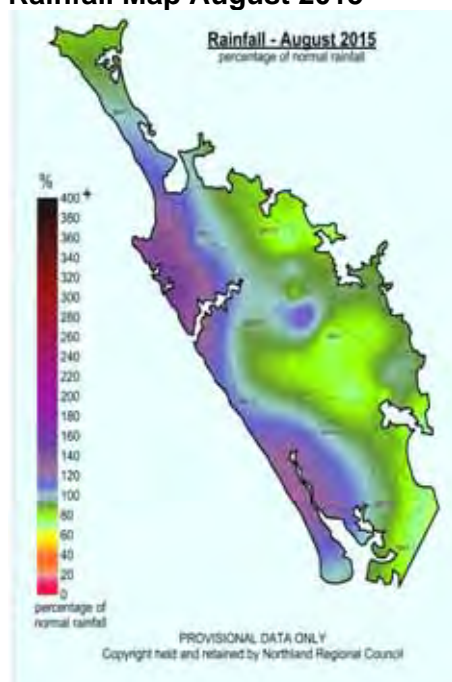
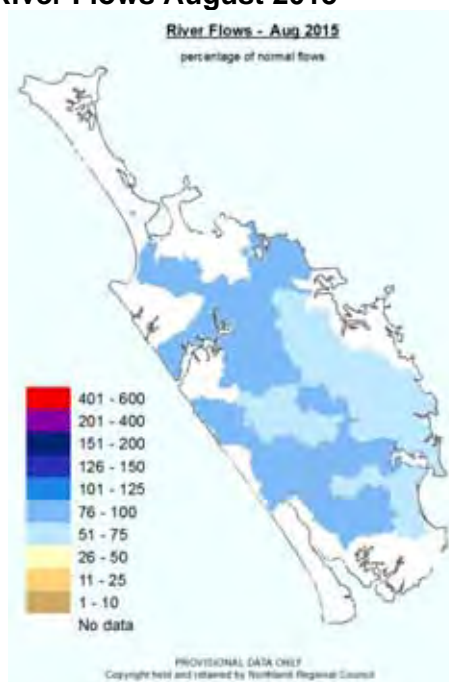
Soil conservation projects that are not part of a FWQIP have had site visits and planting plans produced for areas of actual and potential erosion.

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

- Above average rainfall for the west and below average rainfall for the eastern regions of Northland.
- River flows across Northland were generally average and below average in the eastern regions.
- Ground water levels in the northern aquifers were normal for this time of year, and the Mangawhai and Whāngārei aquifers were slightly below normal for August. Low groundwater levels will affect base flows during the summer period.

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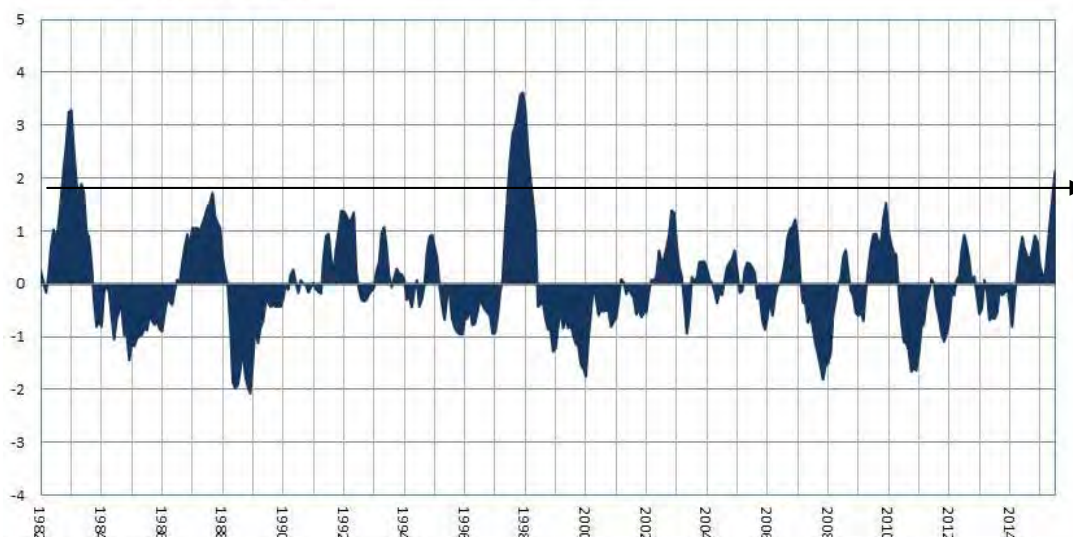
Rainfall Map August 2015**River Flows August 2015****El Nino**

The El Nino continues to strengthen, shown by the graph below; the arrow indicates the current level. El Nino should mature by December, and at this point the scale of the event will be known. From December onwards Northland may experience prolonged dry periods. The event may continue onwards into autumn 2016, this will have implications on recharge levels and water supplies for the following year.

Dialogue has begun with key persons at each District Council in preparation for the coming dry period. WDC have indicated they will continue to use the Hātea Station for Whāngārei water supply, in order to maintain reserves at the Whau Valley reservoir Dam.

A full report on the El Nino situation will be submitted at the next EMC meeting. After October, Hydrology will look to communicate to consent holders the potential effect of the dry period and advise on the possibility of water restrictions.


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NIWA Outlook: September - November 2015

El Niño conditions strengthened further during August 2015 and reached the strong El Niño category. Sea Surface Temperatures anomalies in the central and eastern Pacific exceed +1.5°C. and westerly wind anomalies (weaker trade-winds) dominate the central and western equatorial Pacific, indicating a strong coupling between the Ocean and the Atmosphere. The international guidance indicates that El Niño is certain (100% probability) to continue over the next three months, with significant evidence indicating that it could reach a very strong magnitude later during the summer, potentially placing this event among the 4 strongest El Niño events recorded since 1950 (along with 1972/73, 1982/83, 1997/98).

For September – November 2015, above normal pressure is forecast over and to the south of Australia, while below normal pressure is expected to the east of New Zealand. This circulation pattern is likely to be accompanied with anomalous southwesterly wind flows, anomalies that are often associated with El Niño in spring. September – November 2015 temperatures are forecast to be normal or below for all regions of the North Island and for the north of the South Island. Below normal temperatures are forecast in the west and east of the South Island. Sea surface temperatures are forecast to be normal or below normal along the west coast of the country, while SSTs are expected to be in the below normal range along the eastern seashore.

