

NORTHLAND REGIONAL COUNCIL

Agenda

For meeting to be held in the Northland Regional Council Chamber,
36 Water Street, Whangārei, on Tuesday 15 December 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:** A793881**To:** Council Meeting, 15 December 2015**From:** Tracey Warboys, Health and Safety Specialist**Date:** 4 December 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:	<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 month of November 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 4 December 2015, be received.

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Report:**YTD Statistics**

Descriptor	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
LTI	0	1	0	1*	2							
MTI	0	0	1	0	-							
FTI	0	1	0	0	1							
INC	0	1	0	0	4							
DPI	0	2	3	5	1							
Hazards reported	0	0	0	4	1							
Near miss reported	0	0	0	1	-							

*LTI – Lost Time Injury**MTI – Medical Time Injury**FTI – First Aid Injury**INC – Incident**DPI – Discomfort, Pain and Injury***Summary of Events (items of note)**

- LTI – One day – Back strain from retrieving item from Events vehicle. The employee does have pre-existing musculoskeletal issues which may have contributed to this injury. Generally, the employee self manages well with a regular maintenance and exercise programme.

Of note, and maybe of assistance to the Events team, is a review of items that are required onsite (gazebos, display boards, equipment, etc.), and the provision of mechanical aids (where practicable) to assist in reducing the manual handling component, along with staff attending a manual handling course.

- LTI – Two days – Wrist, neck and shoulder strain – employee suffered ergonomic stressing due to change in workstation during the office relocation. Ergonomic assessment undertaken with adjustments made. Welfare continuing.
- Previously reported serious harm injury (OCT) – staff member is recovering well and nil issues with their RTW plan with continuing welfare support.
- DPI – One assessment conducted for the period – after shifting offices employee complained lights were too bright resulting in tired/strained eyes and headaches. Although the lux lighting testing conducted established lights were within recommended levels for office based staff (between 300-500) the six florescent lights were very bright for the small space. Lights changed from 'white' to 'blue' which have made a significant difference to the employee. Will continue to monitor.

Health and Safety Reform Bill

- A full update on the Health and Safety Reform Bill will be provided at the February 2016 council meeting.
- Staff education package and schedule roll out to be determined.

ACC WSMP

- Annual self-assessment underway with approximately 60% completed – WIP.

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Health and Safety Committee

- Meeting held on 25 November 2015 – nil issues to report.

Health and Safety issues, inspections, visits and training

- All workplace inspections achieved as per schedule – no issues of note to report with minor corrective issues achieved during inspections.
- Training
 - Nil issues with first aider training continuing.
 - Gantry training for Water Street staff scheduled in January 2016 due to the training provider's end of year courses completed for 2015.
 - Defensive Driving and 4 x 4 wheel driver training – meeting with provider scheduled for 4 December.
 - Potential to train NRC employee to carry out respiratory fit testing in early 2016 thus reducing external trainer costs.
 - CDEM training attended by Health and Safety Specialist 10–12 November.
 - Exploring potential 'fit for purpose' wader course with assistance by J/Donaghy.
- Drills
 - Nil scheduled.
- Site/events
 - Contractor induction undertaken at Pokapu Road, Moerewa, for a spillway clearance job 2 November – nil issues and job well managed by D/Foster.
 - S/Clark organised and executed a well-run event for the Hātea/Waiharohia canal clean up on 9 November – one minor first aid injury.
 - Safety evaluation and assessment completed for external training provider (RT Equipment Limited) utilising Robert Street premises.
 - Events team had a number of electrical leads and junction boxes that were untagged/tested along with using internal junction boxes in external settings. Tagging achieved along with the purchase of two RCD units as added protection and education debrief delivered. [Note lack of test/tagging is widespread issue and has been noted as part of the internal ACC WSMP self-assessment.]
- Health and Safety electronic form and data repository
 - Potential for Promapp to be used as an electronic reporting means to register accidents/near misses/incidents and hazards.
 - With assistance from Frontier, Whangarei District Council has reformatted CHRIS 21 to utilise as their health and safety database. While this is not an all-encompassing off-the-shelf health and safety product, Whangarei District Council is trying to evolve CHRIS 21 as their reporting database – remains WIP.
- Health monitoring
 - 100% complete for annual Cholinesterase, Lung Testing, Typhoid and Tetanus – nil issues.
 - Annual skin check scheduled for 7 December.

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- Other
 - Annual fire extinguishers check completed for Whangārei Office, NRC vehicles, boat extinguishers, Dargaville, BOI office, and Kaitāia, with ReSort site scheduled for December.
 - Welfare continuing with reported LTIs.
 - Assisting with two RTW plans for a home and work injury respectively.
- Health and Safety Forum – Whangārei
 - The Steering Committee met on 18 November to discuss and develop the following documents which are due for presentation at the 3 December forum hosted by WDC:
 - Charter / New member's application / Steering committee nominations / Meeting agenda – AGM / Meeting minutes – AGM / Meeting agenda - Steering committee / Meeting minutes - Steering committee / Meeting agenda – Members / Meeting minutes – Members / Meeting attendance register.

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**ISSUE: Confirmation of Extraordinary Council Minutes –
10 November 2015****ID:** A803332**To:** Council Meeting, 15 December 2015**From:** Chris Taylor, Governance Support Manager**Date:** 7 December 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 10 November 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 10 November 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 10 November 2015, commencing at 9.30 am

Present:

Chairman, Bill Shepherd
Deputy Chairman, Graeme Ramsey
Councillors:
John Bain (*left meeting 9.36 am*)
Craig Brown
Joe Carr (*from 10.14 am*)
Paul Dimery
Monty Knight
Dover Samuels
David Sinclair

In Attendance:**Full Meeting**

Chief Executive Officer
GM Customer Service/Community Resilience
Infrastructure Manager
Governance Support Manager

Part Meeting

GM Strategy and Governance
Policy Development Manager

The Chairman declared the meeting open at 9.34 am.

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

That the apology from Councillor Carr for delayed arrival be received.

Carried

Declarations of Conflicts of Interest (Item 2.0)

Councillor Bain advised that he had a 'conflict of position' and left the chambers for the duration of the meeting.

**Supplementary Item for Extraordinary Council Meeting –
10 November 2015 (Item 2.0A)**

ID: A795684

Report from Governance Support Manager, Chris Taylor.

Moved (Sinclair/Samuels)

That as permitted under section 46A(7) of the Local Government Official Information and Meetings Act 1987, Supplementary Item 10.5: Emergency Services Fund – Proposals and Allocation, be received.

Carried

ID: A790042

Emergency Services Fund – Proposals and Allocation (Item 3.1 and Supplementary Item 3.1)

ID: A795183 and A795648

Report from Tony Phipps, Group Manager Customer Services and Community Resilience, and Graham Nielsen, Infrastructure Manager.

Moved (Knight/Sinclair)

That the report 'Emergency Services Fund – Proposals and Allocation' by Tony Phipps, Group Manager Customer Services and Community Resilience, and Graham Nielsen, Infrastructure Manager, and dated 3 November 2015, be received.

Carried

Secretarial Note: Councillor Carr arrived 10.14 am.

It was further moved (Samuels/Knight)

That the Contestable Emergency Services Fund be allocated as follows:

Emergency Service Provider	Annual Allocation (GST exclusive)
Northland Emergency Services Trust	\$525,000
Surf Life Saving Northern Region	\$120,000
St John Northern Region	\$90,000
Coastguard Northern Region	\$84,000

Carried

Councillors Ramsey and Dimery voted against the motion.

It was further moved (Dimery/Brown)

That the above allocations in Resolution 2, will be subject to each grantee entering into a written agreement with council on the financial and service performance measures and targets, and reporting timetable related to the grant. Such written agreement shall be to the satisfaction of the Group Manager Customer Services and Community Resilience, and subject to the conditions as outlined in the application.

Carried

CONCLUSION

The meeting concluded at 10.45 am.

ISSUE: Confirmation of Minutes – 17 November 2015**ID:** A803394**To:** Council Meeting, 15 December 2015**From:** Chris Taylor, Governance Support Manager**Date:** 7 December 2015

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

Executive summary:

The purpose of this report is to present the unconfirmed minutes of the council meeting held on 17 November 2015 (**attached**) for confirmation as a true and correct record.

Legal compliance:

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

Recommendation:

That the minutes of the council meeting held on 17 November 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, Whangārei,
on Tuesday 17 November 2015, commencing at 1 pm

Present:

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

In Attendance:**Full Meeting**

Chief Executive Officer
GM Strategy and Governance
Governance Support Manager

Part Meeting

Northland Inc. Limited Chief Executive Officer
Northland Inc. Limited GM Investment and Infrastructure
Northland Inc. Limited Financial Administrator
GM Environmental Services
GM Regulatory Services
Resource Management Planning and Policy Manager
Corporate Services Manager

The Chairman declared the meeting open at 1pm.

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.

Health and Safety Reform Bill Update (Item 3.1)

Secretarial Note: It was advised that this presentation had been deferred to the December 2015 council meeting.

Health and Safety Report (Item 4.0)**ID: A793881****Report from Health and Safety Specialist, Tracey Warboys.****Moved (Ramsey/Brown)**

That the report 'Health and Safety Report' by Tracey Warboys, Health and Safety Specialist, and dated 3 November 2015, be received.

Carried**Confirmation of Minutes – 20 October 2015 (Item 5.1)****ID: A793680****Report from Governance Support Manager, Chris Taylor.****Moved (Samuels/Knight)**

That the minutes of the council meeting held on 20 October 2015 be confirmed as a true and correct record.

Carried**Receipt of Action Sheet (Item 5.2)****ID: A793710****Report from Governance Support Manager, Chris Taylor.****Moved (Ramsey/Brown)**

That the Council Action Sheet be received.

Carried**Financial Report to 28 October 2015 (Item 6.1)****ID: A793925****Report from Financial Accountant, Vincent McColl.****Moved (Sinclair/Ramsey)**

That the 'Financial Report to 28 October 2015' by Vincent McColl, Financial Accountant, and dated 7 November 2015, be received.

Carried**Northland Inc. Limited Financial Reporting and Reporting Against Statement of Intent (SOI) for Quarter One of 2015/16 (Item 6.2)****ID: A795061****Report from Finance Manager, Simon Crabb and Economist, Darryl Jones.****Moved (Brown/Bain)**

That the report 'Northland Inc. Limited Financial Reporting and Reporting Against Statement of Intent (SOI) for Quarter One of 2015/16' by Simon Crabb, Finance Manager, and Darryl Jones, Economist, and dated 10 November 2015, be received.

Carried

NPS Freshwater Implementation Programme (Item 7.1)**ID: A793608****Report from Resource Management – Planning and Policy Manager, Justin Murfitt.****Moved (Carr/Brown)**

1. That the report 'NPS Freshwater Implementation Programme', by Justin Murfitt, Resource Management – Planning and Policy Manager, and dated 4 November 2015, be received.
2. That council resolves that full implementation of the National Policy Statement for Freshwater Management 2014 before 31 December 2015 is not practicable.
3. That council adopts the progressive implementation programme, attached to Item 7.1 of the 17 November 2015 council meeting agenda, (subject to minor formatting, layout, grammatical or administrative corrections) and approves public notification of this programme before 31 December 2015.

Carried**Representation on Taharoa Domain Governance Committee – Offer of Option (Item 7.2)****ID: A792507****Report from Group Manager Customer Service and Community Resilience, Tony Phipps.****Moved (Ramsey/Knight)**

1. That the report 'Representation on Taharoa Domain Governance Committee – Offer of Option' by Tony Phipps, Group Manager Customer Service and Community Resilience, and dated 29 October 2015, be received.
2. That the council supports the Taharoa Domain Governance Committee including in its draft Taharoa Domain Management Plan, for the purpose of public consultation and submission, the option of Northland Regional Council having a representative on the Taharoa Domain Governance Committee.

Carried**It was further moved (Samuels/Brown)**

3. That Councillor Ramsey be the Northland Regional council representative on the Taharoa Domain Governance Committee.

Carried

Request for Advance of Funds to the Approved Budgets for the Kaihū and Kerikeri River Schemes (Item 7.3)

ID: A794564

Report from Rivers and Natural Hazards Manager, Joseph Camuso.

Moved (Samuels/Bain)

1. That the report 'Request for Advance of Funds to the Approved Budgets for the Kaihū and Kerikeri River Schemes', by Joseph Camuso, Rivers and Natural Hazards Manager, and dated 6 November 2015, be received.
2. That council approves the advance of \$23,750 from the Kerikeri-Waipapa River Management reserve to enable sufficient budget to proceed with the Cobham Road spillway tender (15/09) and additional river channel maintenance works that have been identified as part of the resource consent process for the Kerikeri spillway project.
3. That council approves the advance of \$51,419.76 from the Kaihū River Management reserve to enable sufficient budget to proceed with the Kaihū River maintenance work tender (15/10) and Kaihū River tree removal tender (15/11).

Carried

Appointment of Honorary Enforcement Officers 2015 (Item 7.4)

ID: A763207

Report from Deputy Harbourmaster, Chidambaram Surendran.

Moved (Dimery/Bain)

1. That the report, 'Appointment of Honorary Enforcement Officers 2015', by Chidambaram Surendran, Deputy Harbourmaster, and dated 4 November 2015, be received.
2. That the council approves the renewal of the warrants of the persons listed below as Honorary Enforcement Officers, under section 33F(1) (g) and (h) of the Maritime Transport Act 1994 for a period until 15 December 2017:

Rodney Barker	-	Houhora
Tommy Walker	-	Rangaunu
Steve Smith	-	Mangōnui / Doubtless Bay
Roly Linstrom	-	Whangaroa
Rex Mundy	-	Kerikeri
Peter Lord	-	Kerikeri
Walter Murray	-	Whangaruru
Doug Adams	-	Whananaki
Percy Ginders	-	Tutukākā / Ngunguru / Wellingtons Bay
Hamish McKenzie	-	Pataua
Blair Dempsey	-	Whangārei
Marc Sands	-	Bream Bay
Francie Crawford	-	Mangawhai and Langs Beach
Trevor Downey	-	Mangawhai
Ron Matich	-	Kaipara
Des Subritzky	-	Kaipara and West Coast
Peter Clark	-	Lower Hokianga

Carried

Secretarial Note: The appointment of an Honorary Enforcement Officer for the Upper Hokianga was deferred to the December 2015 council meeting.

Warrants for Maritime Staff (Item 7.5)

ID: A794601

Report from Deputy Harbourmaster, Chidambaram Surendran.

Moved (Carr/Bain)

1. That the report, 'Warrants for Maritime Staff', by Chidambaram Surendran, Deputy Harbourmaster, and dated 5 November 2015, be received.
2. That the council approves the issue of a warrant to Ms Tammy Crookshanks to enable her to exercise the powers of an Enforcement Officer as set out in sections 33F(1)(a), 33F(1)(b), 33F(1)(g), 33F(1)(h), 33F(1)(i) and 33H of the Maritime Transport Act 1994.
3. That the council approves the issue of a warrant to Mrs Ellie McClintock to enable her to exercise the powers equivalent to those of an Honorary Enforcement Officer, under section 33F(1) (g) and (h) of the Maritime Transport Act 1994.

Carried

Kaipara Harbour Treaty Settlement (Item 7.6)

ID: A795343

Report from Group Manager Strategy and Governance, Jonathan Gibbard.

Moved (Samuels/Dimery)

1. That the report 'Kaipara Harbour Treaty Settlement' by Jonathan Gibbard, Group Manager Strategy and Governance, and dated 5 November 2015, be received.
2. That council endorses the Memorandum of Understanding with the Auckland Council, Kaipara District Council, and Whangarei District Council (included as Attachment 2 pertaining to Item 7.6 of the 17 November 2015 council meeting agenda), concerning the Kaipara Moana Settlement Negotiations between the Crown and Ngāti Whātua and the establishment of a joint working group, to be signed.
3. That the Chief Executive Officer be delegated the power to approve any minor amendments to the final form of the MOU arising from considerations of the draft MOU by Auckland Council, Kaipara District Council and Whangarei District Council.
4. That council confirms the appointment of Councillor Graeme Ramsey as its representative on the Kaipara Moana Negotiations Working Party.

Carried

Chairman's Report to Council (Item 8.1)**ID: A793094****Report from Chairman, Bill Shepherd.****Moved (Shepherd/Samuels)**

That the Chairman's Report dated 6 November 2015 be received.

Carried**Chief Executive Officer's Report to Council (Item 8.2)****ID: A791774****Report from Chief Executive Officer, Malcolm Nicolson.****Moved (Shepherd/Sinclair)**

That the Chief Executive Officer's report dated 6 November 2015 be received.

Carried

Secretarial Note: The transport operations report was tabled with the passenger and revenue figures included.

Receipt of Committee Minutes (Item 9.0)**ID: A793718****Report from Chris Taylor, Governance Support Manager****Moved (Carr/Brown)**

That the unconfirmed minutes of the:

- Regional Transport Committee – 7 October 2015; and
- Environmental Management Committee – 27 October 2015

be received.

Carried

Business with the Public Excluded (Item 10.0)

ID: A787599

Report from Chris Taylor, Governance Support Manager

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 – 20 October 2015	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
10.2	Receipt of Confidential Minutes of the Economic Development Working Party Meeting – 20 October 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).
10.3	Human Resources Report	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect the privacy of natural persons, including that of deceased natural persons 7(2)(a).
10.4	Investment and Growth Reserve: Feasibility and Business Case Assessment – Pre- Feasibility of Integrated Sawmill and Mechanical Pulp Mill at Ngāwha	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).