September – November 2015 rainfall is forecast to be below normal in the north and east of the North Island, and normal or below normal in the west of the North Island and north and east of the South Island. Near normal rainfall is forecast for the west of the South Island.

September – November 2015 soil moisture levels and river flows are forecast to be below normal in the north and east of the North Island and the east of the South Island. In the western regions of both Islands, normal or below normal soil moisture levels and river flows are forecast. In the north of the South Island, below normal soil moisture levels are forecast, and below normal river flows are likely.

Kai Iwi Lakes

Water level Sensors have been deployed at Lake Kai Iwi, a location for a rain gauge has been successfully negotiated, installation will commence during October.

8.2.4 ECONOMIC DEVELOPMENT

Digital DEP

Officers from NRC, the three Northland district councils and Northland Inc. have continued to work together to develop a regional Digital Enablement Plan (DEP). This is being prepared to support the joint Registration of Interest (ROI) – Support that the four councils submitted in June along with Te Taitokerau Iwi Chief Executives' Forum. This work is being done to secure some of the \$360 million being offered by central government to extend the delivery of ultrafast (fibre) broadband (UFB), faster broadband to rural areas and improving mobile coverage.

A DEP provides a means for local government to outline initiatives both planned and underway related to digital enablement. It is intended that authorities identify ways in which they can work within their communities to maximise digital participation and encourage the effective use of digital technologies.

The deadline for submitting the DEP is Friday 18 September and will be signed by all four local government CEOs and Mayors/Chairs.

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On 1 September, central government released a Request for Proposals (RFP) for the second phase of the government's UFB programme. The following table shows the Northland towns proposed in the joint ROI for UFB expansion separated out into those included in the RFP and those excluded. The final towns to receive funding will be announced once commercial negotiations are concluded in 2016. i.e. they are just "potential".

The towns not on the potential UFB list could well benefit from the rural broadband expansion and mobile black spot fund programmes of work. However, central government is waiting for the outcomes of the UFB2 expansion before continuing to rollout these other two digital related initiatives.

On the Potential UFB2 Candidate area list:	Not on list:
Kerikeri	Kaeo
Kaitiāia	Rawene
Dargaville	Three Mile Bush
Kaikohe	Springs Flat
Marsden point/One Tree point	Ngunguru
Paihia	Kaiwaka
Moerewa/ Kawakawa	
Hikurangi	
Taipā – Mangōnui	
Mangawhai Heads	
Maungaturoto	
Whāngārei UFB1 Fringe Area	

Northland Economic Action Plan

Officers from NRC, Northland Inc. the three Northland district councils and central government agencies are continuing to work together to develop a Te Tai Tokerau Northland Economic Action Plan (TTNEAP) in follow-up to the Te Tai Tokerau Northland Regional Growth Study released in February. Northland Inc. has recently appointed a project manager to oversee the development of the TTNEAP.

An initial list of projects to be included on the Action Plan was presented to the TTNEAP Advisory Group meeting on 17 August. A final initial Action Plan is being prepared for the next meeting of the Advisory Group meeting on 21 September. The Action Plan is a living document to which projects can be added as progress is made and new opportunities arise.

8.2.5 HAZARD MANAGEMENT

Civil Defence and Emergency Management

Warnings and activations

Date	Event	CDEM Action
4 August	Severe weather watch for Northland – rain 50mm in 6 hrs	Monitored
5 August	Severe weather warning for Northland 50 – 70 mm rain in 9 hrs	Monitored
13/14 August	Severe Weather Watch	Monitored
29/30 August	Severe Weather Watch	Monitored

The Northland CDEM Group and CEG both held meetings on 1 September.

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Northland CDEM Plan

The Northland CDEM Group plan review has been underway during this year and a draft of the plan has now been approved by the CDEM Group for the consultation process. At its recent meeting both the CEG and CDEM Group members reviewed the plan content. Several changes were recommended and have been incorporated into the draft document. The consultation phase commenced on 7 September. Submissions will be heard in early November. The final plan is to be considered for approval at the next CDEM Group meeting on 1 December 2015.

National Tsunami Working Group

MCDEM have re-established the National Tsunami Working Group and an initial meeting was held in July. The group was established in 2006 and over the past two years the group had been inactive. A new terms of reference has been developed and MCDEM altered the representation on the group. MCDEM had offered to pay travel expenses for a representative from the Northern region, which includes Northland, Auckland, Waikato and Bay of Plenty. Provision has been made in the TOR for CDEM groups to represent their own region. Given the threat level and importance of tsunami readiness and response arrangements Northland have chosen to have a representative of its own. The next meeting is scheduled for 8 September.

Exercise Shakeout

New Zealand ShakeOut is an earthquake preparedness campaign that will lead up to a public, worldwide earthquake drill at 9.15am on Thursday 15 October. The campaign is a partnership between central and local government, with local government agencies being key players in encouraging public and corporate participation. The 2015 national goal is to have 1,500,000 register and participate in ShakeOut. For the Northland region a goal of 20,000 has been set. As at 1 September 16,668 Northlanders had registered. Nationally 750,822 had registered.

Youth in Emergency Services (YES) Programme

Planning for the 2016 YES programmes will be underway in the near future. It is the intention of the workgroup to coordinate two programmes in 2016; one in the Whangarei District and one in the Far North District.

Bill Hutchinson, FNDC Civil Defence Coordinator and Shona Morgan, CDEM Resilience Projects, attended the Trust Power Community Awards in Opononi. The YES programme was awarded the 2015 Regional Winner in Education and Child/Youth Development. This acknowledges all members of the workgroup who provided numerous resources to make the programme a success.

National Exercise Programme

Both the National Exercise Programme (NEP) Steering and the Governance Groups have met in Wellington recently with representation at both meetings from the Northland CDEM Group. Both the Steering Group and the Tsunami Working Group recommended that a regional source tsunami scenario should be used for the 2016 Tier 4 exercise as this scenario not been tested before and it is New Zealand's largest safety risk. This regional source scenario has been endorsed by the NEP Governance Group and the aim of Exercise Tangaroa 2016 is agreed 'to test New Zealand's all of nation arrangements for preparing for, responding to, and recovering from a national tsunami impact.'

Unlike the previous Exercise Tangaroa in 2010 where the exercise ended with the impact of the first wave, Exercise Tangaroa 2016 will test not only response

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arrangements but also post-impact response and recovery. To this end the exercise will be run over three separate dates to cover three phases

Controllers Development Programme

To date six of the nine appointed Controllers for Northland have completed the residential stage of the MCDEM Controllers Development Programme. Three Controllers are enrolled and have commenced the pre-course component of the November course.

Marae Preparedness

The Marae Preparedness Project has now been rolled out to Pehiaweri, Te Kao, Waikare and at Otetao marae, which covered a number of marae in the area (Mōkau, Ngaioitonga, Tūparehuia, Otetao, Oākura, Punaruku and Rāwhiti).

The feedback from participants to date has been positive and some good discussion in regards to marae preparedness has taken place. The projects is now to be reviewed and evaluated with any recommendations for any changes to be considered before the full program is rolled out across Northland.

Welfare

The second meeting of the Welfare Advisory Group for 2015 was held on 7 August. There was a disappointing attendance from some key welfare service agencies. Follow up will be undertaken to ensure appropriate representation for future meetings. The group continues to focus on working towards ensuring that it is in the best possible position for the introduction of a new guideline and plan in December that will have significant impacts for Welfare arrangements and delivery in the region.

The MCDEM National Welfare Manger, Leonie Waayer attended the meeting and provided a presentation on the new welfare arrangements.

Professional Development and exercises

The July CIMS 4, three day course had 23 enrolled students, with all participants meeting the course requirements. Students were from a range of CDEM stakeholder groups including: NZ Police, NZ Fire, KDC, FNDC, NRC, WDC, Northland Health and NZ Refinery.

There are further CIMS 4 and Refresher courses scheduled for September and November this year.

CDEM personnel have also been involved in the following:

- Exercise Rauroa, Maritime and NZ Police Exercise at NZ Refinery 28 July attended by Northland emergency services and support agencies to test the Northland Maritime Mass Rescue Plan.
- Emergency Management Public Education (EMPA) Disaster Communications Conference 30-31 July in Auckland.
- MCDEM Controllers Course -Victoria Randall has commenced this 20 month course with the residential component in Auckland 27-31 July.
- ITF (Integrated Training Framework) welfare function scope for EOC training attended by Claire Nyberg in Auckland .
- 2016 MCDEM National Exercise steering and governance attended by Graeme MacDonald and Claire Nyberg (Further information below)
- United Nations Disaster Assessment and Coordination (UNDAC) consolidation course Yokohama, Japan 20 to 24 July attended by Graeme MacDonald as a member of the New Zealand UNDAC team.

Lifelines

On August 5 the Northland Lifelines Utility Group undertook a table top exercise based upon a severe tropical cyclone impacting the Northland region. The exercise was well attended, with 40 utility representatives and CDEM staff members. The objective of the exercise was to assess the likely impact of the cyclone, undertake an initial impact assessment and test communication between lifeline utilities and CDEM. The exercise consisted of two components: in the morning participants attended onsite at the Northland Regional Council (NRC) training rooms while in the afternoon, the emphasis was on remote access. The exercise evaluation report will be discussed at the next Lifelines meeting.

8.2.6 TRANSPORT

Regional Land Transport Plan 2015-2021

The NZ Transport Agency (NTA) released its National Land Transport Programme 2015/2018 (NLTP) on the 1 July 2015. The NLTP contains the land transport activities that NZTA anticipates funding over the three year period. The allocation of funding is in accordance with the strategic direction set by government through the Government Policy Statement.

The NLTP was formally introduced to Northland at a meeting hosted by NZTA in Kerikeri on 17 July 2015. For the region, the following highlights are provided:-

- A total of \$460m was invested in Northland for the 2015-2018 funding period;
- Maintenance and Operations funding increased by 22% to \$360m;
- Public Passenger Transport received \$6m;
- Walking and cycling received \$5M; and
- Road safety spending was increased by 30%.

On 22 July 2015, a group of Regional Transport Officers (RTO) met with both NZTA and Ministry of Transport (MoT) on issues that had been experienced in the compilation of the Regional Land Transport Plans (RLTP). Based on the content of the meeting, the RTO's along with officers from NZTA and MoT agreed to work toward addressing and hopefully rectifying these issues prior to the commencement of the next RLTP process.

Draft Northland Regional Council Procurement Strategy 2015/2018

Under Section 25 of the Land Transport Management Act 2003 (LTMA), the NZ Transport Agency must approve procurement procedures that are designed to obtain the best value for money spent by the Agency and approved organisations (an 'approved organisation' is an organisation that is eligible to apply for funding from the National Land Transport Fund). As an 'approved organisation', Northland Regional Council ('council') is therefore required to produce a procurement strategy to specify how its procurement is to be carried out. The procurement strategy must be approved by the NZ Transport Agency.

At the Audit and Risk Committee meeting held on 18 August 2015, a paper entitled "Northland Regional Council Transport Procurement Strategy 2015/2018 (Strategy)" was tabled. This paper introduced the draft strategy for council approval to be released approval by NZTA.

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Northland Rooding Collaboration Workshops

Contained in the June 2015 CEO report, council was advised that the NZTA Board had agreed in principle to designate the "Inland Freight Route" (Te Pua Road, Mangakāhia Road, Otaika Valley Road and Loop Road North) a state highway subject to formalised collaboration on joint roading asset management in Northland.

A full report on this issue was tabled at the council meeting of 14 July 2015.

Following on from this report, a further workshop was held on 28 August 2015. The progress at this workshop will be presented to the next CEO Forum for consideration.

Passenger Transport Administration***Total Mobility 2014 – 2015 year end summary***

2014/ 2015	Total clients	YTD Actual	Budget	Variance	2013/2014 Actual
Total Mobility	1123	\$162,800	\$200,000	\$37,200	\$165,691

Percentage of expenditure by Agency 2014 – 2015

Community Mental health	3.24%
Age Concern	65.07%
Cairnfield House	0.44%
RNZFB	3.52%
NorthAble	15.83%
Lester Heights Hospital	0.35%
Selwyn Park Home and Village	0.55%
CCS Disability Action	3.23%
Idea Services	2.57%
Kamo Home and Village	0.40%
Whangarei Senior Citizens	0.41%
Epilepsy Association	4.37%
Visitors	0.02%

2014/2015 Financial Year summary

Client numbers over the last financial year increased by 66, from a total of 1057 in 2013/14 to 1123 in 2014/15. Although the number of clients increased, the number trips/TM payments did not. This may be due to the additional clients being registered with the scheme at the end of the financial year

The period under review, Age Concern, had the highest uptake at 65.07%.