Carried

It was further moved (Shepherd/Samuels)

That the Northland Inc. Limited Chief Executive and GM Investment and Infrastructure be permitted to remain after public excluded to address Item 10.4.

Carried

CONCLUSION

The meeting concluded at 3.22 pm.

ITEM: 5.3

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ISSUE: Receipt of Action Sheet**ID:** A803252**To:** Council Meeting, 15 December 2015**From:** Chris Taylor, Governance Support Manager**Date:** 4 December 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).	Further to the update provided 09/10/15, work around this request remains WIP. Staff will continue to use the Volunteers Task Plan to brief volunteers on health and safety matters in the interim. As part of the overall update of the Health & Safety Manual volunteer requirements will be included to meet the new legislative requirements.	05 Nov 2015	Council
REQ.577224	Open	19 Aug 2014		Internal Audits	That the internal audits over Support-Treasury and Democracy and Governance Reporting be undertaken (RESO).	Draft templates provided by Meeting and Governance Solutions. Templates and proposed agenda format to go to the Executive Management Team for approval.	02 Dec 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 matter has been appealed and we are awaiting a hearing date.	03 Dec 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 second Oil Exploration workshop was held on 23 November at Toll Stadium. Presentations were received from Mike Smith (Greenpeace), Rueben Taipari and Catherine Murupaenga-Ikenn. As agree, the Te Tai Tokerau Maori Advisory Committee will consider this matter at their next formal meeting in February 2016 and consider whether they wish to make a recommendation to council.	04 Dec 2015	Te Taitokerau Māori Advisory Committee
REQ.577238	Closed	17 Feb 2015		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).	COMPLETE/ON-GOING	02 Dec 2015	Finance Committee
REQ.577239	Closed	17 Feb 2015		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).	COMPLETE/ON-GOING	02 Dec 2015	Finance Committee
REQ.577240	Open	17 Feb 2015		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)	The comments period for the draft Project Management Policy has closed. Responses are being correlated and the Policy will be revised where required.	04 Dec 2015	Finance Committee
REQ.577258	Closed	21 Apr 2015		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)	Superseded by Action Point REQ.578867. (No response has been received to the joint local authority letter sent to Te Hiku Iwi leaders seeking an informal meeting prior to the formal establishment of the Beach Board. Due to the heavy workshop schedule it has not been possible to hold a councillor workshop to discuss the Settlement Legislation as requested by Councillors during the November meeting. Staff will seek to schedule a workshop on this early in the new year.)	04 Dec 2015	Council
REQ.577259	Open	21 Apr 2015		Kaipara Harbour Settlement	That council participates in the pre-settlement negotiations for Kaipara Harbour (RESO)	All councils have now resolved to sign the draft MOU which was presented to the November Council meeting and which outlined how local authorities are going to work together through the Kaipara Harbour settlement process. Staff of all councils are currently coordinating the signing of the MOU and understand the next meeting of the working party will not be until the new year.	04 Dec 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		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.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).	Awaiting the outcome of a discussion between Chair and CEO with counterparts at FNDC.	02 Dec 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.	This information will be provided to the OPC meeting on 15 December 2015.	06 Nov 2015	Organisational Performance 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.	Local Government Funding Agency Work ongoing.	07 Dec 2015	Finance Committee
REQ.578305	Open	16 Sep 2015	REQ	Bay of Islands Hundertwasser Proposal	That enquiries be made as to the progress of the Bay of Islands Hundertwasser proposal.	Proposal to be reviewed then brought to a future council meeting.	07 Dec 2015	Council
REQ.578338	Open	31 Aug 2015	RESO	Action plan to be developed	That an action plan to be developed collaboratively with Far North iwi, Northland Fish and Game, and other stakeholders aimed at reducing wildfowl numbers at vulnerable Far North habitats.	A stakeholder meeting was held on 26th November chaired by Councillor Knight. It was agreed that a site visit would be made on 14 December 2015 by Fish and Game, Peter Wiessing and others to sites of concern for black swan and Canada geese before xmas with a view to Fish and Game putting in an application to the Minister of Conservation for a Black Swan cull.	08 Dec 2015	Environmental Management Committee
REQ.578339	Open	31 Aug 2015	RESO	A scope of works is developed to cost a full research plan	A scope of works is developed with independent relevant science providers to cost a full research plan aimed at understanding the impacts of selected wildfowl on Far North habitats, farming and human health.	Research Plan to be discussed at a stakeholder meeting in Kaitia on 26th November	06 Nov 2015	Environmental Management Committee
REQ.578482	Open	09 Oct 2015	REQ	Update on infringement notice and new programme software	That an update be proved at the 2 December RTC meeting regarding comparative figures of infringement notices to ensure enforcement levels are being maintained in conjunction with an update on the new information programme software that is to be rolled out Nationally.	This matter has been forwarded to the Police for response.	02 Dec 2015	Regional Transport Committee
REQ.578510	Closed	13 Oct 2015		Provide Research Outcomes - National Speed Management Guide	A request to see the research outcomes from the Waikato University regarding the Economics (Benefits and Efficiency) of the National Speed Management Guide at the next RTC on 2 Dec	COMPLETE	04 Dec 2015	Blank
REQ.578511	Closed	13 Oct 2015		Address issues with current projects	Loop Road North - Address the issues regarding an increase in heavy traffic at the next RTC meeting on 2 Dec Springfield - Request to see the long term plan (whole of life considerations) for the Springfield Project, in particular looking at considerations of 3/4 lanes throughout as opposed to 2+1 lanes in the current proposal	COMPLETE	04 Dec 2015	Blank
REQ.578619	Open	21 Oct 2015	REQ	Navigation Lights Maintenance	That the maintenance schedule for navigation aids be raised with the maritime team, including the implications for safety and also council's insurance policy.	The Harbourmaster to provide a presentation to the February 2016 meeting of the Hazard Working Group.	04 Dec 2015	Council
REQ.578736	Closed	27 Oct 2015	REQ	Request for EMC agenda item "Sensible Sampling Regime"	Sensible sampling regime – to be provided to the next Environmental Management Committee meeting on 7 December 2015 and "Focus of the National Situation compared to the Regional Situation". Action: Colin Dall	Complete. The matter was discussed at the December EMC meeting.	08 Dec 2015	Environmental Management Committee
REQ.578812	Open	12 Nov 2015	RESO	Customer Satisfaction and Awareness - External Research Provider	That an external research provider be identified to undertake customer satisfaction and awareness surveys and a proposal be provided to the Organisational Performance Committee (including but not limited to audiences/methodology/levels of service).	Work in progress. Separate agenda item to the December Organisational Performance Committee meeting regarding this matter.	07 Dec 2015	Organisational Performance Committee

IRISID	Current Status	Request Date	Reso/Req	Description	Request Details	Note Text	Date of Note	Requested By
REQ.578867	Open	18 Nov 2015	REQ	Te Oneroa-A-Tohe Statutory Board	That a meeting be set up with the necessary parties to: * identify issues; * develop Terms of Reference; * determine 'a position' and so forth (this Action Point supercedes REQ.577258).	THIS ACTION POINT SUPERCEDES REQ.577258. Due to the heavy councillor workshop schedule it has not been possible to hold this discussion prior to Christmas. Staff will seek to schedule this discussion early in the new year.	04 Dec 2015	Council
REQ.578872	Open	18 Nov 2015	REQ	Honorary Enforcement Officers	That the appointment of an Honorary Enforcement Officer for the Upper Hokianga be addressed at the December 2015 council meeting. Investigations also to be made as to the legalities of appointing councillors as honorary enforcement officers.	A paper to be included in the December council meeting agenda regarding the appointment of an enforcement officer for the Upper Hokianga. Advice will also be provided regarding the appointment of councillors as honorary enforcement officers at the 15 December council workshop.	04 Dec 2015	Council
REQ.578875	Open	18 Nov 2015	REQ	Letter to OTS	That a letter be drafted to the Deputy Secretary - Lead Negotiator Office of Treaty Settlements, Nigel Fyfe, detailing council's concerns regarding the Kaipara Harbour Treaty Settlement.	The legal opinion received by council during the Te Hiku settlement negotiations was circulated to councillors. Staff seek further clarification as to the exact concerns Council wishes to convey to OTS.	04 Dec 2015	Council
REQ.578876	Open	18 Nov 2015	REQ	Consent Information	The Chair and Deputy Chair of the Hearings Committee to be provided a full list of consents (and related information). All councillors to be copied in.	Council officers met with the Chair of the Hearings Committee to determine the content of the report. This report will be ready for the February 2016 council meeting.	08 Dec 2015	Council
REQ.578877	Closed	18 Nov 2015	REQ	Advising councillors of meetings/events	That consideration be given to the mechanism by which councillors are advised of meetings/events within their constituency.	The Executive Management Team have been reminded that they must ensure councillors are aware of events happening in the community.	07 Dec 2015	Council
REQ.578882	Closed	18 Nov 2015	REQ	Moerewa Hill	That repairs to the Moerewa Hill road be discussed at the 2 December Regional Transport Committee meeting. NZTA to provide a report back on this matter.	COMPLETE.	04 Dec 2015	Council

ITEM: 6.1

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ISSUE: Financial Report to 27 November 2015**ID:** A802630**To:** Council Meeting, 15 December 2015**From:** Vincent McColl, Financial Accountant**Date:** 3 December 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 four months ended 27 November 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 27 November 2015' by Vincent McColl, Financial Accountant, and dated 3 December 2015, be received.

ITEM: 6.1

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Background:




The council report for the year to date (YTD) shows a net operating surplus of \$2.61M against a budgeted net surplus of \$2.32M, resulting in an overall favourable variance for the year to date of \$289K before transfers (to) or from special reserves. This variance arises from the total expenditure for the four months being behind budget by \$81K or 1% and total revenue being ahead of budget by \$208K or 1%. After transfers to reserves the council made a surplus of \$1.55M which is \$263K more than budget.

Revenue is ahead of budget predominantly due to higher than expected returns on the Property Reinvestment Fund of \$412K, unbudgeted Infrastructure Reinvestment Fund gains of \$90K, and greater rates and penalties revenue than budget of \$90K. Investment interest income is lower than budget by \$233K and investment property income is lower than budget by \$89K on account of properties being sold and transferred into the Property Reinvestment Fund that were budgeted to be tenanted and properties that are currently vacant.

Expenditure is lower than budget predominantly due to labour costs which are \$167K below budget YTD. A lot of other small expenditure variances relate to the timing of works and projects. The main favourable variances are river maintenance and clearance is favourable to budget by \$21K, pest control and poison field work is favourable to budget by \$16K, and transport contracts are favourable to budget by \$60K which is offset with lower revenue. Rates paid are unfavourable to budget by \$80K, which is the cause of the economic development variance. Unbudgeted costs relating to the Ngāwhā geothermal plant have contributed \$71K in unfavourable variances but this is offset with unbudgeted revenue.

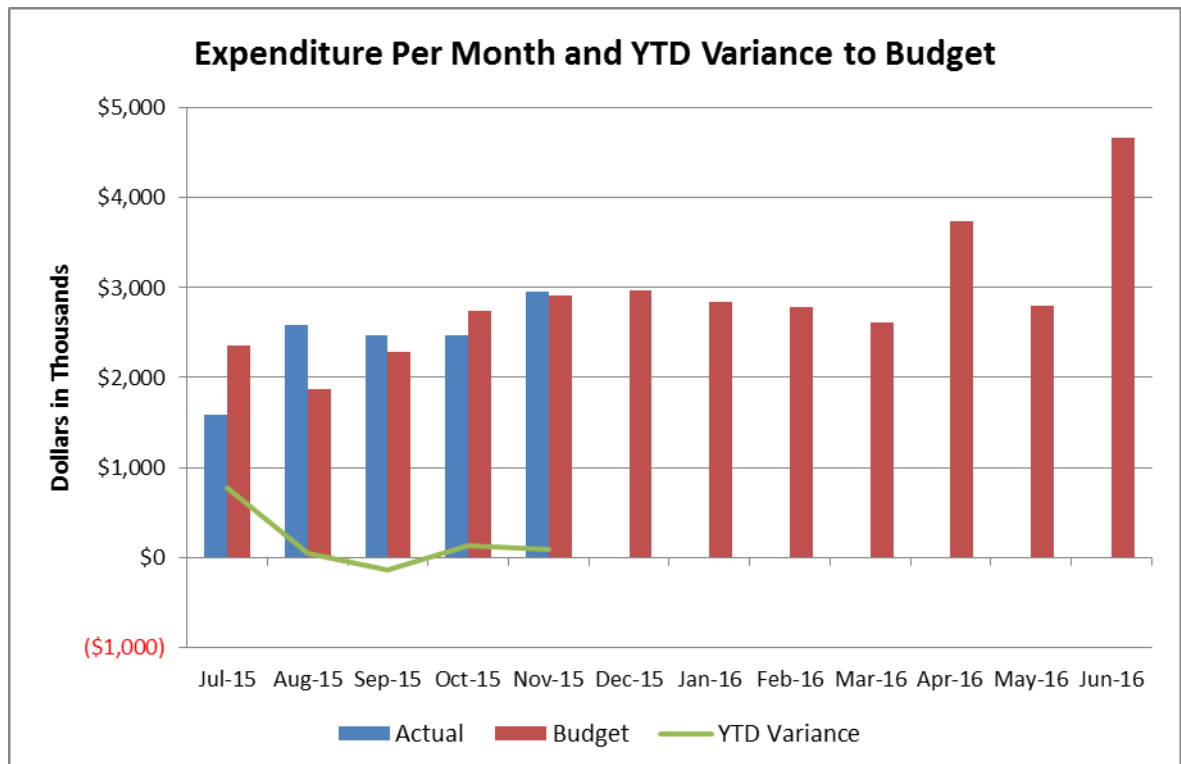
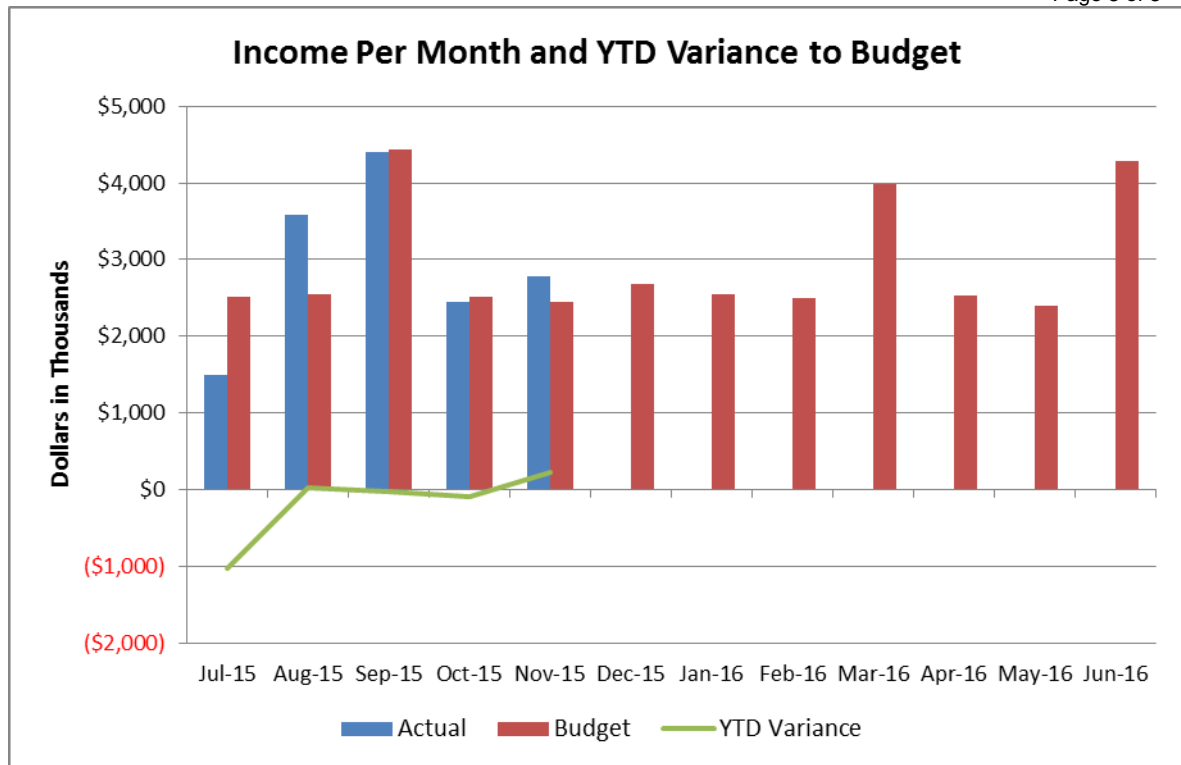
Capital expenditure for the year to date is \$1.77M compared to a budget of \$2.69M. The Whangārei River Dam project at \$1.07M is most of the capex spend. Dam capex of \$475K was budgeted in November but the invoices are expected to be booked in December. For rating software \$150K was budgeted YTD (\$300K full year) but has not been spent as anticipated. The vehicle fleet replacement capex is \$109K below budget year to date as the programme is running behind schedule.