Wheelchair hoist lift payments decreased during the year. this can directly be attributed to both medical and care facilities purchasing their own wheelchair vans.

Getting out there expo – 14 /15 August 2015

The **getting out there expo** organised by Tiaho Trust and supported by the Northern Advocate, was an event for both the elderly and people with disabilities to enhance their knowledge on the latest products and services available. This was a great opportunity to promote the Total Mobility Scheme managed by council. Promotional material along with information was distributed in order to promote the Scheme. A total of 500 information packs were handed out over the two day event.

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City Link Whāngārei –

June 2015	Actual	Budget	Variance	2013/2014 Actual
Passenger numbers	27,153	26,040	+1113	24,805
Farebox revenue (GST excl)	\$53,858	\$57,707	-\$3,849	\$57,707

July 2015	Actual	Budget	Variance	2014/2015 Actual
Passenger numbers	26,681	27,968	-1,287	26,953
Farebox revenue (GST excl)	\$54,482	\$61,273	-6,791	\$56,298

SuperGold Card Scheme –

SuperGold Card Passengers carried	Actual	Budget	Variance	2013/2014 Actual
June 2015	5,164	4,401	+763	4,144

SuperGold Card Passengers carried	Actual	Budget	Variance	2014/2015 Actual
July 2015	5,429	5,000	+429	5,056

Rose St Office

The office was opened for smartcard sales and top ups in August. Astute Security have been contracted to provide security services as well as man the office. This dual role is on trial for three months, to make sure it is possible to do both tasks. Posters on board the buses and at Rose Street, along with radio advertising, are directing people to Rose Street rather than the NRC building in preparation for the Transport Team move over to Walton Plaza, which could potentially happen in September 2015.

Public Behaviour

Behaviour at Rose Street continues to be less than ideal, with the guard reporting gang patches being present (also on board buses), very offensive language being used, fights breaking out (one involved around ten people and resulted in two arrests), suspected drug dealing and lingering marijuana scents both in the toilets and outside and on one occasion finding faeces on the benches outside the toilets. There has been an increase in over-night tagging and etching of the glass windows.

Stones have been thrown at the buses in Raumanga and Otangarei, with one of the windows on an Otangarei bus actually broken. Stones have also been thrown at the small vehicles that Ritchies are using for their SESTA contract (Special Education Transport). This resulted in staff attending an Otangarei Community Safety Panel meeting, who then organised a full community public meeting to try and address the issue. This meeting was attended by Cr P Dimery, C Powell, S Selkirk, along with Ritchies staff, local Police and 20 interested parents from the community and resulted in an agreement to hold a public open day. This would include the CityLink buses, the Police and the emergency services. This will provide an opportunity to “personalise” the service a bit more and to connect more with the community that CityLink is servicing.

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Drivers have also reported an increase in what they term “intimidating” behaviour from passengers. For example, passengers boarding with only \$2.00 instead of the required \$3.00 for an adult and are refusing to pay full fare, and some passengers demanding refunds for reasons not valid for a refund. Music is being played very loudly, despite drivers requesting it to be turned down or off.

In the past two weeks, eggs have been thrown at the buses on Kamo Road and in Tikipunga.

Staff are considering the need to provide security services on random trips throughout the day in an attempt to reassure both drivers and passengers that their safety is important to us. Tagging, etching and gouging of the windows and seats is also increasing, see below photo evidence of this behaviour.



Above: Damage inflicted at Rose St and on buses.

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Regional Integrated Ticketing Project

This has again been delayed whilst NZTA further review the scope of the project, and how the regional system would tie in with the Auckland system already operating. Further Working Group and Governance meetings are scheduled to continue pushing the project ahead.

End of Year reporting for BusAbout Kaitiaia

The past twelve months has seen declining patronage on the East Coast and Ahipara routes, but small increases on the PaknSave and Houhora routes.

The declining patronage can in some way be attributed to the cheaper fuel prices – this is consistent with a trend shown across most public transport services in New Zealand, including CityLink Whangarei.

CBEC has increased BusAbout's online presence, with a partial rebrand to BusAbout North



The intent is to clear up any perception that the service only operates in Kaitiaia. All marketing media is directing traffic to this website. A facebook page has also been created, and there are plans to increase the number of likes and engagement with the page. A regular, low-cost but premium positioning presence was maintained in the press, and information re-distributed to local businesses. Sponsorship was sought allowing a free shuttle bus to be provided for the Mangonui Waterfront Festival, which was considered a positive PR campaign. CBEC has also negotiated a free WIFI trial with 2 Degrees, and are working to source funding for this on an ongoing basis. No data regarding uptake or success of the free wifi has been received to date.

	Ahipara	East Coast	Houhora	PaknSave	Annual Total
2011/2012	1828	3829	1306	1022	7985
2012/2013	2304	3264	768	1814	8150
2013/2014	2352	3301	709	1321	7683
2014/2015	1904	2571	786	1785	7046

Omapere to Kaikohe Three Month Trial Service

This trial service ran from the end of March to end June 2015. It operated twice weekly (Tuesday and Thursday) and was mostly used by residents to access services in Kaikohe. An average of three passengers per trip was carried for the trial.

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Through the LTP council agreed to continue the trial through to the end of June 2016, with the understanding that it be linked with the trial mid north service once that becomes operational. This extension has allowed for some timetabling changes, and the introduction of a more seasonal focus to the service – for example the service will operate weekly in the winter and twice weekly in the summer.