SUMMARY OPERATING RESULTS			
	000's ACTUAL YTD	000's BUDGET YTD	000's VARIANCE YTD
Revenue (including other gains)	\$ 14,675	\$ 14,467	\$ 208
Expenditure	\$ 12,061	\$ 12,142	\$ 81
NET (COST)/SURPLUS BEFORE TRANSFERS FROM/(TO) RESERVES	\$ 2,614	\$ 2,324	\$ 289

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	2.6%	Transport	5.5%
River Management	7.3%	Community Representation and Engagement	-4.8%
Economic Development	-12.7%	Support Services and Commercial	0.0%
Hazard Management	-3.0%		

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Council Detailed Report

ITEM: 6.1 - Attachment

Monthly Report for Period 5

					Full Year Budget Annual Plan 2015- 16	Full Year Revised Budget 2015-16
Total Council	YTD Actual 2015-16	YTD Budget 2015-16	Variance	Variance %		
Revenue						
Rates	8,427,150	8,337,347	89,803	1%	20,009,632	20,009,632
User Fees and Sundry	1,994,967	1,970,909	24,059	1%	4,129,840	4,133,840
Grants and Subsidies	345,019	383,017	(37,998)	-10%	1,089,704	1,089,704
Investment Interest Income	566,245	799,237	(232,992)	-29%	2,504,525	2,294,930
Investment Property Income	979,312	1,068,232	(88,920)	-8%	3,176,855	3,063,037
Forestry Income	-	-	-	-	353,529	353,529
Dividend Income	1,494,646	1,494,450	196	0%	2,822,850	2,822,850
Property Reinvestment Fund	498,873	87,248	411,626	472%	-	209,394
Community Investment Fund Income	278,524	326,250	(47,726)	-15%	783,000	783,000
Infrastructure Reinvestment Fund	89,853	-	89,853	-	-	-
Total Revenue	14,674,589	14,466,689	207,900	1%	34,869,936	34,759,916
Expenditure						
Resource and Catchment Management						
BIO - Biosecurity	1,245,903	1,255,754	9,850	1%	3,157,856	3,241,303
COASTAL - Coastal Monitoring	111,294	98,988	(12,307)	-12%	336,403	336,403
COMPLNCE - Compliance Monitoring	1,173,944	1,224,800	50,856	4%	3,057,075	3,161,542
CONADV - Consents Advice	378,995	340,810	(38,185)	-11%	833,801	833,907
CONAPP - Consents Applications	362,338	390,871	28,534	7%	972,256	967,063
LNDBIO - Land & Biodiversity	930,755	935,415	4,660	0%	2,802,556	2,732,035
PAP - Planning and Policy	808,607	875,717	67,111	8%	2,206,766	2,199,157
SOE - State of the Environment	575,234	611,560	36,325	6%	1,590,220	1,582,557
Total Resource and Catchment Management	5,587,071	5,733,915	146,844	3%	14,956,932	15,053,965
River Management						
HYDRO - Hydrology	161,880	280,778	118,898	42%	805,460	805,459
RIVMGT - River Management	961,023	931,081	(29,943)	-3%	2,798,660	2,794,584
Total River Management	1,122,904	1,211,858	88,955	7%	3,604,119	3,600,044
Economic Development						
CML - Commercial Investments	306,166	163,270	(142,896)	-88%	438,617	417,611
EOACT - Economic Development Activities	1,121,388	1,035,181	(86,207)	-8%	2,812,532	3,724,899
ECOPRO - Economic Development Projects	118,162	173,412	55,250	32%	432,474	285,731
Total Economic Development	1,545,717	1,371,863	(173,854)	-13%	3,683,623	4,428,241
Hazard Management						
EME - Civil Defence and Emergency	316,718	302,824	(13,895)	-5%	762,047	757,599
NATHAZ - Natural Hazards	259,078	243,826	(15,252)	-6%	745,878	946,469
OILSPILL - Oil Pollution Response	44,189	55,357	11,168	20%	154,530	150,211
Total Hazard Management	619,985	602,006	(17,979)	-3%	1,662,454	1,854,279
Transport						
HARBOUR - Harbour Safety	734,189	745,008	10,819	1%	1,843,075	1,833,428
TRAPTA - Passenger Transport Administration	873,265	941,536	68,271	7%	2,393,275	2,385,746
TRARTM - Regional Transport Mangement	159,611	182,422	22,811	13%	488,661	498,273
Total Transport	1,767,065	1,868,967	101,902	5%	4,725,012	4,717,447
Community Representation and Engagement						
COMPRO - Community Projects	46,982	38,355	(8,627)	-22%	1,017,687	991,957
CORP - Corporate	357,170	337,639	(19,531)	-6%	822,195	812,195
CORPSTRA - Corporate Strategy	28,225	33,503	5,278	16%	80,705	80,705
ENVRED - Environmental Education	177,541	206,927	29,386	14%	551,906	550,967
MAORI - Maori Engagement	61,104	96,998	35,893	37%	246,077	246,077
REPRES - Community Representation	747,272	640,267	(107,005)	-17%	1,554,605	1,561,604
Total Community Representation and Engagement	1,418,294	1,353,689	(64,606)	-5%	4,273,174	4,243,504
Support Services						
COMMS - Communications	268,168	259,623	(8,545)	-3%	594,276	594,276
CUSTSERV - Customer Services	72,159	44,558	(27,601)	-62%	108,008	108,008
FINANCE - Finance	813,218	894,987	81,769	9%	3,066,724	3,066,724
HR - Human Resources	233,405	176,399	(57,006)	-32%	367,330	367,330
IT - Information Technology	805,552	801,298	(4,253)	-1%	1,777,581	1,839,582
ONLINE - Online	110,554	86,485	(24,070)	-28%	204,506	204,506
PROPERTY - Property	204,512	248,863	44,351	18%	515,157	515,266
RECORDS - Information Management	150,860	132,399	(18,461)	-14%	328,037	328,037
Internal Transfers	(2,658,429)	(2,644,613)	13,816	-1%	(6,818,084)	(6,711,730)
Total Support Services	(0)	(0)	0	-50%	143,537	312,000
Total Expenditure	12,061,035	12,142,298	81,263	1%	33,048,851	34,209,481
Net (Cost)/Surplus of Services	2,613,554	2,324,391	289,163	12%	1,821,085	550,435
Other Gains						

Council Detailed Report

ITEM: 6.1 - Attachment

Monthly Report for Period 5

	YTD Budget 2015-16				Full Year Budget Annual Plan 2015-16	Full Year Revised Budget 2015-16
Total Council	YTD Actual 2015-16	16	Variance	Variance %		
Forestry Revaluation	-	-	-	-	-	-
(Loss)/Gain on Sale of Assets	-	-	-	-	619,566	619,566
(Loss)/Gain on Disposal of Financial Investments	-	-	-	-	-	-
Revaluation - Fair Value of Financial Investments	25,187	-	25,187	-	-	-
Emissions Trading Scheme	-	-	-	-	-	-
Total Gains	25,187	-	25,187	-	619,566	619,566
Net (Cost)/Surplus of Service before transfer from/(to) Special Reserves	2,638,741	2,324,391	314,350	14%	2,440,651	1,170,001
Transfers from/(to) Special Reserves						
Transfers from/(to) Land Management	-	13,000	13,000	100%	274,500	287,500
Transfers from/(to) Awanui River	(154,583)	(141,102)	13,481	-10%	(113,694)	(113,687)
Transfers from/(to) Kaihu River	(28,515)	(18,059)	10,456	-58%	3,634	3,634
Transfers from/(to) Kaeo River Reserve	(44,509)	(29,125)	15,384	-53%	(47,049)	(47,428)
Transfers from/(to) Whangarei Urban River Reserve	(172,934)	(182,836)	(9,902)	5%	(978,028)	(977,882)
Transfers from/(to) Priority Rivers Reserve	-	-	-	-	-	-
Transfers from/(to) Infrastructure Facilities Reserve	-	-	-	-	(80,150)	(113,074)
Transfers from/(to) Recreational Facilities Reserve	(479,707)	(434,150)	45,557	-10%	(1,016,142)	(1,016,137)
Transfers from/(to) Property Reinvestment Fund Res	-	-	-	-	-	-
Transfers from/(to) Forest Income Equalisation Rese	15,623	41,468	25,845	62%	26,320	26,323
Transfers from/(to) Hatea River Reserve	(66,619)	(3,142)	63,477	-2020%	(4,658)	(5,594)
Transfers from/(to) Environment Fund Reserve	-	-	-	-	-	-
Transfers from/(to) Investment and Growth Reserve	251,328	102,283	(149,045)	-146%	607,602	1,523,750
Transfers from/(to) Approved Carry Forwards Gener	11,131	8,500	(2,631)	-31%	-	350,000
Transfers from/(to) Waipapa/Kerikeri River Reserve	(120,858)	(95,669)	25,189	-26%	(197,488)	(197,489)
Transfers from/(to) Infrastructure Investment Fund F	-	-	-	-	-	-
Transfers from/(to) Community Investment Reserve	(296,370)	(294,007)	2,363	-1%	-	(783,000)
Transfers from/(to) Revaluation Financial Assets Res	-	-	-	-	-	-
Transfers from/(to) Kaitaia Bus Reserve Reserve	360	(985)	(1,345)	137%	(2,363)	(2,363)
Transfers from/(to) Oyster Shell Reserve	-	-	-	-	-	-
Net (Cost)/Surplus of Service after transfer from/(to) Special Reserves	1,553,088	1,290,567	262,521	20%	913,135	104,554

	YTD Actual	YTD Budget	Variance	Variance %	Full Year Budget Annual Plan	Full Year Revised Budget
Note 1: Total Expenditure by Type						
Expenditure						
Labour Costs	4,961,186	5,128,657	167,471	3%	12,112,685	12,199,194
Operations	6,274,563	6,192,568	(81,995)	-1%	18,961,873	20,035,994
Member Expenses	283,642	283,221	(421)	0%	683,450	683,450
Depreciation	541,248	537,851	(3,397)	-1%	1,290,843	1,290,843
Finance Overheads	2,658,825	2,644,613	(14,211)	-1%	6,818,084	6,711,730
Internal Recharges	(2,658,429)	(2,644,613)	13,816	-1%	(6,818,084)	(6,711,730)
Total Expenditure	12,061,035	12,142,298	81,263	1%	33,048,851	34,209,481

ISSUE: Northland | Forward Together - A Strategic Collaboration (Tai Tokerau | Kokiri Ngatahi)**ID:** A802729**To:** Council Meeting, 15 December 2015**From:** Malcolm Nicolson, Chief Executive Officer**Date:** 3 December 2015

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

Executive summary:

As agreed at the 26 November 2015 Strategic Alliance workshop, this paper presents the Northland | Forward Together – A Strategic Collaboration (Tai Tokerau | Kokiri Ngatahi) for consideration and ratification by council. This document will be presented to all four Northland councils for ratification in December 2015.

Legal compliance and significance assessment:

The decisions or matters of this agenda do not trigger the significance criteria outlined in council's Significance and Engagement Policy. However, if the research were to eventually lead to the council considering a new structure for delivering shared services to ratepayers then a subsequent decision may trigger the Significance and Engagement Policy.

Recommendations:

-
1. That the report 'Northland | Forward Together – A Strategic Collaboration (Tai Tokerau | Kokiri Ngatahi)' by Malcolm Nicolson, Chief Executive Officer, and dated 3 December 2015, be received.
 2. That council adopt 'Northland | Forward Together – A Northland Strategic Collaboration (Tai Tokerau | Kokiri Ngatahi)', as the shared strategic plan for Northland local government, guiding the collaboration and shared services programme.
 3. That council approve the signing of the documents by Cr Bill Shepherd, Council Chairman, to represent this strategic collaboration.
 4. That council note no changes to current governance arrangements are required or proposed to implement this strategic collaboration and progress will be reported regularly to each council.

5. That council note the programme is being managed by the Chief Executive Officer Forum and support the Chief Executive to assign staff time to the collaboration and shared service programme where resources allow.
-

Report:

There is a willingness to work collaboratively across the four councils of Northland. Collaboration and investigation of shared services has been in the terms of reference for the Mayoral and CEO Forums since 2012. Since the 2013 elections, this work has gained real traction.

As part of this, elected members (and commissioners) from all four councils have been workshopping together to agree our priorities. This has been represented by the progressive development of a strategic document. The fourth workshop held 26 November 2015 agreed the final draft of the document: **Northland | Forward Together - A Strategic Collaboration** (Tai Tokerau | Kokiri Ngatahi). The document is now ready for consideration and potentially adoption by the four councils of Northland.

The document includes a vision, goals and objectives. It makes it clear what the role of councils is in each objective. For the strategy to work, it requires councils to accept a role in leadership and advocacy for matters that need change, outside the role of councils. This especially applies to social services. Statistics on Northland show there is a burning platform for change – particularly in the government services of education, training and participation in work.

Councils are being asked to commit to work together in good faith, be inclusive, optimistic and focussed, with others including Māori, business and communities, to pursue **together, lifting the overall wellbeing of our people and our place**.

The active collaboration of councils at the governance level, to develop a shared view of the things that are important to their region, and the commitment to act on these priorities is a significant and important achievement. It is something that the region can be proud of.

Narrative

There have been four workshops held including the elected representatives (and commissioners) of the four councils of Northland. The first was initiated by the Mayor of the Far North. Each council has hosted one workshop. At each workshop, a shared strategy for the North was on the agenda as an item.

At the first workshop there was a brainstorming session to list all the issues and opportunities facing Northland. This was the first step in developing a vision shared by all councils for Northland.

The issues and opportunities were themed for the second workshop and the vision developed further.

The third and fourth workshops developed the draft strategy document that is on the agenda for approval. It provides an umbrella document for developing 'one voice'

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advocacy and leadership on Northland-wide issues, and a framework of priorities for the collaboration and shared services programme already under way.

The strategic collaboration is titled ***Northland | Forward Together*** (Tai Tokerau | Kokiri Ngatahi).

The vision is that “***together, we will lift the overall wellbeing of our people and our place***”.

The two goals of the strategic collaboration are:

Our aspirations for Northland are:

- That the potential of the people and resources of Northland are optimised.

Northland has a low level of economic capital being optimised for improving the life of our people. Northland has large areas of under-developed land, reserve land and other natural advantages that provide little leverage for economic wellbeing. We also have under-utilised critical assets. These, together with our people, provide us with the potential we need to lift our economic performance. The challenge is developing our leadership and ability to better use these resources and assets that we already have.

- That participation in education, work and community is increased.

There is a very low level of social capital in Northland documented by low participation in work, education and as part of safe and healthy communities. For Northland's fortunes to turn around, this needs to change. The critical areas of change are improving the proportion of our population that have the lifestyle, education and skills to contribute positively to the economy and life of our communities.

The four objectives of the strategic collaboration are:

Our objectives:

The councils of Northland wish to apply their leadership, resources and advocacy to:

1. Provide where it is our role, and advocate for when it is the role of others, a foundation of **fit-for-purpose infrastructure**.
2. Protect, sustain and support a **high quality natural environment** – our natural paradise.
3. Use our roles in leadership, provision of infrastructure and regulation, and advocate for others to join in to **grow our economy in sustainable ways**.
4. Use our roles in leadership, regulation and advocacy to build a resilient and strong **social and cultural environment** where people and their families thrive.

There is already significant work under way. In setting up the implementation of the programme, it is intended that the coordination is done through the CEO Forum, and each council is reported to by their Chief Executive on the progress of the collaboration work and each will need to continue to make their own decisions. Northland Regional Council joint committees will continue to be used as appropriate e.g. Regional Transport Committee for roads, and Environmental Management Committee for environment and planning. Each council will continue to maintain their

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current relationships with iwi/hapu. The council Chief Executives will continue to meet with the Iwi Chief Executives. Staff time will be required. Existing groups will be used where possible.

Currently there are teams working on:

- One Plan for Northland – led by Kaipara District Council
- Roading Collaboration (with NZTA) - led by Whangarei District Council
- Water Services (with assistance from LGC in the funding of research) – led by Whangarei District Council
- Economic Development (including digital connectedness) – led by Northland Inc.
- One Voice (Advocacy) – led by Far North District Council
- Back of house services – multiple projects individually led by each of the councils – coordinated by Far North District Council

The Northland Regional Council is project lead for the following initiatives:

- Property / Commercial
- Recreation, Sport and Cultural Facilities
- GIS – Aerial Mapping
- Human Resources and Payroll
- Health and Safety, HR Systems
- Emergency Management and Rural Fire - *Completed*

The willingness to collaborate and investigate shared services in Northland is allowing the work to make real progress. The development of a single strategic plan for the four councils of Northland is a remarkable achievement, and active testament to this willingness.

Attachment:

Northland | Forward Together: A Strategic Collaboration (Tai Tokerau | Kokiri Ngatahi)

Northland | Forward Together

Tai Tokerau | Kokiri Ngatahi



A NORTHLAND STRATEGIC COLLABORATION

Together lifting the overall wellbeing of our people and our place

Ngatahi, kia piki te oranga whenua, oranga tangata

We are the Councils of Northland, working together to achieve more than we can alone. This is our plan for creating, over time, a region where everyone can thrive. There is much to do to achieve this; and it happens only through determined effort and working collaboratively, and requires time, passion and commitment over a sustained period of time.

Our region has many strengths. As the birth place of the nation, we are rich in history. We are also blessed with an outstanding natural environment, and proximity to Auckland markets for products, services and a steady stream of visitors.

We live in a time when technology allows business-people to work remotely from anywhere in Northland, and the region has untapped resources in fertile land, thermal steam and a naturally deep port. Northland has the mildest climate of any New Zealand region, extensive coastline and beaches, beautiful native forests, and historic marae that continue to attract mana whenua home.

This is a land of plenty and promise, and we invite you to join with us in realising both. There are no limits to what we can achieve by working together and we look forward to a thriving future.

Sheryl Mai
Chair
Northland Mayoral Forum

NORTHLAND | FORWARD TOGETHER**TAI TOKERAU | KOKIRI NGATAHI*****Our Vision:***

Together, lifting the overall wellbeing of our people and our place | Ngatahi, kia piki te oranga whenua, oranga tangata

Our commitment:

We commit to work together, and speak with one voice on regional matters.

The four Councils of Northland | Tai Tokerau wish to join with Maori, business and communities to harness everyone's energy in the pursuit of the objectives. The Tai Tokerau Iwi CEO's Consortium have already stated their intent of lifting the wellbeing of their people and their place (He Tangata He Whenua He Oranga). Councils will collaborate with Iwi leaders and work with Iwi and Hapu to strengthen whare | marae to enable them to participate.

The four Councils of Northland | Tai Tokerau will think regionally, while acting locally within each of our jurisdictions, and join in for regional matters where the benefit are regional. Councils will work with each other, and within each Council in good faith, be inclusive, optimistic and focussed on what we have agreed are our regional priorities. This will endure over time.

Together, we can use our strengths to work to remove the barriers to wellbeing | oranganui across all our communities.



Mayor John Carter



Chair John Robertson



Mayor Sheryl Mai



Chair Bill Shepherd

The purpose of local government:

The purpose of local government is set down in legislation:

- 1) The purpose of local government is—
 - a) to enable democratic local decision-making and action by, and on behalf of, communities; and
 - b) to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.
- 2) In this Act, **good-quality**, in relation to local infrastructure, local public services, and performance of regulatory functions, means infrastructure, services, and performance that are—
 - a) efficient; and
 - b) effective; and
 - c) appropriate to present and anticipated future circumstances.

At the local government national conference in July 2015, the Minister of local government stated that her desire from us was that we concentrate on issues that matter most to people and communities: more jobs, economic growth and reliable and resilient infrastructure.

We can use our leadership to advocate for action from others when what is required is outside our core responsibilities.

Our aspirations for Northland are:

- that the potential of the people and resources of Northland are optimised

Northland has a low level of economic capital being optimised for improving the life of our people. Northland has large areas of under-developed land, reserve land and other natural advantages that provide little leverage for economic wellbeing. We also have under-utilised critical assets. These, together with our people, provide us with the potential we need to lift our economic performance. The challenge is developing our leadership and ability to better use these resources and assets that we already have.

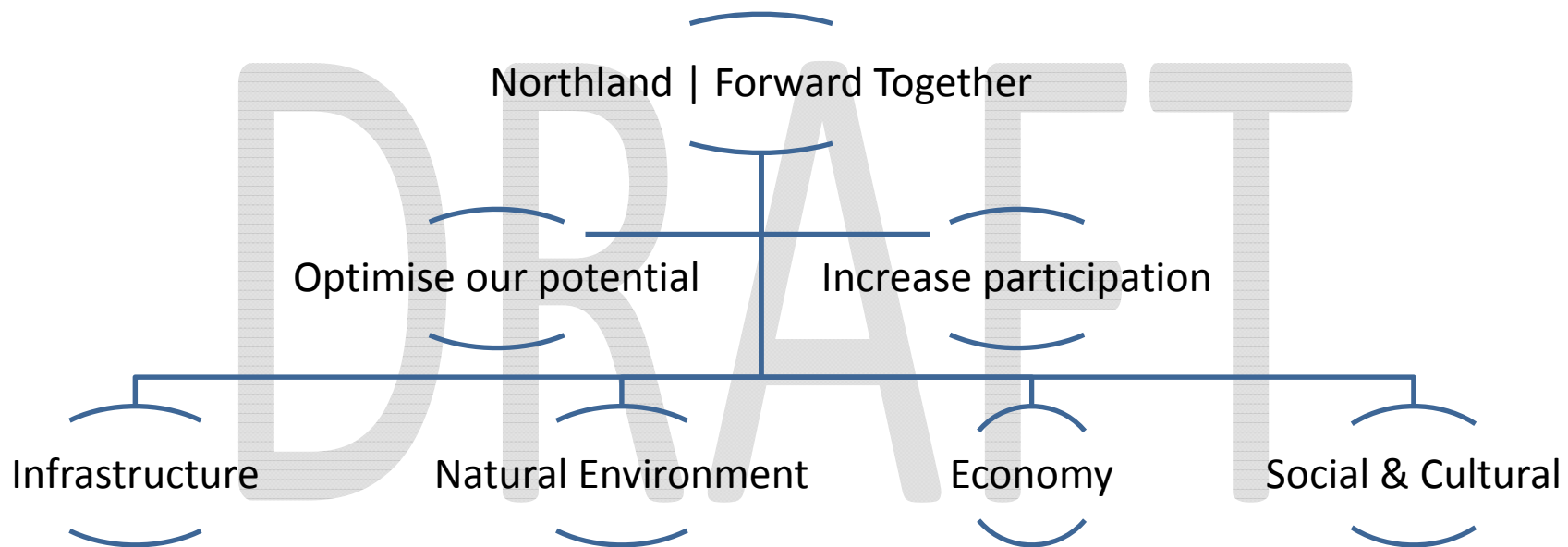
- that participation in education, work and community is increased

There is a very low level of social capital in Northland documented by low participation in work, education and as part of safe and healthy communities. For Northland's fortunes to turn around, this needs to change. The critical areas of change are improving the proportion of our population that have the lifestyle, education and skills to contribute positively to the economy and life of our communities.

Our Objectives:

The Councils of Northland wish to apply their leadership, resources and advocacy to:

1. Provide where it is our role, and advocate for when it is the role of others, a foundation of **fit-for-purpose infrastructure**;
2. Protect, sustain and support a **high quality natural environment** – our natural paradise;
3. Use our roles in leadership, provision of infrastructure and regulation, and advocate for others to join in to **grow our economy in sustainable ways**.
4. Use our roles in leadership, regulation and advocacy to build a resilient and strong **social and cultural environment** where people and their families thrive;



<p><i>The physical context:</i></p> <p>Infrastructure¹:</p> <ul style="list-style-type: none"> - A backlog of maintenance on 3-waters schemes - A history of under-investment in our roading network - An inconsistent level of digital connectedness - Reliance on communities to provide their own recreation & cultural facilities <p>Environment</p> <ul style="list-style-type: none"> - Highest mean annual temperatures in New Zealand – 14-16°C - Low-lying: highest is Waimea Ranges at 781m above sea level - Over 200 different soil types - 32% of land covered in native vegetation, & ½ the remaining kauri forests located here - 14 major harbours, countless estuaries and sandy beaches - Large populations of nationally rare and declining species - 281 dune lakes many of national and international importance - Biosecurity/weed invasion threats heightened for this region because of climate, recreational vessels and weed capital of NZ 	<p><i>The economic context:</i></p> <p>Compared to the rest of NZ we have²:</p> <ul style="list-style-type: none"> - Lower than average growth in GDP - Slower growth in jobs in the last 10 years, and a decline in recent years - Only slightly below national averages for labour productivity - Maori add significantly to the regional economy account for 13% of value of the economy) and have the potential to contribute more - Strong industries in the region that also have export value are farming, forestry, petroleum and their related product processing. Tourism and horticulture are close seconds. - Low educational achievement - Low workforce participation - Household incomes increasing at a slower rate than the national average and declining in real terms - 73% of international recreational vessels visiting NZ dock here 	<p><i>The social context:</i></p> <p>Compared to the rest of NZ we have³:</p> <ul style="list-style-type: none"> - the highest dependency ratio - the highest unemployment rate - the highest dependency on benefits - fewer children under 5 attending preschool - more children leaving school without qualifications - the lowest achievement against national standards for reading, maths and writing - the highest by far of suspensions, exclusions and expulsions from school - the most children suffering abuse or neglect (as reported and substantiated by CYF) - the highest rate of youth offending - average spending on gambling - the highest recorded use of illegal drugs - the second highest accident rate (recorded ACC claims) including work related accidents - a high rate of injury accidents, especially those involving alcohol - the third highest record of burglaries
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¹ Source – this information has been provided by the four Councils of Northland

² Source – Tai Tokerau Northland Growth Study

³ Source – Mixed Fortunes: The geography of advantage and disadvantage in New Zealand, The Salvation Army Social Policy & Parliamentary Unit, May 2015

Priorities

	INFRASTRUCTURE	NATURAL ENVIRONMENT	ECONOMY	SOCIAL & CULTURAL
Council will	Lead Provide Regulate Advocate	Lead Provide Regulate Advocate	Lead Provide Regulate Advocate	Lead Advocate Facilitate Monitor
To lift our wellbeing	<ul style="list-style-type: none"> - Improve Northland's connectedness by road, rail, sea and air - Improve our digital reach and capability - Manage water and stormwater resources for economic wellbeing and for climate change - Provide opportunities for cultural and recreational experiences - Share, across Councils, back-of-house resources, technology, policies and skills 	<ul style="list-style-type: none"> - Maintain and enhance, over time, the quality of water in our waterways and harbours - Protect and restore our outstanding landscape areas and features - Improve public access to our coasts and beaches - Improve the visual amenity on tourist routes and at visitor destinations 	<ul style="list-style-type: none"> - Make it easy to do business with council - Facilitate the sustainable development of land, including Maori land - Maximise the potential of our key assets e.g. North Port, Ngawha thermal resource - Develop visitor products and associated infrastructure - Add value to existing industry sectors - Seek new entrants into the economy 	<ul style="list-style-type: none"> - Increase the number and the quality of homes - Promote healthy lives by reducing drug use, alcohol abuse, and family violence - Have all young people under the age of 21 in work, education or training - Increase the proportion of children between the ages of 2-5 participating in early childhood education - Increase the proportion of young people leaving school with NCEA qualifications

Putting it all together

Northland Forward Together	The potential of the people and resources of Northland are optimised	Providing a foundation of fit-for- purpose infrastructure	Improve Northland's connectedness by road, rail, sea and air
			Improve digital reach and capability
			Manage water and stormwater resources including for climate change
			Provide opportunities for cultural and recreational experiences
			Share, across Councils, back-of-house resources, technology, policies and skills
		Protecting and sustaining the natural environment – our natural paradise	Maintain and enhance, over time, the quality of water in our waterways and harbours
			Protect and restore our outstanding landscape areas and features
			Improve public access to our coasts and beaches
	Participation in education, work and community is increased	Growing our economy in sustainable ways	Improve the visual amenity on tourist routes and at visitor destinations
			Make it easy to do business with Council
			Facilitate the sustainable development of land, including Maori land
			Maximise the potential of key assets e.g. North Port, Ngawha thermal resource
			Develop visitor products and associated infrastructure
		Building a resilient and strong social and cultural environment where people and their families thrive	Add value to existing industry sectors
			Seek new entrants into the economy
			Increase the number and the quality of homes e.g. dry insulated homes, clean drinking water
			Promote healthy lives by reducing drug use, alcohol abuse, and family violence
			Have all young people under the age of 21 in work, education or training
			Increase the proportion of children between the ages of 2-5 participating in early childhood education
			Increase the proportion of young people leaving school with NCEA qualifications

Attachment: Measures

Our aspirations are that, working with central government, we will achieve the following targets by 2030:

Primary measures:

	<i>2015 baseline</i>	<i>2020</i>	<i>2025</i>	<i>2030</i>	<i>2045</i>
<i>Reduction in infrastructure deficit - roads</i>	<i>Less than 10% backlog</i>	<i>Less than 10% backlog</i>	<i>Less than 10% backlog</i>	<i>Less than 10% backlog</i>	<i>Less than 10% backlog</i>
<i>Reduction in infrastructure deficit – 3-waters</i>	<i>In 30 years – less than 10% renewals backlog</i>	<i>25 years</i>	<i>20 years</i>	<i>15 years</i>	<i>Less than 10% backlog</i>
<i>Growth in contribution to GDP</i>	<i>2.5%</i>	<i>2.7%</i>	<i>3%</i>	<i>3.3%</i>	<i>Equivalent to population proportion</i>
<i>Increased participation in the workforce of people of working age</i>	<i>61.7%</i>	<i>67%</i>	<i>69%</i>	<i>72%</i>	<i>Surpasses national benchmark</i>

Secondary measures:

Note: Social measures are for the purpose of monitoring effectiveness of advocacy and central government agencies addressing the social issues of the north:

<i>Social performance</i>	<i>2015 baseline</i>	<i>2020</i>	<i>2025</i>	<i>2030</i>	Government Target
<i>Increase in children aged between 2-5 years in early childhood education</i>	55.3%	60%	70%	75%	98%
<i>Increase in youth leaving school with NZCA</i>	41.3%	45%	47%	48%	Number increased
<i>Children/youth aged under 25 in education or training or work</i>	56%	65%	75%	85%	Increase in proportion of 25-34 year olds with tertiary qualifications
<i>Decrease in children suffering neglect and abuse as substantiated by CYFs</i>	2.8%	2%	1.2%	0.5%	Reduction of 5% of assaults on children
<i>Decline in vehicle accidents where alcohol is a factor</i>	24 / 1000	18	10	5	
<i>Reduction in reported crime by youth</i>	168 / 1000	130	100	70	Reduction in youth crime and in reoffending

<i>Economic performance</i>	<i>2015 baseline</i>	<i>2020</i>	<i>2025</i>	<i>2030</i>	<i>Government Target</i>
<i>Growth in Northland economy each 5 year period</i>	2.5%	2.5%	2.5%	2.5%	
<i>Decrease in working age people living on benefits</i>	17,000	13,000	10,000	7,000	<i>25% reduction in the number of working age people on benefits</i>
<i>Increased visitor nights (commercial accommodation)</i>	1.7 million	1.75 million	1.8 million	1.9 million	
<i>Increased export value to GDP ratio</i>	54%	60%	65%	70%	
<i>Increased household income</i>	77% of national average	80%	90%	95%	

<i>Environmental performance</i>	<i>2015 baseline</i>	<i>2020</i>	<i>2025</i>	<i>2030</i>	<i>2045</i>
<i>Air quality target: Percentage of air sheds meeting the national environmental standards.</i>	100%	100%	100%	100%	<i>100%</i>
<i>Water quality target: Percentage of faecal indicator bacteria results that are within the Ministry for the Environment's guideline values for swimming at the 20 core bathing sites monitored.</i>	93%	95%	97%	100%	<i>100%</i>

<i>Infrastructure performance</i>	<i>2015 baseline</i>	<i>2020</i>	<i>2025</i>
<i>Standard measures set by the Dept. of Internal Affairs and in Long Term Plans</i>			
<i>The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network.</i>	4	0	0
<i>The average quality of ride on a sealed local road network, measured by smooth travel exposure.</i>	90%	≥ 87%	≥ 87%
<i>The percentage of the sealed local road network that is resurfaced</i>	≥9%	≥ 9%	≥ 9%
<i>The percentage of footpaths that fall within the approved level of service or service standard for the condition of footpaths</i>	≥80	≥ 85	≥ 90
<i>The percentage of customer service requests relating to roads and footpaths responded within the specified time frame.</i>	95%	95%	95%
<i>The number of dry weather sewerage overflows from sewerage systems, expressed per 1000 sewerage connections to that sewerage system.</i>	1.5	≥ 1.5	≥ 1.5
<i>Compliance with resource consents for discharge from sewerage systems measured by the number of:</i> a) <i>abatement notices;</i> b) <i>infringement notices;</i> c) <i>enforcement orders; and</i> d) <i>convictions received by the territorial authority in relation those resource consents</i>	100% compliance	100% compliance	100% compliance
<i>Where the territorial authority attends to sewerage overflows resulting from a blockage or other fault in the territorial authority's sewerage system, the following median response times measured:</i> a) <i>attendance time: from the time that the territorial authority receives notification to the time that service personnel reach the site; and</i> b) <i>resolution time: from the time that the territorial authority receives notification to the time that service personnel confirm resolution of the blockage or other fault</i>	1hr Simple – 5hrs Complex – 3 days	1hr Simple – 5hrs Complex – 3 days	1hr Simple – 5hrs Complex – 3 days
<i>The total number of complaints received about any of the following:</i> a) <i>sewage odour;</i> b) <i>sewerage system faults;</i>	≤20 per 1000 connections	≤20	≤20

<ul style="list-style-type: none"> c) sewerage system blockages; and d) the territorial authority's response to issues with its sewerage system, expressed per 1000 connections to the territorial authority's sewerage system 			
The major flood protection and control works that are maintained, repaired and renewed to the key standards defined by the local authority.	Less than 10% backlog	Less than 10% backlog	Less than 10% backlog
The extent to which the local authority's drinking water supply complies with: <ul style="list-style-type: none"> (a) part 4 of the drinking-water standards (bacteria compliance criteria); and (b) part 5 of the drinking-water standards (protozoal compliance criteria) 	100% compliance	100% compliance	100% compliance
The percentage of real water loss from the local authority's networked reticulation system (including a description of the methodology used to calculate this).	25%	25%	25%
Where the local authority attends a call-out in response to a fault or unplanned interruption to its water supply networked reticulation system, the following median response times are measured: <ul style="list-style-type: none"> a) attendance for urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site; b) resolution of urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption; c) attendance for non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site; and d) resolution of non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption 	1hr 4hrs 12hrs 3 working days	1hr 4hrs 12hrs 3 working days	1hr 4hrs 12hrs 3 working days
The total number of complaints received about: <ul style="list-style-type: none"> a) drinking water clarity; b) drinking water taste; c) drinking water odour; d) drinking water pressure or flow; e) continuity of supply; and f) response to any of these issues 	Per 1000 connections .5 .5 .5 1 .5 1 working day	Per 1000 connections .5 .5 .5 1 .5 1 working day	Per 1000 connections .5 .5 .5 1 .5 1 working day

<i>The average consumption of drinking water per day per resident.</i>	<i>≤350/person</i>	<i>≤350/person</i>	<i>≤350/person</i>
<i>a) The number of flooding events that occur.</i>	<i>0 for properties constructed post 2004</i>	<i>0</i>	<i>0</i>
<i>b) For each flooding event, the number of habitable floors affected (expressed per 1000 properties connected to the stormwater system.)</i>			
<i>Compliance with resource consents for discharge from stormwater systems, measured by the number of:</i>	<i>100% compliance</i>	<i>100% compliance</i>	<i>100% compliance</i>
<i>a) abatement notices; and</i>			
<i>b) infringement notices; and</i>			
<i>c) enforcement orders; and</i>			
<i>d) successful prosecutions, received by the territorial authority in relation those resource consents</i>			
<i>The median response time to attend a flooding event, measured from the time that the territorial authority receives notification to the time that service personnel reach the site.</i>	<i>Within 1 working day</i>	<i>Within 1 working day</i>	<i>Within 1 working day</i>
<i>The number of complaints received about the performance of stormwater systems, expressed per 1000 properties connected.</i>	<i>≤20</i>	<i>≤20</i>	<i>≤20</i>

ISSUE: Roothing Shared Services Update**ID:** A802570**To:** Council Meeting, 15 December 2015**From:** Simon Weston, Group Manager Infrastructure and Services,
Whangarei District Council; and Tony Phipps, Group Manager
Customer Services/Community Resilience, Northland Regional
Council**Date:** 1 December 2015

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

Executive summary:

This report provides an update on the transportation shared services activities for Northland, and seeks approval to progress the business case.