The service has been named “Hokianga Link” by the community, and graphics have been added to personalise the service to the area. The logo was developed in the same style as the current CityLink logo:

HOKIANGA link	
6.30am	Departs Onehunga GAT Service Station
8.00am	Departs Hokianga Link
9.15am	Departs Onehunga Junction, Corner Karama Road / SH42
10.00am	Arrives Onehunga. By prior arrangement only. Please 1 hour 45-45 minutes before 8.30am to arrange your pick up
10.15am	Departs Goldfish Corner, Corner Moore Valley Road / SH42
10.20am	Departs Teahua, Corner Teahua Road / SH42
10.25am	Arrives Kaitiaki. This service will drop off at The Warehouse and/or Community Link in request. Manganahua Road / SH42. Bussing's new one-way bus stop off / pick up point
1.00pm	Departs Kaitiaki, Warehouse / Community Link
1.10pm	Arrives Teahua, Corner Teahua Road / SH42
1.30pm	Arrives Goldfish Corner, Corner Moore Valley Road / SH42
1.50pm	Arrives Onehunga Junction, Corner Karama Road / SH42
1.55pm	Arrives Onehunga. By prior arrangement only. Arrangement to be made with driver for bus stop pick up
2.10pm	Arrives Hokianga Link
2.15pm	Arrives Onehunga GAT Service Station

FARES
 Return \$20.00 One way \$10.00
 (Children 1/2 or under only)

BOOKINGS
 For bookings
 Phone Peter Cook, Hokianga Express
 09 425 405 072 or 09 425 0870
 For bookings pick up
 Please 1 hour 45-45 minutes before 8.30am (one-way bus stop off / pick up point)
 (Children 1/2 or under only)

DAYS OF OPERATION
 July 2015 to 18 November 2015
 - Thursdays only
 1 December 2015 to 21 March 2016
 - Tuesdays and Thursdays
 7 April 2016 to 30 June 2016
 - Thursdays only

FOR MORE INFORMATION
www.nrc.govt.nz/hokianga

Trial Mid North Bus Service

Work has not yet fully begun on this service at the time of writing as staff have been committed to other work streams. A project plan has been started, with an update scheduled to be provided to Council in the October meeting, with the intent of beginning the public consultation and investigation process in November/December 2015.

Early thoughts are to consider branding the service in the same style:

MID NORTH
link ←

A longer term strategy being considered is to bring all NRC subsidised services under a regional branding, for example:

Northlink ←

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Road Safety update

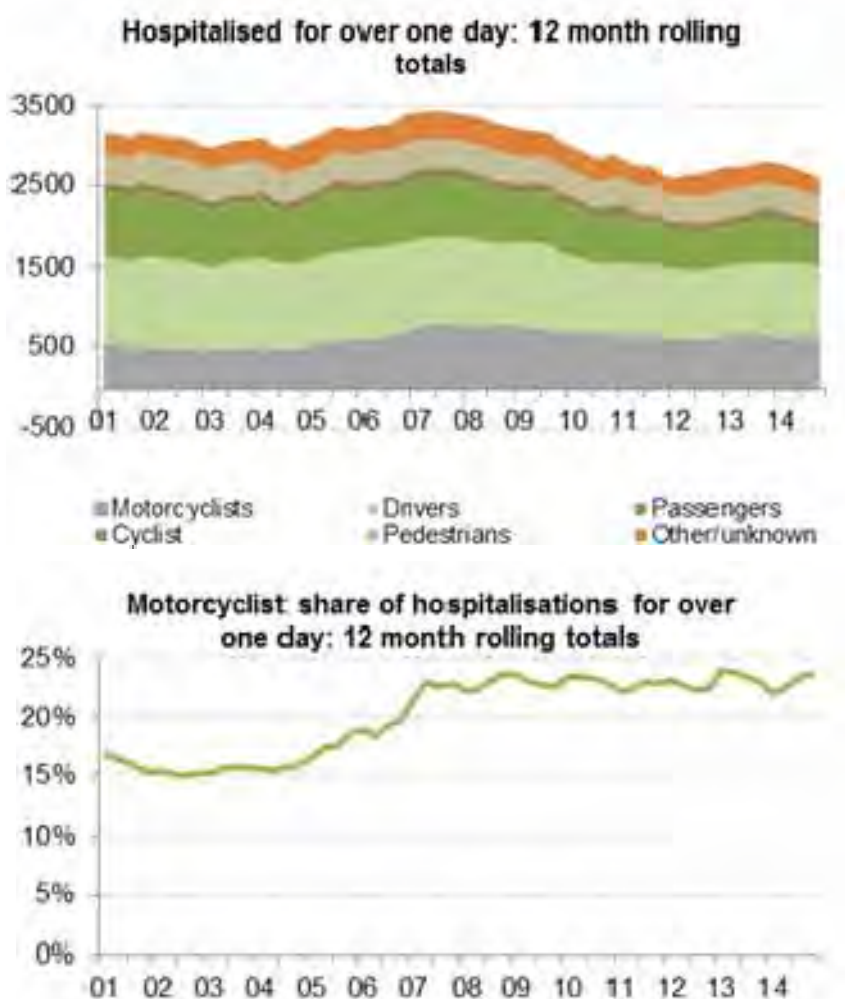
The 2015 year to date national road death toll stands at 205 (187 fatal crashes). This compares to 179 deaths (165 fatal crashes) for the corresponding 2014 period, and 170 for the 2013 period.

The year to date Northland road death toll stands at 14. In 2014 there were 10 deaths at the corresponding time.

In 2015 there have been:

- 7 deaths - Far North district; 5 deaths - Whāngārei district; 2 deaths- Kaipara district
- 8 – Drivers; 5 – Motor cycle riders; 1 – Pedestrian
- 2 < 14yrs of age; 3 – 20-24yrs; 2 – 25-39yrs; 7 > 40yrs plus

The two tables below taken from the Ministry of Transport road toll website portal show 12 month running totals of 'Hospitalisations' from the year 2000 through to 2015 for all of New Zealand. The top table shows a positive tracking down of hospitalisations which reflect in lower crash numbers; however the table below does highlight the upward trend of crashes involving motorcyclists. As the cost of fuel increased so did the number of motorcyclists on the roads.



This year's Trafinz Conference took place in Dunedin. – The theme was 'Transport Futures – The Changing Face of Transport'. The quality of the presenters was high & presentations have been posted on the Trafinz website –

www.trafinz.org.nz/conferences/2015

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The keynote speaker Prof. Mark Stevenson is an epidemiologist and Professor of Urban Transport & Public Health at the University of Melbourne, Australia, he spoke on the Transport System of the Future - Intelligent Transport Systems (ITS) - Automation of the System & - Sustainable Transport

In the Intelligent Transport System area – Technologies with high potential include – Forward collision avoidance, all speeds; Alcohol Interlocks; Fatigue Management Systems; Seatbelt interlocks; Seatbelt reminder (disruptive).

Population Demographics – With an aging driver there will also be issues around perception – e.g. distance, speed. More drivers on our roads will be on medication of some sort and some medication can impact on driving ability.

Traffic and Air Quality - Exposure to traffic-related air pollution and pulmonary diseases; Emissions from traffic exacerbate asthma; Prevalence of asthma amongst adults in New Zealand 11%. Other key points identified included:

- Deteriorating Infrastructure - Annual Depreciation; Ongoing Maintenance; Extending the Infrastructure
- Reduced Revenues - Growing funding gap
- Congestion and Productivity - Significant cost – US Studies

Navigation, Safety and Maritime Operations

Oil Spill Preparedness and Response

Quarterly service of the oil spill response gear was completed. The tier 2 plan annual update was completed. Refining NZ and the harbourmaster have individually met with Maritime NZ to facilitate improved training for Refining NZ staff, and link them into the regional and national response systems. The regional response team has recently all received updated refresher training, with new staff also added to the team. Key positions and numbers are now being reviewed. Planning is underway for a desktop exercise in October.

There were six oil spills reported, all minimal.

Port and Harbour Safety

Ongoing exams and assessment continue for a trainee pilot for Whangarei as he progresses through his license levels. The renewal of two pilot exemption licenses was also organised by the harbourmaster. The 6 weekly harbour safety meetings continue with good attendance by all key stakeholders. The channel modification project planning continues, driven by Refining NZ, and the Harbourmaster and Deputy attended two simulation sessions at the port, trailing different options, and a pilots meeting the following week reviewing the findings. The Refining NZ project manager is liaising closely with the Harbourmaster's office throughout the project. Northport have organised a replacement system for long wave verification, linked to the Dynamic Under-Keel Clearance System, which will provide improved levels of accuracy.

A meeting of the upper harbour key stakeholders was organised by the harbourmaster's office to facilitate communication between the various parties and ensure any possible improvements or problems were being addressed. The meeting was well received, and the plan is to hold this meeting every 6 months.

The Harbourmaster and Deputy attended the annual Harbourmaster's meeting in Wellington.

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Council staff also attended a Mass Rescue exercise organised by the national Search and Rescue Council. This is to prepare for eventualities such a cruise ship in trouble potentially endangering lives of hundreds of people on board.

The Harbourmaster provided advice to Golden Bay Cement with regard to dredging and channel improvement works associated with their acquisition of a replacement ship next year, and assisted in simulation studies for the new vessel.

Maritime Incidents, Enforcement and Safety

An ongoing issue of abandoned and derelict vessels around the coast continues to take up considerable resources. The cost of disposing of the vessels is an issue, with owners, if found, usually having no financial ability to deal with the situation. One vessel in Taiharuru for instance has caused an oil spill, created a navigational hazard, with the probable owner in jail and locals disagreeing over ownership. Other incidents include the usual collection of groundings, debris, near misses, and a breakaway yacht getting stuck under the Northport jetty.

A prosecution of a yacht owner who continued to infringe the coastal plan despite abatement notices has been withdrawn. This was following the successful application for an enforcement order which was applied for as the prosecution was taking too long. The yacht owner is complying with the enforcement order to date. A near miss incident involving a local fishing vessel and a departing log ship was reported to the Harbourmaster. The investigation and follow up were handed over to Maritime NZ due to the seriousness of the incident.

An abnormal discharge of soot was reported from an oil tanker in Whangarei. Council's monitoring staff and Refining NZ are discussing measures to prevent future occurrences and improve enforcement options.

Aids to navigation

New batteries were installed on 16 Navigation beacons over this period. The harbourmaster and maritime manager met with a representative of the manufacturer and discussed the reduced quality of battery supplies. The options of an improved supply or a different manufacturer are being explored.

One buoy in the Bay of Islands came adrift in a storm, and was reinstated within 24 hours of being reported.

Two new 5 mile lights were installed on #1 and #2 The Sticks Bay of Islands to assist with pilotage and general navigation in the Bay.

Two temporary special marks were laid for stage II of the Ōpua Marina Development. Ferry landing lights were constructed and installed for Far North Holdings Limited.

Various maintenance, painting and replacement markers was undertaken. A new Vega light was installed at Tapeka point, Bay of Islands. This is one of the key entrance lights, and the old technology was replaced with the latest in LED, with improved visibility, increased flash sequence, and the land side blanked to reduce antisocial interference.

Moorings

Work continues with ensuring all moorings are serviced on time. Legal advice has been sought over council liability regarding mooring servicing and its relationship

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with contractors. A legal case continues regarding a sinking on a mooring where the owner is suing both the council and a local yacht club.

Some preliminary work is being done on following up on the upkeep of pile moorings, procedures for cancellation and removal of non-compliant/unsafe moorings and on carrying out the next round of tagging moorings.

Others

Council vessel Waikare slipped for annual maintenance work in preparation for upcoming shipping season. A cracked fuel tank was repaired, but no other major maintenance was required.

The Harbourmaster and council monitoring staff met with Far North Holdings Limited and Total Marine to discuss the commencement of Stage II of the Ōpua Marina Development.

A launching ceremony was held for the new council vessel Mangapai which is to replace the old vessel Lazercraft. The Mangapai will be inducted into service once council obtains approval under the safety management system MOSS from Maritime NZ (initial audit has been scheduled in early September).

8.2.7 SUPPORT SERVICES

Petroleum Exploration Workshop

The first in a series of two workshops was held on 28 August where Councillors and Te Tai Tokerau Māori Advisory Committee members received information from government agencies and Statoil about how the industry is regulated and what activities are currently taking place in Northland offshore waters. A second workshop will be organised shortly for those opposed to the industry to present their views.

The workshop also attracted a large number of protestors with increase security needed to ensure the safety of staff and workshop participants. While the workshop was successful with a good exchange of information, it's worth noting that workshops of this nature involve considerable staff time and resource to coordinate and incur unbudgeted expenses (in this case \$3297 for catering and security).