The four councils and New Zealand Transport Agency (NZTA) have been working collaboratively over the past two years to achieve improved outcomes within the transportation space. In addition to this, roading staff from Whangarei District Council (WDC), NZTA, and Northland Regional Council (NRC) (from December) are co-located in Whangārei with 'hot desks' available for Kaipara District Council (KDC) and Far North District Council (FNDC) staff.

More recently the four councils and NZTA have been working collaboratively to identify 'scope' and 'service solution' options for a Shared Services Business Unit (SSBU). Reasonable progress has been made and the working group (NORTEG) has obtained confirmation from the Chief Executives' Forum on 14 October 2015 and the Mayoral Forum on 19 October 2015 that the preferred option for SSBU 'scope' and 'service solution' are acceptable and that the business case can be further developed.

The working group has also identified 'prerequisites' for a SSBU to assist in the development of scope and service solutions. This provides autonomy for the councils, but also achieves a more integrated approach for the transportation space.

The preferred 'scope' includes data management, asset management planning, strategic planning and programming, design and professional services, procurement and contracting, delivery and operations, and contract management and supervision. It does not include customer services at the counter.

The preferred service solution is a Shared Services Business Unit (SSBU), which means having co-located staff plus satellite offices. Staff would be employed by their respective council/NZTA.

In addition to this the proposal also meets the requirements of NZTA in relation to the Inland Freight Route being adopted as a State Highway, which is estimated to be worth to the region \$6 million per annum in operations and maintenance costs alone.

Legal compliance and significance assessment:

The pursuit of shared services/collaborative initiatives aligns with the purpose of local government, as detailed in section 10 of the Local Government Act 2002, and the requirement to 'meet the current and future needs of communities for good-quality local infrastructure, local public services and performance of regulatory function in a way that is most cost-effective for households and businesses'.

The decisions within the report do not trigger the council's Significance and Engagement Policy. However, at such time a new structure is implemented for delivering shared roading services to ratepayers, further evaluation will be required.

Recommendations:

1. That the report 'Roading Shared Services Update' by Simon Weston, Group Manager Infrastructure and Services, Whangarei District Council; and Tony Phipps, Group Manager Customer Services/Community Resilience, Northland Regional Council, dated 1 December 2015, be received.
 2. That the 'prerequisites' for a Shared Service Business Unit, as detailed within Item 7.2 of the 15 December 2015 council meeting agenda, be adopted.
 3. That the Shared Services Business Unit with scope and service solutions, as outlined within Item 7.2 of the 15 December council meeting agenda, be supported in principle.
 4. That a 'business case' be fully developed with the other three councils and NZTA for the Shared Services Business Unit, and this be reported to council early within the New Year.
 5. That the business case target a proposed start date for the Shared Services Business Unit of 1 July 2016.
-

Report:**Background**

The four Northland councils and NZTA have agreed to work collaboratively within the transportation space to maximise capabilities and opportunities. Significant work has been undertaken over the past two years to achieve strong working relationships and shared service arrangements (details of current shared services work is shown within **Attachment 1**).

Objectives

The primary objectives of the SSBU remain the same as the member organisations in that the SSBU will provide infrastructure and services that:

- Meet current and future user needs and are fit for purpose;
- Are cost effective and efficiently managed on a full life-cycle basis; and
- Are affordable for the ratepayers, taxpayers and road users.

The working group, with assistance from 'Rationale' (consultants experienced with developing integrated transportation delivery solutions for NZTA and Road Controlling Authorities (RCA's)) have identified problems that are common across the Northland RCAs and have presented 'scope' and 'service solutions' to address these problems.

This has resulted in a draft document 'Northland Transport Collaboration Opportunities' that forms part of the business case development, and this has been presented to the CE's Forum on 14 October and the Mayoral Forum on 19 October 2015. The document shortlisted two 'service solution options' to achieve a preferred 'scope' option – both provide a shared services approach.

Prerequisites to shared services option

It was agreed from the outset that there would be 'prerequisites' to shared services, and these are predominantly associated with councils retaining control over budgets, council priorities, and retaining a strong connection between the community and the technical staff involved with work within their district. These prerequisites were discussed at the Northland Local Governance Strategic Planning Workshop on 26 November 2015, and are listed below.

- Each council **sets its own roading budget**;
- Each council **sets its own roading priorities** based on asset management plans;
- Each council **sets its own levels of service**;
- There will be **no cross subsidisation**;
- Individual councils will continue to operate their own customer services and have **dedicated business unit staff** for customer liaison;
- Each council retains **local people on the ground** (local roading technicians) and will have direct councillor interaction;
- Each council **retains asset ownership**.

The prerequisites described above provide for ongoing autonomy and input by each council into the operation of the SSBU.

Preferred scope option summary detail

The 'scope' identified by the working group provides a comprehensive SSBU option, but also provides flexibility for each council to have options on how their service is delivered. The optimal 'scope' for achieving shared service benefits are identified below:

- Data management;
- Asset management planning;
- Strategic planning and programming;
- Design, professional services;
- Procurement and contracting;
- Delivery/operations;

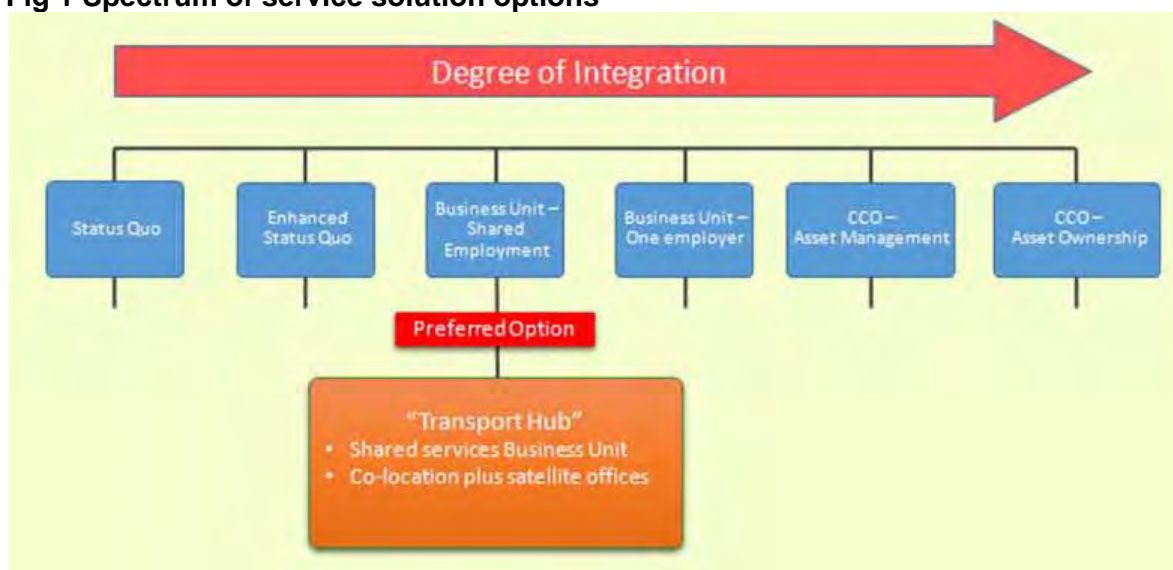
- Contract management and supervision;
- (Does not include customer services at counter).

Preferred service solution option summary detail

The 'prerequisites' for the SSBU provides guidance for the service solution. In essence, the councils require 'autonomy' yet still achieve the benefits of a more 'integrated' approach to transportation.

Fig 1 provides a concise spectrum of service solution options considered by the working group. The option identified fits with the councils' requirements, yet can still achieve the benefits of a more integrated approach. This also provides significant flexibility for further development in the future.

Fig 1 Spectrum of service solution options



The SSBU can be achieved in one of two forms identified below. However, there is the potential over time for a transition from a SSBU to a BU.

- **Shared Services Business Unit (SSBU) = co-located staff (TLAs and NZTA) plus satellite offices (staff employed by their respective council); (preferred).**
- Business Unit (BU) = staff (employed/seconded) to separate unit; accountable for operations and management. (May transition into this over time. Staff can be employed by the host council or a CCO can be formed).

Key advantages

The key advantages achieved from the preferred scope and service solution is summarised below:

- Greater regional connectedness and opportunity for leverage. This is especially related to regional interaction with NZTA and government agencies;
- The ability to think 'regionally' and respond 'locally';
- Each organisation will retain its own staff who will be seconded to the SSBU;
- The opportunity to improve technical skills by creating more attractive employment (location and responsibilities);

- The ability to take advantage of opportunities for common delivery, where there are benefits of scope and scale;
- The consolidation of satellite offices;
- Skills and roles to remain in-house within each organisation where desirable;
- Regional council to retain roles related to RLTS, RLTP, RTC, etc.;
- The potential to evolve in the future from the foundation of 'shared services' to a more integrated approach;
- Building relationships between participants and the support of NZTA that will result in the designation of the 'Inland Freight Route' as a State Highway;
- Improved customer and stakeholder experience; and
- Improved coordination of reduced consulting services.

The strength of the proposal is that it provides the flexibility for council to retain control, but to also explore and take the benefits of a larger integrated solution.

Inland Freight Route

In addition to the councils looking for opportunities to deliver improved outcomes and greater value for money, a prerequisite to NZTA taking over the 'Inland Freight Route' (Tepua Road, Mangakahia Road, Otaika Valley Road and Loop Road) as a State Highway, NZTA need to see increased collaboration between the Northland councils. Although 'increased collaboration' has not been defined, NZTA representatives involved with the working group are supportive of progress to date, and of the outcomes of the Stage 2 workshop and the Northland Transport Collaboration Opportunities draft document.

One of the benefits of NZTA taking over the Inland Freight Route is a significant saving of council maintenance and capital works budgets and an increase in NZTA maintenance spend on the route. This is currently estimated at \$6.0m for the region for operation and maintenance. This figure excludes savings in capital works and improvements in levels of service.

Table 1 Estimated savings/spend as a result of the Inland Freight Route becoming a State Highway

RCA / NZTA	Estimated Maintenance Cost/Spend
Approximate FNDC saving in maintenance cost	\$0.05m pa
Approximate WDC saving in maintenance cost	\$1.0m pa
Approximate NZTA spend in maintenance	\$4.5m pa
Total benefit in maintenance cost for the Northland region	\$6.0m pa

Next stage – Detailed business case development

The next stage in the development of the SSBU is to further develop the business case. This will include detailed organisational structure, roles, governance and management, costs, together with an implementation plan for achieving the SSBU as a priority (to be operational for July 2016).

Other work

The four councils will need to consider whether this project is considered 'significant' in relation to their 'Significance and Engagement' policies, or the councils may wish to consult during their Annual Plan process. The councils are also required to undertake a Local Government Act Section 17A service delivery review (including infrastructure services). Although the work done to date and work on the business case will assist

in this regard, it does not meet all the requirements of LGA s17A, and further work will be required before the deadline of 7 August 2017.

Summary:

The scope and service solution preference is aimed at providing enhanced transportation outcomes that will necessitate appropriate funding levels that may be different to the current category funding. There is the potential that increased funding levels may be desirable to meet the long term transportation requirements within the respective councils, however, this will be tempered by efficiency gains and improved decision making.

The preferred option for the SSBU will be examined in detail in the next stage of the business case development. This will also consider structures and roles, management and governance arrangements as well as detailed analysis of costs. It is anticipated that the next stage can be reported in February 2016 and that the SSBU could be fully operational for the 2016/17 financial year.

Current Shared Service Arrangements

The following are shared service arrangements already in place or being worked on in Northland between the four councils and NZTA.

1. Co-location

WDC	yes	KDC	?	FNDC	no	NRC	yes	NZTA	yes
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Comment: WDC, NRC and NZTA share offices in Walton Plaza, Whangārei. KDC (Henri) has a hot desk for expected use of up to two days a week to operate out of Whangārei. Hot desk is available for FNDC as required.

2. Joint traffic counting contract

WDC	yes	KDC	yes	FNDC	no	NRC	n/a	NZTA	no
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Comment: KDC and WDC are drafting a joint traffic counting contract covering both districts. NZTA considered joining but have different scope and target a different set of consultants. NZTA has fixed sites and councils mostly all mobile sites. However NZTA's contract makes provision for fixed site works on council roads, and council's contract will make provision for mobile count sites on State Highway network. Provision will also be made for FNDC to join the contract in the future, although at the moment they have decided not to join.

3. Road Safety Promotion

WDC	yes	KDC	yes	FNDC	no	NRC	n/a	NZTA	no
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Comment: WDC and KDC are drafting a joint Road Safety Promotion contract with the Northland Road Safety Trust to provide road safety promotion co-ordination activities jointly across the two districts. FNDC contract out this service to a separate provider for their area.

4. ONRC

WDC	yes	KDC	yes	FNDC	yes	NRC	n/a	NZTA	no
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Comment: The three councils are working collaboratively in developing their ONRC implementation plans for all Northland and all are using Scott Verevis, a consultant, to co-ordinate and manage the process on a Northland wide basis. An Auckland Transport representative has also been invited to be a member of our Northland working group to coordinate with the Rodney area network. As a group we have also joined up with the Waikato RATA work group to collaborate and share ideas across a wider region. NZTA HNO has developed their ONRC programme on a nationwide basis but is working closely with our Northland group.

5. SafetyNet

WDC	yes	KDC	yes	FNDC	yes	NRC	yes	NZTA	yes
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Comment: SafetyNet is a crash history and safety risk analysis for the roading network that was done jointly for all RCA's in Northland and used to develop road safety and improvement programmes.

6. High speed data collection

WDC	yes	KDC	yes	FNDC	yes	NRC	n/a	NZTA	no
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Comment: The three councils are combining to let one contract for the collection of high speed data for their RAMM systems for this year. NZTA procure this service on a nationwide basis but locally we found an alternative supplier that provides us with a better price.

7. LED street light upgrades

WDC	yes	KDC	yes	FNDC	yes	NRC	n/a	NZTA	no
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Comment: The three councils are working together to develop a regional request for proposals to replace existing street light assets with new LED technologies for power and maintenance savings. NZTA has a small street light asset and currently have no immediate plans for a replacement programme but will be invited to join once the programme is developed. We are also looking at an alliance model between councils and the power supply authorities for street lights. This is being done with support from Equip, the roading arm of LGNZ, which when developed can be a Northland wide model.

8. Traffic signals

WDC	yes	KDC	n/a	FNDC	n/a	NRC	n/a	NZTA	yes
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Comment: NZTA has delegated the management and maintenance of traffic signals on the SH network through Whangārei to WDC and WDC's maintenance contractor who also looks after the council's sets of traffic signals. All traffic signals are connected to the council's SCATS urban traffic control system.

9. Corridor access requests

WDC	yes	KDC	yes	FNDC	yes	NRC	n/a	NZTA	yes
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Comment: WDC and NZTA have a close working relationship regarding joint CAR's and overlapping responsibility for CAR's. KDC and FNDC are remote geographically but have an annual collaboration meeting. All councils and NZTA participate in an annual joint utility liaison meeting on a Northland wide basis.

10. Northland forestry strategy

WDC	yes	KDC	yes	FNDC	yes	NRC	yes	NZTA	yes
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Comment: All four councils and NZTA (Northland HNO) worked together to develop a forestry strategy for each council's network and the Northland SH network. These were then brought together by NZTA under the umbrella of a Northland forestry strategy that became the basis of successful funding requests for the 2015–18 RLTP.

11. Sharing of contract specifications and documentation

WDC	yes	KDC	yes	FNDC	yes	NRC	n/a	NZTA	yes
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Comment: The three councils have shared contract specifications and documentation for the following activities

- Road maintenance
- Road marking
- Street light maintenance
- Power supply
- Business case approach for maintenance funding applications.

NZTA has national specifications, but these are generally referred to and form the basis of council contract documentation.

12. Procurement strategies

WDC	yes	KDC	yes	FNDC	yes	NRC	yes	NZTA	no
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Comment: The four councils jointly developed a Northland procurement strategy, which has recently been re-approved until 2017. NZTA has national polices and currently the NOC contract in Northland.

13. Road safety action planning

WDC	yes	KDC	yes	FNDC	yes	NRC	yes	NZTA	yes
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Comment: Road safety action planning meetings were previously run for each district, but are now evolving into one Northland group, with the four councils, NZTA, Police and Roadsafety Northland.

14. Development engineering standards

WDC	yes	KDC	yes	FNDC	?	NRC	n/a	NZTA	n/a
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Comment: The four councils are working on developing standardised engineering standards for Northland.

15. Standardised tender documentation

WDC	yes	KDC	yes	FNDC	yes	NRC	n/a	NZTA	no
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Comment: The three councils are working on developing standardised tender documentation for Northland to make it easier for contractors to tender with us. This includes standardised Tenderlink formats and prequalification for tenderers. Councils have formed joint TEC's for the evaluation of network maintenance contracts.

16. Combined roadmarking contracts

WDC	yes	KDC	yes	FNDC	yes	NRC	n/a	NZTA	no
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Comment: The three councils are investigating the opportunities available from combining to let a joint road marking contract across our networks. Combining with the NZTA NOC contract is also a possibility.

ITEM: 7.3

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ISSUE: Local Government Commission Waters Project**ID:** A802734**To:** Council Meeting, 15 December 2015**From:** Malcolm Nicolson, Chief Executive Officer**Date:** 3 December 2015

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

Executive summary:

The purpose of this report is to seek guidance on Northland Regional Council's involvement in the Local Government Commission's project looking at three/four waters in Northland.

Legal compliance and significance assessment:

The decisions or matters of this agenda do not trigger the significance criteria outlined in council's Significance and Engagement Policy. However, if the research were to eventually lead to the council considering a new structure for delivering three/four waters services to ratepayers then a subsequent decision may trigger the Significance and Engagement Policy.

Recommendations:

-
1. That the report 'Local Government Commission Waters Project' by Malcolm Nicolson, Chief Executive Officer, and dated 3 December 2015, be received.
 2. That council agree to support the Local Government Commission's initial research into the state of the three/four waters in Northland.
 3. That council ask the Local Government Commission to note that this support extends to the research only and council will reassess the situation once the research is complete.
-

ITEM: 7.3

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Report:

Earlier this year the Local Government Commission (LGC) determined that the proposal for a unitary authority for Northland would not proceed. However, the LGC also decided to continue work on local government reform in Northland. The LGC was aware that one of the concerns relating to the unitary authority proposal was that it was seen as being imposed on the people of Northland rather than being co-created with them.

The LGC has since reevaluated its strategy and determined that it should seek to work more closely with local authorities and to concentrate its efforts on how to deliver local authority functions in the most efficient manner rather than seeking to impose new structures on local bodies.

The LGC was particularly interested in shared services for the three waters (drinking water, wastewater, and storm water) so they approached the Mayoral Forum (mandated through the Triennial Agreement to progress shared services proposals) and Northland councils' Chief Executive (CE) Forum seeking to work together more closely.

LGC has funds which they are prepared to deploy in Northland to assist councils to obtain information on the current state of the three waters, future challenges and proposals about how to meet those challenges.

In October 2015 LGC provided draft terms of reference for the CE Forum to comment on. In late October, Northland CE's provided a number of comments on the draft based around the following principles:

1. No political mandate had been sought and this would need to be obtained for the project to progress.
2. Northland councils' first priority was the roading shared service project with NZTA. This work would have to fit behind that. LGC's timeframe was ambitious.
3. Flooding had not been included and that was a significant issue for Northland. LGC may want to consider including flooding, thus making the project four waters.
4. LGC need to be clear about what resources they are and are not bringing to the table. It is possible that the study will show that modern three/four waters infrastructure is not affordable for small communities. Either reinstatement of government subsidies (as per the recent Far North District Council resolution to LGNZ national conference) or other additional government funding may be necessary. Reorganisation (including shared services) is of little value if the service remains unaffordable.
5. If a proposal for shared services did eventually come on to the table then we would need to be explicit about the implications. For example, removing large parts of local government expenditure from councils (to some sort of CCO) could result in the councils becoming too small to function effectively, thus creating Local Government amalgamation by default.

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6. Finally, the CE's made the point that while there are certainly issues with local authority water infrastructure in Northland, there are far more pressing matters for central government to address. The poor social, educational, and economic outcomes sit primarily within the realm of central government. Hence, the CE's asked the LGC to encourage central government to prioritise addressing Northland's poor educational outcomes, social issues, and below average health outcomes, as improving these matters would be of greater benefit to our ratepayers.

Subsequently, LGC briefed councillors on their proposals at the joint Northland Councils workshop on 26 November 2015.

At a recent meeting of LGC and Northland Chief Executives LGC extended the offer of financial support to cover areas other than three/four waters.

Discussion and considerations

From our discussions with the LGC it is clear that they are genuine in their wish to work more collaboratively with local government to deliver better outcomes for our ratepayers. They are also prepared to back this commitment by funding research into the state of our three/four waters, the challenges we face and some potential solutions.

Following the joint councils' workshop on 26 November 2015, the LGC is aware of the views of councils that they want sufficient time and information before deciding whether any future proposals from LGC are in the best interests of Northland ratepayers. Councillors were also very clear that there needed to be a strong process, with early and regular councillor engagement, before any proposals were developed.

The LGC has undertaken to fully fund the initial research on the current state of Northland's three/four waters. Northland Regional Council's involvement would largely be through the provision of factual information and to provide a 'sense check' of the draft report. There will be little cost to council and the information will be helpful for benchmarking even if no further work is recommended.

The only real risk to council is that supporting the work could potentially be construed as supporting any reorganisation proposals that may be suggested. In order to mitigate that risk we have recommended that council articulate that the support extends to the research only. Once that research is complete, council can evaluate it and then determine its position on any proposals.

ITEM: 7.4

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ISSUE: Appointed Members' Allowances Policy**ID:** A801687**To:** Council Meeting, 15 December 2015**From:** Chris Taylor, Governance Support Manager**Date:** 30 November 2015

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

Executive summary:

The purpose of this report is to present the recommendations of council's working party on the review of the Appointed Members' Allowance Policy (the Policy). This Policy determines the circumstances in which the Northland Regional Council will pay allowances to non-elected members who are appointed to its standing committees, subcommittees, working parties/working groups and external organisations.

The report concludes with the recommendation that the report be received and that council approves the amendments to the Policy.

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.

This matter is deemed to be of low significance as it does not trigger any of the thresholds set out in the council's significance policy.

Recommendations:

-
1. That the report 'Appointed Members' Allowances Policy' by Chris Taylor, Governance Support Manager, and dated 30 November 2015, be received.
 2. That council ratifies the amended Appointed Members' Allowances Policy (subject to minor formatting, layout, grammatical or administrative corrections), included as Attachment 1 pertaining to Item 7.4 of the 15 December 2015 council meeting agenda.
-

ITEM: 7.4

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Background:

Consideration was given to the Appointed Members' Allowance Policy at the council workshop on 15 September 2015. The notes of the workshop recorded:

'There was general agreement that there was merit in reviewing the policy to determine whether change was warranted. However, it was cautioned that council must be fully aware of the cost implications of any proposed changes to the policy.'

'The Appointed Members' Allowances Policy Assessment Working Party to be reconvened to consider this matter in greater detail; including Councillor Samuels as a member to provide a Te Tai Tokerau Māori Advisory Committee perspective.'

Working Party considerations

On 2 November 2015 the Appointed Members' Allowances Policy Assessment Working Party (the Working Party) met to consider the policy. Central to the discussion were the key principles underpinning the policy. These principles are:

- a. The council recognises that appointed members from time to time incur personal expenses as a result of participating in standing committees, subcommittees and working groups.
- b. The council wishes to ensure appointed members are not financially disadvantaged by their participation, or that the financial impact of their participation acts as a disincentive to participation.
- c. The council also recognises that a commitment to public service motivates appointed members to participate.
- d. The application of a transparent, fair and balanced policy on the payment of allowances to appointed members promotes public confidence in the council's financial stewardship.

Five options were considered by the Working Party as detailed below:

Option 1: The status quo

The Working Party acknowledged there had been significant changes to the council's governance structure since the Policy was last reviewed and that there were sufficient grounds for amendment.

Conclusion 1:

The status quo was not an acceptable outcome.

Option 2: Payment of appointed members to attend standing committee workshops (estimated \$6,500 per annum)

The current policy (section 5c) states that allowances will not be paid *'for any meeting that is not a properly scheduled meeting of the standing committee, subcommittee or working group'*. Applying New Zealand Standard: Model Standing Orders' definition of a meeting implies that a workshop (at which no resolutions or decisions are made) does not constitute a meeting and thus allowances would not be paid for appointed members' attendance at workshops.

The Working Party noted that this was merely semantics and, drawing on the key principles of the policy, appointed members should not be financially disadvantaged for their participation.

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Conclusion 2:

- a. Specific to Te Tai Tokerau Māori Advisory Committee; those appointed members hosting marae based workshops should be eligible to claim travel/meeting allowances for attendance.
- b. In general, appointed members should only be eligible to claim travel/meeting allowances to attend standing committee workshops if the workshop membership and schedule was approved by council resolution.

Option 3: Payment of appointed members to represent council on external bodies (estimated \$1,000 per annum)

The only current example of an appointed member representing council on an external body is Mr Alan Clarkson (an appointed member of the Environmental Management Committee) representing NRC at TBfree Northland meetings.

Drawing upon the key principles it was agreed that appointed members should not be financially disadvantaged when representing council's interests in this manner.

Conclusion 3:

That travel/meeting allowances be paid to appointed members who, by resolution of council, had been appointed to represent council at scheduled meetings of an external body. An external body being defined as a government agency, local authority or private/public sector interest group.

Option 4: Payment of appointed members to attend meetings of subcommittees (estimated \$130,000 per annum)

It was acknowledged that the existing sub-committees of council were structured in such a way to be community orientated; agendas, location and timing of meetings were tailored to suit the specific community. For example, the last two meetings of the Awanui River Liaison Committee were held at 10.00 am in the Te Ahu Centre and NRC Kaitiāia Office respectively to meet the needs of the group.

There are currently 12 subcommittees in existence; four catchment group subcommittees (Waitangi, Poutō, Mangere, Whāngārei Harbour), seven river liaison subcommittees (Urban Whāngārei, Awanui, Kaihū, Kaeo-Whangaroa, Waitangi, Kerikeri-Waipapa, Ruakaka) and the Whāngārei Heads Pest Management Subcommittee.

It was also noted that standing committees had the discretion to establish as many sub-committees as it deemed fit and equally could determine the frequency of meetings.

Conclusion 4:

No change to the current Policy in terms of the ability to claim allowances for attendance at meetings of subcommittees.

(For clarity, the current Policy states that appointed members can only claim allowances if they are appointed Chair of the subcommittee and their appointment has been confirmed by council.)

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Option 5: Payment of appointed members to attend meetings of working parties/working groups (*Doubtless Bay Catchment Working Group estimated \$18,000 per annum; Māori Engagement Processes Working Party estimated \$3,500 per annum*)

As with Option 4 concern was raised that a standing committee had the discretion to establish as many working parties/working groups that it saw fit and equally could determine the frequency of such meetings.

There was general agreement that payment for attendance should be limited to appointed members of standing committees. The general nature and make-up of the Doubtless Bay Catchment Working Group is very similar to the 12 subcommittees considered under Option 4 and the working party considered they should therefore be treated the same.

Conclusion 5:

That travel/meeting allowances will only be paid to appointed standing committee members to attend meetings of working parties; provided the membership and meeting schedule have been approved by council.

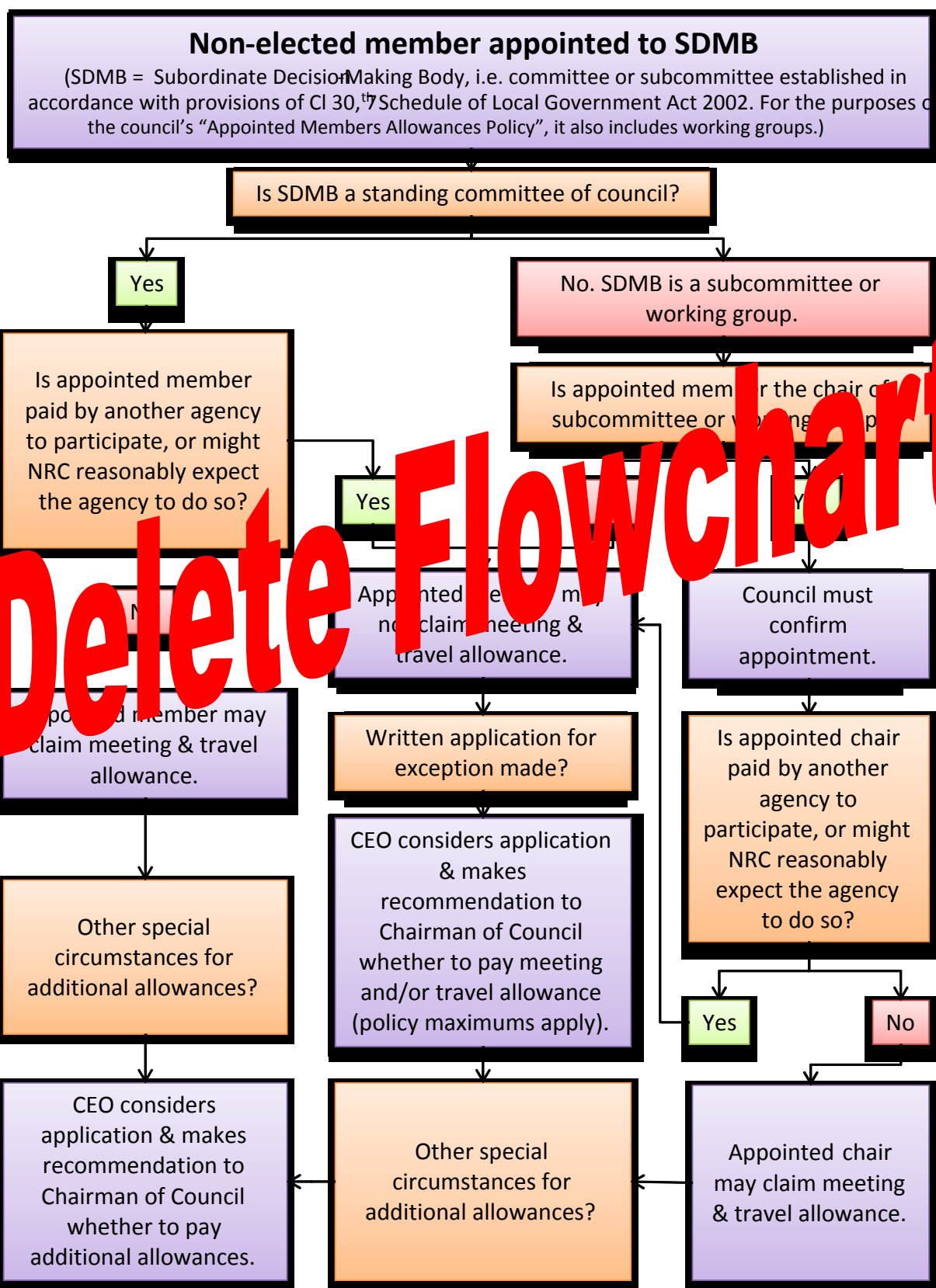
Sundry considerations**Conclusion 6:**

- a. A declaration to be included on claim forms to prompt appointed members to indicate whether they were reimbursed by their appointing body/representative agency to participate. To avoid doubt; council to reimburse the member (unless otherwise advised by the member); on the grounds that any issues of remuneration are a matter to be resolved between the member and the organisation concerned.
- b. If a meeting lapses due to lack of quorum, members who attend will be paid meeting and travel allowances.
- c. If a meeting is cancelled, with due notice of this cancellation, then members who 'turn up' will not be paid meeting and travel allowances.

Summary

Staff have amended the Policy based on the above Working Party direction and have provided a 'track change' version of the Policy for council consideration and ratification (included as **Attachment One**).

Appointed Members' Allowances Policy



1. Statement of Purpose

This policy explains the circumstances in which the Northland Regional Council will pay allowances to non-elected members¹ who are appointed to its standing committees, subcommittees, and working parties/working groups and external bodies, and sets out the conditions that must be met for a claim to be paid.