Public communications***Publications and media releases authorised/completed during July/August 2015:******Media releases***

- Northland wins \$650k-plus share of hill country erosion fund (authorised by and quotes Bill Shepherd)
- Free weed workshops back (authorised by and quotes Joe Carr)
- Councillors begin delivering 2015 NRC environmental awards (authorised by and quotes Monty Knight)
- Call for emergency services fund applications (authorised by and quotes Bill Shepherd)
- Controlled Substance Licence training next month (authorised by and quotes Joe Carr)
- Maori, advisory committee have much to offer; Samuels (authorised by and quotes Dover Samuels)

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- Treasured lakes get some special attention (NIWA media release, but includes quotes from/photograph of Monty Knight)
- Workshops to allow NRC to better understand all aspects of petroleum exploration

Councillor constituency columns and photographs

- The following columns have been published since the previous report: Coastal South (Bream Bay News), Coastal Central (Whangarei Leader), Coastal North (Bay Chronicle), Te Hiku (Northland Age), Hokianga-Kaikōhe (Northern News).

Publications

- The bulk of the work for this year's Annual Report and Annual Report Summary (currently scheduled for adoption and release in late October) occurred during this period.

Online Channels

Visits to the NRC website (compared to the same period last year):

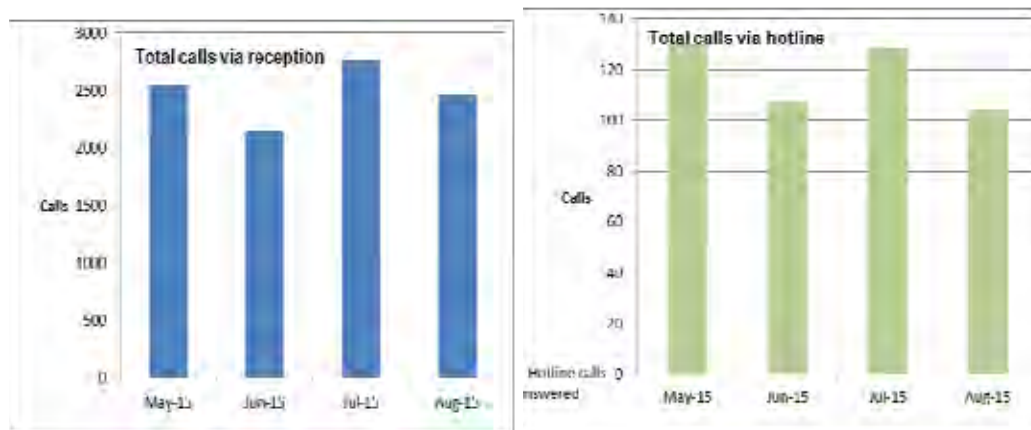


Key Performance Indicators	May-15	Jun-15	Jul-15	August-15
WEB				
E-payments made	1	5	21	17
GIS Service - Number of unique visitors	885	932	978	928
GIS Service - Number of visits	1,130	1,192	1,263	1,238
# subscription customers (cumulative)	1,063	1069	1,078	1,084
SOCIAL MEDIA (cumulative)				
# Twitter followers	882	903	919	946
# NRC Facebook fans	690	772	775	794
# NRC Overall Facebook Reach	N/A	N/A	25,268	13,089
# CDEM Facebook fans	4,444	4,559	4,691	4,812
# CDEM Overall Facebook Reach	N/A	N/A	73,982	36,090
# CoastCare Facebook fans	143	145	146	151
#CoastCare Overall Facebook Reach	N/A	N/A	362	1,127

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

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Customer services**Events**

Event	Date	Location	Description	Staff contact
September				
Ballance Farm Environment Awards 10 year celebration dinner	24	Whangarei TBC	A special celebration to recognise reaching 10 years of Ballance Farm Environment Awards in Northland.	Natasha Stubbing or Debbie Johnson
Auckland On-Water Boat Show	24-27	Auckland	A shared display with other councils focusing on marine pests. Messaging around checking and anti-fouling boat hulls before moving to other waters.	Irene Middleton

Environmental Education***Northland Regional Council Environmental Curriculum Awards***

All NRC Councillors and Environmental Education staff visited 21 Northland schools during July and August delivering Northland Regional Council 2015 Environmental Curriculum Awards.

The Northland Regional Council Environmental Curriculum Awards (ECAs) provide \$20,000 to schools. They foster excellence in environmental education, with schools eligible for up to \$2000 each for their efforts to educate children *'in, about and for'* the region's environment.

The award-winning schools are spread throughout Northland. Seven winning schools are based in the Far North, 12 in the Whangarei district and four in Kaipara.

The awards feature in general on the Northland Regional Council website www.nrc.govt.nz/eca

Enviroschools

Enviroschool related activities have included:

- **Portland community planting days:** On 2 July, the first of 2 community planting days was attended at Portland. Enviroschool Portland Kindergarten is leading the restoration of a community bush area adjacent to the Kindergarten.

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- **National Enviroschools secondary hui:** On 9 and 10 July, the Enviroschools professional development for the secondary sector was attended in Wellington. The hui aimed to support the development of the Enviroschools Programme in secondary schools throughout New Zealand.
- **Project Possum – stage 1 assessment workshops:** From 28 - 30 July, three Project Possum assessment workshops were held at Trefoil Park, near Kaikohe. Biosecurity team members took the students through their assessment activities related to trapping, plucking and skinning possums, which were assessed by Can Train NZ.
- **Meeting with Waikato Regional Council:** On 3 August, a meeting was held with a representative from Waikato Regional Council (WRC) to discuss Project Possum. WRC is scoping the possibility of implementing a similar project in the Waikato region.
- **Meeting with Te Aho Tū Roa:** On 17 August, a meeting was held with Joanne Murray, who leads Te Aho Tū Roa in Northland. Te Aho Tū Roa is the Maori immersion sibling of Enviroschools, also supported by the national Toimata Foundation. The meeting discussed how Enviroschools Northland and Te Aho Tū Roa could work together to best serve Northland's Kura Maori.
- **Enviroschools Bronze sharing and decision-making session:** On 21 August, an Enviroschools Bronze sharing and decision-making session was held at Kerikeri Kindergarten. This reflection team came to the decision that Kerikeri Kindergarten has achieved the Enviroschools Bronze stage. A presentation will be held at a later date.
- **Secondary teachers and gateway co-ordinators meet:** On 24 August, Enviroschools Northland held a meeting in Taheke for secondary teachers and gateway co-ordinators. The meeting discussed programme development for Project Possum and WaiRestoration – WaiFencing and WaiNurseries, piloting Project Mustelid in 2016,.
- **Facilitation of Enviroschools communities:** The following school communities were visited during July and August: Bream Bay, Dargaville High, Hukerenui, Kamo Intermediate, Kamo Primary, Kohukohu, Kokopu, Mangamuka, Northland College, Okaihau Primary, Otamatea, Peria, Portland Kindergarten, Rawene, Riverview, Ruawai, Taipa, Te Kura o Hato Hohepa Te Kamura and Waiharara.