2. Policy Goal

The goal of this policy is to ensure the council's position and procedures for the payment of allowances to appointed members is transparent, accountable, and fair.

3. Key principles

- a. The council recognises that appointed members from time to time incur personal expense as a result of participating in standing committees, subcommittees, and working parties/working groups and external bodies.
- b. The council wishes to ensure appointed members are not financially disadvantaged by their participation, or that the financial impact of their participation acts as a disincentive to participation.
- c. The council also recognises that a commitment to public service motivates appointed members to participate.
- d. The application of a transparent, fair and balanced policy on the payment of allowances to appointed members promotes public confidence in the council's financial stewardship.

4. Eligibility

Subject to the restrictions noted below, appointed members are eligible to claim allowances under this policy if one of the following criteria is met for attendance² at the following:

- a. Standing Committee Meetings: They are appointed to a "standing committee", i.e. a permanent committee appointed by the council (only) that meets on a regular basis to address specific issues covered by the committee's delegations; or
- b. Standing Committee Workshops if:
 1. They are hosting members of Te Taitokerau Māori Advisory Committee marae based workshops; or
 2. The membership and workshop schedule have been approved by council resolution.
- c. Working Party/Working Group Meetings if:
 1. They are appointed Chair of a subcommittee or a working group, and their appointment has been confirmed approved by council resolution; or
 2. They are appointed members of a Standing Committee and the membership and meeting schedule of the working party/working group have been approved by council resolution.
- d. Subcommittee Meetings if they are appointed Chair of the subcommittee, and their appointment has been approved by council resolution.
- e. Scheduled meetings of External Bodies; provided council has approved by resolution that the appointed member will represent council at these meetings.³

¹ Elected members' remuneration, expenses and allowances are governed by the Remuneration Authority. The Authority does not concern itself in a council's methods or policies for rewarding or recompensing non-elected members.

² For completeness, it should be noted that appointed members are eligible to claim travel and meeting allowances if a meeting lapses due to lack of a quorum.

or otherwise:

- ~~b-c.~~ The Chairman of the Regional Council has granted them an exception under Section 8 of this policy.

5. Restrictions

Allowances will not be paid:

- a. To an appointed member of the council's Audit & Risk Committee, as that member is paid a fixed annual fee.
- b. To any appointed member whose participation on a committee, subcommittee, working party/ or working group or external body the council may reasonably expect would be is remunerated by another organisation (e.g. government agency, local authority, or private sector). This will be determined by a declaration statement included on the claim form. To avoid doubt, the council will reimburse the whether or not that organisation actually remunerates them. member (unless otherwise advised by the member): any issues regarding remuneration in these cases are a matter to be resolved between the member and the organisation concerned.
- ~~c.~~ For any meeting that is not a properly scheduled meeting of the standing committee, subcommittee or working group.
- c. For any mileage that is not associated with travel between a member's primary residence and properly scheduled meetings of a committee, subcommittee or working group, in the member's own vehicle, and by the most direct route that is reasonable in the circumstances.
- d. If a meeting/workshop is cancelled.

6. Meeting (workshop) Allowance

The council will pay a maximum daily meeting (workshop) allowance of \$170 subject to the provisions of this policy. For clarity, if a member attends two meetings (workshops) on the same day, the allowance may only be claimed once for that day. Members may choose to not claim this allowance.

7. Vehicle Mileage Allowance

The council will pay the 'the vehicle mileage allowance as set out in its current Elected Members' Expenses and Allowances Policy, subject to the provisions of this policy. For clarity, the annual cap and minimum distance requirements of the Elected Members' Expenses and Allowances Policy apply. Eligible appointed members may choose to not claim mileage.

8. Exceptions

The Chief Executive will consider the following applications for exception, based on the particular circumstances detailed in an appointed member's written application, and the Auditor-General's 2007 good practice guide on "Controlling Sensitive Expenditure: Guidelines for Public Entities", and make a recommendation for decision by the Chairman of the regional council:

- a. From appointed members who are otherwise ineligible for the travel and meeting allowances. Allowances provided must not exceed those provided for in this policy.

³ External Body is defined as a government agency, local authority or private/public interest group.

- b. From appointed members who seek an allowance or reimbursement for an expense not detailed in this policy.

As a guiding principle, the meeting and travel allowances should only be exceeded in exceptional circumstances.

9. Procedures

- a. The Finance Manager shall advise the Committee Secretary the account to which allowances are to be charged.
- b. The Committee Secretary is to ensure that a Claim for Meeting Allowances is attached to every notice of a meeting sent to appointed members of standing committees.
- c. At each standing committee meeting, the Committee Secretary is to note the time and date of the meeting, and a list of attendees, and collate returned completed claim forms.
- d. Claims are to be presented to the Chief Executive or his delegated officer for approval.
- e. Payment will be made by the Payroll Officer by direct credit by the 25th of each month.

10. Linkages

This policy replaces the policy, "Payment of Allowances - Non-Council Members of Standing Committees" adopted on 17 November 2004.

For related information, see Northland Regional Council's Elected Members' Expenses and Allowances Policy.

11. Responsible persons

The ~~Council Secretary~~ [Governance Support Manager](#) and Committee Secretaries are responsible for overseeing implementation of this policy and for providing guidance for decisions that may not align to the policy.

12. Amendments and Review date(s)

28 January 2014	Draft policy presented to council and approved.
18 March 2014	Working group established to review policy
15 April 2014	Council approved changes to policy
15 December 2015	

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ISSUE: NRC Procurement Policy**ID:** A798168**To:** Council Meeting, 15 December 2015**From:** Bruce Howse, Group Manager Environmental Services**Date:** 18 November 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	

Executive summary:

The purpose of this report is to seek council approval of the revised NRC Procurement Policy.

Legal compliance and significance assessment:

The purchasing of goods/services/works, underpins the day to day operations of council. Ensuring that procurement is undertaken in the most effective and efficient manner that provides best value for money aligns with the purpose of Local Government as defined in section 10(1)(b) of the Local Government Act 2002 'to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory function in a way that is most cost-effective for households and businesses'.

This matter does not trigger the thresholds of the council's Significance Policy.

Recommendations:

-
1. That the report 'NRC Procurement Policy' by Bruce Howse, Group Manager Environmental Services, and dated 18 November 2015, be received.
 2. That council approves the NRC Procurement Policy.
-

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Report:

The NRC Procurement Policy and Procedures have been revised; these are part of the NRC Management Policy and Procedures Manual.

The policy has been amended to reflect the principles of government procurement, has undergone a staff consultation process and amendments have been made to the policy based on the comments received.

The policy is based on the following principles:

- Alignment with the *Principles of Government Procurement* and *Government Rules of Sourcing* when planning, sourcing and managing our procurement, as these set the standard for good practice.
- The way we buy goods/services/works will vary depending on the value, complexity and risk involved. We will apply the approach best-suited to the individual purchase, within the general framework of the *Principles* and *Rules*, noting that our standard procurement processes are based on set monetary thresholds and rules.
- Value for money – determined by considering all the factors, which are relevant to a particular purpose, for example, experience, quality; reliability; timeliness, service, plus initial and ongoing costs.

The draft revised Procurement Policy and Procedures were reported to the Organisational Performance Committee meeting of 10 November 2015.

The committee resolved:

1. *That the report 'NRC Procurement Policy and Procedures' by Bruce Howse, Group Manager Environmental Services, and dated 27 October 2015, be received.*
2. *That the committee endorses the revised NRC Procurement Policy, and recommends to council that the policy be adopted; with the inclusion of an appropriate principle that favours local purchasing.*

In addition to these resolutions the committee requested that a 1–2 page summary Procurement Policy document be produced. The two page Procurement Policy document, which contains the key points of the overall Procurement Policy and Procedures, is **attached**.

In terms of local purchasing, the following has been added to the policy '*... we will also focus on supporting Northland goods and service providers by buying locally in those situations where all other attributes are equal, and noting that we must give all suppliers a full and fair opportunity to compete*'.

It is recommended that council approves the revised NRC Procurement Policy.

NRC PROCUREMENT POLICY

Principles and objectives

- Procurement covers all the business processes associated with purchasing the goods/services/works we use to run our business and deliver our objectives.
- The purchasing policy is based on decentralised purchasing controlled by managers, to maximise flexibility, timeliness and autonomy.
- The objective of this purchasing policy is to ensure that procurement is done in the most effective and efficient manner that provides value for money, whilst providing for appropriate internal controls to ensure these objectives are met.
- Value for money is determined by considering all the factors, which are relevant to a particular purpose, for example, experience; quality; reliability; timeliness; service, plus initial and ongoing costs. It is important to note that value for money does not automatically mean the 'lowest price' – it means the offer that is most advantageous to council after considering the above factors.
- We will generally align with the Principles of Government Procurement and Government Rules of Sourcing when planning, sourcing and managing our procurement, as these set the standard for good practice.
- The way we buy goods/services/works will vary depending on the value, complexity and risk involved. We will apply the approach best-suited to the individual purchase, within the general framework of the Principles and Rules – encouraging competitive tendering whenever possible. Noting that we will also focus on supporting Northland goods and service providers by buying locally in those situations where all other attributes are equal, and noting that we must give all suppliers a full and fair opportunity to compete.

Thresholds and rules

Our standard procurement processes are based on the following monetary thresholds and rules:

Purchases in excess of \$100,000 and between \$50,001–\$100,000

For purchases in excess of \$100,000 a formal tender or request for quote (RFQ) is to be invited by public advertisement and/or GETS (Government Electronic Tender Services).

For purchases between \$50,001–\$100,000, either a formal tender or request for quote (RFQ) is to be invited by public advertisement or GETS.

Occasions may arise where due to extenuating circumstances an advantageous result would not be achieved by advertising a tender or RFQ for purchases between \$50,001–\$100,000. As a minimum, three (3) formal written quotations will be required. In these circumstances, the reasons for the extenuating circumstances must be documented in writing and authorised by the relevant Group Manager or CEO prior to proceeding to seek quotations. Such contracts must be authorised and signed by the relevant Group Manager or CEO.

Purchases between \$20,001–\$50,000

There are a number of options open to council staff for goods and services of this value.

Staff can either choose to advertise a tender or RFQ for the relevant goods and services following the guidelines listed in the above clause 'purchases in excess of

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\$100,000 and between \$50,001–\$100,000' or obtain at least three (3) written quotations and the most advantageous to council shall be selected.

Occasions may arise where due to extenuating circumstances an advantageous result would not be achieved by advertising a tender or RFQ or obtaining three (3) formal written quotations for purchases between \$20,001–\$50,000. In these circumstances, the reasons for the extenuating circumstances must be documented in writing and authorised by the relevant Group Manager or CEO prior to proceeding to seek single quotations.

Goods and services between \$2,001–\$20,000

At least two (2) written quotations are to be requested and the most advantageous to council shall be selected. If for some reason two (2) written quotes cannot be obtained, the reasons are to be documented and referred back to the Group Manager or CEO for acceptance and sign off.

Goods and services between \$0–\$2000

At least one (1) verbal quotation is required for goods and services at this level of order value. This verbal quotation is to be recorded on the requisition with the supplier's name, contact details and prices.

Rules applying to the above thresholds

- Awarding of tenders for purchases in excess of \$100,000 shall be referred to the tenders committee for an award decision – please refer to the Tendering Policy.
- The CEO can authorise variations to the rules applying to the thresholds upon receiving written application of any variations sought.
- If staff are not accepting the lowest priced bid, then the reasons must be documented and forwarded to the Group Manager or CEO for acceptance and sign off.
- Staff must operate within their level of financial delegation as authorised by the staff purchasing delegations register, and shall only have the ability to accept tenders or quotes within the limit of their approved financial delegation .
- Under no circumstances are orders to be split into their component parts so that the total value of the procurement is diminished to achieve a lower threshold.

Related procurement documents

- NRC Procurement Policy and Procedures, which describes in more detail the policy and procedures relating to this procurement policy.
- NRC Tendering Policy, which describes the policy and procedures for tendering.
- NRC Financial Delegation Register, which details staff financial delegation purchasing limits.
- Government Rules of Sourcing.
- Principles of Government Procurement.
- Procurement Guidance for Public Entities, Office of the Auditor General.

ISSUE: Investment and Growth Reserve: Feasibility and Business Case Assessment – Regional Economic Vitality Extension Initiative (REVEI)

ID: A775629

To: Council Meeting, 15 December 2015

From: Darryl Jones, Economist

Date: 8 December 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 seek council's approval to provide \$30,000 from the Investment and Growth Reserve (IGR) to Northland Inc. (NINC) to fund a feasibility and business case assessment of the Regional Economic Vitality Extension Initiative (REVEI) project (**Attachment 1**). Council has provided an annual funding allocation of \$200,000 for feasibility and business case assessments. For the 2015/16 financial year, two allocations totalling \$75,000 have been made. It is recommended that council approve this distribution upon confirmation from Northland Inc. at the meeting that the REVEI project meets the IGR criteria for funding.

Legal compliance and significance assessment:

The activities detailed in this report are in accordance with the IGR criteria, the Long Term Plan 2015–2025, and council's decision making process as prescribed in the Local Government Act 2002. This matter has been assessed according to the council's Significance Policy and deemed to be of low significance.

Recommendations:

-
1. That the report 'Investment and Growth Reserve: Feasibility and Business Case Assessment – Regional Economic Vitality Extension Initiative (REVEI)' by Darryl Jones, Economist, and dated 8 December 2015, be received.
 2. That council agrees to provide \$30,000 from the Investment and Growth Reserve to carry out the feasibility and business case assessment for the Regional Economic Vitality Extension Initiative (REVEI) project outlined in **Attachment 1**.
-

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Report:

- At the Audit and Risk Committee meeting of 18 February 2014, council established a separate annual funding category of \$200,000 to support Northland Inc. carry out feasibility and business case assessments.
- Council has allocated two feasibility/business case assessments for the 2015/16 financial year: \$25,000 for further development of the Orchard Collaborative Workspace Concept; and \$50,000 to carry out a pre-feasibility analysis of an integrated sawmill and mechanical pulp mill at Ngāwhā.
- Officers have reviewed the assessment proposal contained in Attachment 1 and concur that it does relate to feasibility analysis or business case development and therefore is eligible for this funding category.
- The funding will be used to develop a business case for a Regional Economic Vitality Extension Initiative (REVEI). The objective of REVEI is to increase the profitability of Northland pastoral agriculture.
- The business case will follow central government's Better Business Case (BBC) format – assessing the strategic, economic, commercial, financial and management viability of the project.
- The business case development will also need to consider the linkages between this proposed project and current farm advisory work carried out by industry organisations (Dairy NZ and Beef & Lamb NZ), regional council land management staff, and work the Ministry for Primary Industries is doing to improve productivity on Māori freehold land.
- If the investigation indicates that the REVEI project is worthwhile, then an investment from the IGR of up to \$0.2M per annum for a five-year period may be sought. Funding will also be needed from central government and farmers themselves in order to make the project viable. This will be determined as part of the business plan development.
- Representatives from Northland Inc. will be in attendance to answer any questions on this item. One issue to raise with them is confirmation that the REVEI project meets the IGR criteria for funding.

Feasibility and Business Case Funding Application: Regional Economic Vitality Extension Initiative

Northland Inc Staff Responsible: Vaughan Cooper

Commercial in Confidence? No

Date: Nov 2015

Background to Project:

1. What is the overall Project:

The Regional Economic Vitality Extension Initiative (REVEI) project is about raising the on farm performance of Northland farmers through increased profitability, with a focus on individual farm performance in a three year extension timeframe. The project is planned to span five years but only spends three years on any one farm. The extension initiative is modelled on a relationship triangle with advice and direction from an expert consultant supported by experience and encouragement from a Mentor that creates on farm change for the Target Farmer.

2. Where is it:

The scope of the project is across the entire region.

3. When will it begin (and end):

The project will take approximately 8 weeks to complete and is proposed to be initiated by a closed tender process.

4. Who are the parties involved (background, experience):

- Northland Agricultural Forum
- Dairy NZ
- NZ Beef and Lamb
- Ministry of Primary Industries

5. What is the potential total investment into the project and potential I&GR investment: (if possible include central government and or private sector contributions)

The investment in the project is a total of \$4.1M over the next five years. Northland Inc, through the Investment and Growth Reserve, is being proposed to invest \$200,000 per annum towards this. The final contributions from the parties involved will be determined as part of the preparation of the business case.

6. What are the projects outcomes and how are they consistent with the Investment & Growth Reserve Criteria? (High Level (Infometrics), GDP, Jobs, Household Income)

The objectives of the initiative are:

- To raise the profitability of all Northland pastoral farmers by using the showcase of 75 farmers changing from average performance to the top 20th percentile for the region within 5 years.
- Develop 50 to 75 top quartile farmers as mentors, to accelerate on farm change.

- Utilise the very effective farmer-to-farmer influence to drive on farm change.
- Build on the momentum for change which has been developed with the Focus Farm projects, and compliment NARF; Partner Farms and Farm System Discussion Groups.
- Create Ripples of Change with each Target Farmer influencing at least 5 other associated farmers in their area to make changes that increase their profitability.
- Improve farmer networks in areas all around Northland, some of which are very isolated.
- Share the Target Farmer successes to encourage wider change throughout Northland.

Feasibility and Business Case Application:

7. What part is the feasibility and or business case funding application for:

An initial project proposal document has been prepared and the next step is to convert this into a full business case. Given that the project is proposing a funding contribution from central government (MPI), it is proposed that the business case use the Better Business Case (BBC) format that central government applies to all its investment decisions.