Iwi Liaison**Governance**Te Tai Tokerau Māori Advisory Committee

During July, the Te Taitokerau Māori Advisory Committee (TTMAC) met formally at the council's office in Whāngārei. The committee having confirmed their work programme have established a working group to assess and make recommendations back to the committee on engagement models for Māori participation in council plan processes.

The initial meeting of the working party was held during August. The group considered a raft of information on this and other councils processes for involving

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Māori in local government plan processes. The next meeting is scheduled for September.

At the same meeting, the Whangarei District Councils' - Te Kārearea – Strategic Relationship Forum presented on their relationship agreement between council and hapū of Whāngārei.

In August TTMAC attended its bi-monthly marae based hui. The August hui was hosted by Hapū from Ipipri (Bay of Islands) and was held at Te Rawhiti Marae at Rawhiti. Almost 50 people attended the hui which included presentations on the purpose of TTMAC and presentations from various hapū on their issues and concerns.

Te Uri o Hau Settlement Trust

Work continues on the review of the Memorandum of Understanding between council and the Te Uri o Hau Settlement Trust (the Trust). The Trust is currently working through proposed changes before recirculating to council staff for finalising.

Liaison

Local Government New Zealand Māori Committee and Māori in Local Government

As previously reported Te Pae Urungi (National committee – Māori in Local Government) met during June to discuss the invitation from Te Maruata (Māori Elected Members Committee LGNZ) to present at the July national hui of elected members.

The Iwi Liaison Officer attended the national conference of Māori Elected Members on behalf of Te Pae Urungi, presenting to the hui. The inaugural hui hosted by Te Maruata was open to all Māori Elected members across local government.

Te Pae Urungi and Te Maruata are now considering synergies and how to establish and maintain an effective relationship with local government.

Patuharakeke Environmental Management Plan

In August, the Patuharakeke Te Iwi Trust Board (the Board) launched its reviewed Hapū Management Plan. The Board was successful at gaining financial support from council for the plan review. The formal blessing and lodgement ceremony was held at Terenga Paraoa Marae in Whāngārei and was attended by Chairman Shepherd, Councillor Brown, Chief Executive Officer Malcolm Nicolson, Harbour Master Jim Lyle and Iwi Liaison Officer Rachel Rōpiha. Councillor Brown accepted a copy of the plan on behalf of council.

Treaty Settlements

Council was notified by the Officer of Treaty Settlements that the Te Hiku Omnibus will be heard on 9 September. The Bill once enacted will see the establishment of the Te Oneroa A Tōhē Beach Management Board made up of iwi and council representatives.

During August the council met with the Far North District Council and the Auckland and Kaipara District councils (respectively) to discuss the settlement landscape for Northland - in particular the impending Te Hiku settlement and proposals for the Kaipara Harbour.

The Chairman, Deputy Chairman, CEO and senior staff met with representatives from Auckland Council, Kaipara and Whangarei District Council to discuss the current status of treaty settlement negotiations for the Kaipara Harbour. The purpose of the meeting was to identify common ground and areas where local

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authorities can work together to support the treaty settlement process. A further meeting was scheduled for late September to continue this discussion and agree a way forward.

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

Refer to Item 6.1: Financial Report to 31 August 2015.

IRIS

Version 2.0 of the IRIS application has been released. This is the first instance where a release of the IRIS application contains all of the functional elements as originally intended in the development project. Of particular importance is the initial capability for the capture of data on mobile devices in the field for compliance monitoring. While this release is significant in that it includes support for mobile devices, in many ways it is only the beginning with other areas of IRIS such as biosecurity still to be enabled to work on mobile devices. Several of the other areas are planned for delivery in the October release.

GIS Centre of Excellence

A Centre of Excellence across the domain of Geographic Information Systems and Data has been established with both parties signing the Terms of Reference.

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ISSUE: Receipt of Committee Minutes**ID:** A774291**To:** Council Meeting, 15 September 2015**From:** Chris Taylor, Governance Support Manager**Date:** 7 September 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 acknowledge the unconfirmed minutes of the following committees:

- Organisational Performance Committee – 30 June 2015;
- Te Tai Tokerau Māori Advisory Committee – 9 July 2015;
- Regional Transport Committee – 12 August 2015;
- Finance Committee – 18 August 2015; and
- Environmental Management Committee – 31 August 2015.

The minutes for each committee will be circulated under separate cover.

Legal compliance:

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

Recommendation:

That the unconfirmed minutes of the:

- Organisational Performance Committee – 30 June 2015;
- Te Tai Tokerau Māori Advisory Committee – 9 July 2015;
- Regional Transport Committee – 12 August 2015;
- Finance Committee – 18 August 2015; and
- Environmental Management Committee – 31 August 2015

be received.

ISSUE: Business with the Public Excluded**ID:** A775543**To:** Council Meeting, 15 September 2015**From:** Chris Taylor, Governance Support Manager**Date** 1 September 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
10.1	Receipt of Confidential Minutes of the Organisational Performance Committee – 30 June 2015	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
10.2	Confidential Minutes of the Council Meeting – 14 July 2015	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
10.3	Receipt of Confidential Minutes of the Economic Development Working Party – 2 July 2015	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 and industrial activities 7(2)(i).
10.4	Receipt of Confidential Minutes of the Finance Committee – 18 August 2015	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
10.5	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).

10.6	Emergency Services Fund – Registration of Interest	To maintain effective conduct of public affairs through: (i) The free and frank expression of opinions by or between or to members or officers or employees of any local authority, or any persons to whom section 2(5) of the Act applies, in the course of their duty; and (ii) The protection of such members, officers, employees, and persons from improper pressure or harassment 7(2)(f).
10.7	Whāngārei (CityLink) Bus Service – 12 Month Extension of Contract	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).
10.8	Potential Acquisition of the Lessee Interest of 47-49 Herekino Street	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 and industrial activities 7(2)(i).