The BBC format requires:

- there is a compelling case for change "Strategic case"
- the way forward optimises value for money "Economic case"
- the potential deal with the market is commercially viable "Commercial case"
- the proposal is affordable "Financial case"
- the proposal can be delivered successfully "Management case"

8. Estimate of project costs and timeframes:

Total cost of the project was originally estimated at \$20,000 (+GST) and was proposed to be jointly funded with MPI. Subsequently, MPI has advised that it is not prepared to fund this work (however it is interested in supporting the overall project). A brief discussion has been held with a potential consultancy regarding the cost of work in order to confirm if it was possible to complete the project with the original \$10,000 budget. The initial cost estimate from the consultant is \$30,000 - \$35,000.

Dairy NZ and Beef and Lamb NZ are not able to contribute to the project financially.

Therefore it is recommended that the Feasibility and Business Case funding towards this project be increased to \$30,000.

Admin

9. What is the current available allocation of feasibility and business case funding?

This would be the fifth funding application within the 2015/16 financial year. The first two projects funded, and approved by NRC are further work on 'The Orchard', budgeted at \$25,000, the Ngawha Forestry Pre-Feasibility study, budgeted at \$50,000. Two further projects, Whaingaroa Tourism - \$20,000 and Te Nota Honey - \$20,000 have been approved by the board but have not been submitted to NRC to date. Therefore the potential funding available is \$125,000.

Recommendation:

Recommend that \$30,000 for feasibility and business case funding be approved for the Regional Economic Vitality Extension Initiative Project from the Investment and Growth Reserve.

ISSUE: Regional Transport Committee Membership – Amendment to Terms of Reference**ID:** A803021**To:** Council Meeting, 15 December 2015**From:** Chris Powell, Transport Manager**Date:** 24 November 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 request that approval be given to an amendment to the existing Regional Transport Committee (RTC) Terms of Reference. It concludes with the recommendation that the report be received and that the present Terms of Reference for the RTC be amended to include the recommended wording and names as provided by the respective appointed authorities represented on the RTC.

Legal compliance and significance assessment:

The activities detailed in this report are provided in the council's 2015–2025 Long Term Plan (LTP), and as such are in accordance with the council's decision making process and sections 76–82 of the Local Government Act 2002.

The relevant legislation to this issue is section 32, schedule 7 of the Local Government Act 2002 and the Land Transport Management Act 2003. This report and its recommendations are compliant with this legislation.

The recommended amendment to the Terms of Reference is in order to allow the efficient and effective conduct of the regional council's business. When assessed against council policy it is deemed to be of low significance.

Recommendations:

-
1. That the report, 'Regional Transport Committee Membership – Amendment to Terms of Reference' by Chris Powell, Transport Manager, dated 24 November 2015, be received.
 2. That the following wording be included in the Terms of Reference for the Regional Transport Committee:

"Any appointing authority may appoint an alternate (who shall have full voting rights) for the appointed member".

3. That the persons listed below be included in the Terms of Reference for the Regional Transport Committee as alternate members for their respective appointed authority that are represented on the Regional Transport Committee:

• Northland Regional Council	Cr Bill Shepherd
• Far North District Council	Cr John Vujcich
• Whangarei District Council	Cr Phil Halse
• Kaipara District Council	Commissioner Richard Booth
• New Zealand Transport Agency	Mr Jim Crowe

Report:

Background

At the 12 August 2015 Regional Transport Committee (RTC) meeting, only two of the formally elected representatives were present. Contained in the minutes for that day is the following:

The meeting was short of a quorum at its commencement, hence the Chairman advised business was to stand suspended and, if no quorum was present within 10 minutes, the meeting should lapse.

At 1.11 pm the meeting lapsed by reason of failure of a quorum.

Contained in the present Terms of Reference (ToR) with regard to the compilation of the RTC is the following:

The Regional Transport Committee (the committee) comprises two (2) councillors (as Chairperson and Deputy Chairperson) plus a representative from each of the district councils and a representative from the New Zealand Transport Agency, as follows:

*Chairperson
Cr John Bain*

*Deputy Chairperson
Cr Paul Dimery*

*Members:
Cr Ann Court representing the Far North District Council
Cr Greg Martin representing the Whāngārei District Council
Commissioner Peter Winder representing the Kaipara District Council
Mr Ernst Zöllner representing the NZ Transport Agency*

In regard to the requirements for a quorum for each meeting, the ToR state that:

The quorum for meetings of the committee shall be three members, being half of the members (including vacancies).

[Download the Regional Transport Committee Terms of Reference](#) [PDF format].

Problem statement

Section 105(2) of the Land Transport Management Act 2003 (LTMA) stipulates that:

2) Each regional council must appoint to its regional transport committee—

- (a) 2 persons to represent the regional council; and*
- (b) 1 person from each territorial authority in the region to represent that territorial authority; and*
- (c) 1 person to represent the Agency.*

There is presently no mention in the LTMA for an appointed authority to appoint an alternative in the event the elected member is unavailable.

In addition to the above, there is also no provision in the present ToR for an appointed authority to approve an alternative that has full delegated voting rights to be available in the event that an elected representative is unavailable to attend an RTC meeting.

A report pertaining to the above was tabled at the RTC meeting held on 7 October 2015. This report concluded with the following recommendations which were carried:

- 1. That the report, 'Regional Transport Committee Membership – Amendment to Terms of Reference' by Chris Powell, Transport Manager, dated 10 September 2015, be received.*
- 2. That the Regional Transport Committee note the additional advice regarding appointing Alternate Members to the Regional Transport Committee.*
- 3. That Far North District Council, Whangarei District Council, Kaipara District Council, Northland Regional Council, and the New Zealand Transport Agency each be requested to nominate Alternate Members to represent their organisation in the event that their principal representative is unavailable.*
- 4. That the Northland Regional Council be requested to appoint these nominees as Alternate Members to the Regional Transport Committee.*
- 5. That the Northland Regional Council be requested to make the necessary amendments to the Terms of Reference for the Regional Transport Committee to give effect to these appointments.*

At the RTC meeting of 2 December 2015, the following names were put forward and approved as alternate members to the Regional Transport Committee:

Northland Regional Council	Cr Bill Shepherd
Far North District Council	Cr John Vujcich
Whangarei District Council	Cr Phil Halse
Kaipara District Council	Commissioner Richard Booth
New Zealand Transport Agency	Mr Jim Crowe

ISSUE: Non-Elected Membership of Te Tai Tokerau Māori Advisory Committee Confirmation

ID: A802364

To: Council Meeting, 15 December 2015

From: Jonathan Gibbard, Group Manager Strategy and Governance

Date: 1 December 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 Policy:	<input type="checkbox"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Executive summary:

This item seeks council's resolution to confirm the appointment of one non-elected member and note the resignation of one non-elected member to its standing committee, Te Tai Tokerau Māori Advisory Committee (the Committee).

Council is required to confirm the individual members in accordance with [Clause 31](#), Schedule 7 of the Local Government Act 2002. Council has received formal acknowledgement from the respective organisations confirming the nomination of the new non-elected member.

This takes the total number of members on the committee to 29 (leaving one vacant seat on the committee).

Legal compliance and significance assessment:

Councils are required to appoint members to its standing committees in accordance with [Clause 31](#), Schedule 7 of the Local Government Act 2002. The appointment of non-elected members is in keeping with the proposal for the committee set out in the Long Term Plan 2015–2025. It is therefore considered to be of low significance at this juncture.

Recommendations:

1. That the report, 'Non-Elected Membership of Te Tai Tokerau Māori Advisory Committee Confirmation', by Jonathan Gibbard, Group Manager Strategy and Governance, and dated 1 December 2015, be received.
2. That council notes the resignation received from the following non-elected member to the Te Tai Tokerau Māori Advisory Committee:

Name	Group Represented
Isha Waetford	Ngātiwai Trust Board

3. That council confirms the appointment of the following non-elected member to Te Tai Tokerau Māori Advisory Committee:

Name	Group Represented
Phil Ngawaka	Ngātiwai Trust Board

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ISSUE: Trans Pacific Partnership Agreement**ID:** A801653**To:** Council Meeting, 15 December 2015**From:** Jonathan Gibbard, Group Manager Strategy and Governance**Date:** 1 December 2015

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

Executive summary:

This paper presents recommendations from the Te Tai Tokerau Māori Advisory Committee to council on the Trans Pacific Partnership Agreement.

Legal compliance and significance assessment:

This report seeks to comply with council's decision making process and the provisions of sections 76-82 of the Local Government Act 2002.

While the Trans Pacific Partnership agreement is a significant issue for the nation, the decision sought by this report does not trigger the thresholds within council's Significance Policy.

Recommendations:

-
1. That the report 'Trans Pacific Partnership Agreement', by Jonathan Gibbard, Group Manager Strategy and Governance, and dated 1 December 2015, be received.
 2. That council requests the Chief Executive Officer to write to Local Government New Zealand acknowledging and supporting their intention to review the Trans Pacific Partnership Agreement and its potential impact on local government.
-

Report:**Background**

The Trans Pacific Partnership Agreement (TPPA) is a proposed regional free trade deal between 12 countries in the Asia-Pacific region. Negotiations began in 2005 and concluded in early October 2015 with the participating countries now required to decide whether or not to ratify the draft agreements. The draft agreement (text) was publicly released by government on 5 November 2015.

There has been considerable public discussion on its likely impact on New Zealand, and to a much lesser extent its possible impact on local government, during the government's negotiations on the TPPA and this continues.

Te Tai Tokerau Māori Advisory Committee recommendation

At its meeting on 12 November 2015, the Te Tai Tokerau Māori Advisory Committee carried the following resolutions:

1. That the committee recommend the Northland Regional Council to call on the government to support Local Government New Zealand to undertake an assessment of the impacts on local government of the Trans Pacific Partnership Agreement.
2. That the committee recommend the Northland Regional Council to call on the government to fully engage with its Te Tiriti o Waitangi partner to hear and address their concerns about the Trans Pacific Partnership Agreement and refer the text and any other proposed legislation to the Waitangi Tribunal to conduct a full risk assessment of the impacts on iwi and hapū.

LGNZ

A number of councils have asked for LGNZ's advice on the degree to which the TPPA will affect the local government sector. Their concerns tend to focus on whether the TPPA, if approved, could limit the ability of councils to adopt policies and regulations for enhancing environmental, social and economic outcomes and/or limiting harmful activities. In relation to local government those aspects of the TPPA that appear to have created the most concerns are:

- Government procurement rules;
- Intellectual property rules;
- Environmental regulation; and
- Dispute resolution processes.

On Friday 4 December 2015 LGNZ National Council considered this matter and agreed to commission further analysis into the potential impact of the TPPA on local government (with a particular focus on the four points highlighted above).

Consideration

In considering the Te Tai Tokerau Māori Advisory Committee recommendations council may wish to consider that:

- The draft text is already in the public domain. Therefore there seems little to be gained by lobbying government to provide the text to LGNZ or the Waitangi Tribunal.
- LGNZ has confirmed it intends to undertake an assessment of the potential impact on local government and councillors may wish to support this initiative.
- How and when the Crown engages with its Treaty partner on this topic, as when considering other agreements and legislative enactments, is a matter only the Crown can decide.

ITEM: 7.10

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ISSUE: Appointment of Kai Iwi Lakes Honorary Enforcement Officers 2015**ID:** A803097**To:** Council Meeting, 15 December 2015**From:** Jim Lyle, Regional Harbourmaster**Date:** 3 December 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"/> Triggered	<input checked="" type="checkbox"/> Not Triggered	

Executive summary:

The purpose of this report is to seek the council's approval for the issue of warrants to three Honorary Enforcement Officers for the Kai Iwi Lakes.

Until recently, the use of the Kai Iwi Lakes for boating and other water based recreational activity was administered by means of a bylaw and associated powers delegated to the Kaipara District Council (KDC). The KDC's Taharoa Domain Governance Committee (TDGC) oversees the management and use of these lakes.

As the bylaw has now lapsed due to lack of periodic review, the TDGC has recently resolved to seek the application of the national maritime rule for maritime activity on Lake Taharoa for the 2015/16 season. The national rule is more restrictive than the provisions of the expired bylaw and only limited days on which a speed above five knots would be permitted on Lake Waikare (limited to days on which the local ski club has planned events taking place).

Council's Harbourmaster has assisted with the preparation for implementing the more stringent maritime rule requirements, such as the application of the five knots within 200 metres rule on Lake Taharoa which is the largest lake in the group. To ensure compliance with the maritime rules it is proposed that three persons are appointed as Honorary Enforcement Officers (Harbour Wardens) for the Kai Iwi Lakes only, with limited powers under the provisions of the Maritime Transport Act (MTA), similar to council's own harbour warden powers.

Based on Northland Regional Council's request, KDC management staff have proposed the names of three persons for appointment as Harbour Wardens. One of these persons is the Domain Manager and the other two are Lake Wardens appointed by KDC.

As the TDGC is currently reviewing the Reserve Management Plan for the lakes, which is likely to have an impact on maritime activity on these lakes, the warrants for these three persons is only proposed to be issued for a limited period until 30 April 2016, which will cover maritime activity during the 2015/16 season.

ITEM: 7.10

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Legal compliance and significance assessment:

The issue of warrants for these honorary enforcement officers is sought under the provisions of section 33G(a) and (d) of the Maritime Transport Act 1994. This matter is part of the normal day-to-day operations of council and does not trigger the thresholds of council's Significance Policy.

Recommendations:

1. That the report, 'Appointment of Kai Iwi Lakes Honorary Enforcement Officers 2015', by Jim Lyle, Regional Harbourmaster, and dated 3 December 2015, be received.
 2. That the council approves the issue of warrants to the persons listed below as Honorary Enforcement Officers, under section 33F(1) (g) and (h) of the Maritime Transport Act 1994 for a period until 30 April 2016:
 - a) Andrew Howells;
 - b) Sydney Teesdale; and
 - c) Janice Peterson.
-

ITEM: 7.11

Page 1 of 2

ISSUE: Whangārei Harbour Health Improvement Fund Application**ID:** A803730**To:** Council Meeting, 15 December 2015**From:** Ricky Eyre, Coastal Monitoring Manager**Date:** 24 November 2015

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

Executive summary:

- The purpose of this report is to seek council approval for an application to be made to the Whangārei Harbour Health Improvement Fund.
- The fund was established as a consent requirement of the Northport development, and is administered and allocated by council following consultation with the consent holder and a Kaitiaki group established for this purpose.

Legal compliance and significance assessment:

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 76–82 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 the normal day-to-day operations of council.

Recommendations:

-
1. That the report 'Whangārei Harbour Health Improvement Fund Application' by Ricky Eyre, Coastal Monitoring Manager, dated 24 November 2015, be received.
 2. That the application 'Patuharakeke Community Pipi Monitoring Programme' to the Whangārei Harbour Health Improvement Fund for \$62,180 is approved.
-

Report:**Whangārei Harbour Health Improvement Fund Application – Mair Bank Pipi Survey**

The Whangārei Harbour Health Improvement Fund (WHHIF) was established, as required by the Northport deepwater port development, in 2001. Northport contributes to the fund which can then be applied to fund projects to *“enable improvements to the health of the Whangārei Harbour, and the study and/or mitigation of the effects of the port development on wahi tapu, taonga and other features of special interest to tangata whenua”*. The current balance of the fund is \$227,277, with outstanding commitments of \$20,000 to be completed during the 2016/17 financial year.

An application, ‘Patuharakeke Community Pipi Monitoring Programme’ (**attached**), was received from the Patuharakeke Te Iwi Trust Board in association with NIWA. The application for \$62,180 is to:

- Develop a monitoring programme, incorporating cultural health indices, to gather pipi population data on local pipi banks.
- Enable and promote kaitiakitanga through training workshops and training surveys, and to provide required equipment.
- Undertake initial surveys at Mair Bank and three mahinga kai locations (One Tree Point, Ruakaka and Waipū).
- Undertake ongoing annual monitoring at the three mahinga kai locations for four additional years.

The application was initially provided to the consent holder and members of the Kaitiaki group on 12 October 2015 and presented to the Kaitiaki group on 6 November 2015. The group recommended that the application be approved. The fund allocation would be subject to normal checks and milestones.

A separate and unrelated proposal by Lorna Douglas, Land Management Advisor, was also presented to the Kaitiaki group on behalf of council’s Environmental Services group. The proposal was to fund land management initiatives (stock exclusion) in the Hātea catchment. While supportive of the initiative, the Kaitiaki group considered the proposal fell outside the scope of the WHHIF and therefore did not deem it appropriate for funding.

The group had agreed that the WHHIF’s Terms of Reference (TOR) were out-of-date and required review. A review has since been undertaken and draft TOR is currently with the group for approval and adoption. It is proposed in the draft TOR that applications for funding are determined by the Chief Executive Officer of the Northland Regional Council, in consultation with council’s Group Manager Regulatory Services and Group Manager Environmental Services, to streamline the approval process. Historically the council reviewed and approved applications on an annual basis at its October meeting. Given the decline in applications the group wishes to meet on ‘an application’ basis and seeks prompt approval from council.

PROJECT PROPOSAL

Prepared for: Whangarei Harbour Kaitiaki Roopu

Prepared by: Patuharakeke Te Iwi Trust Board

Date: 18 July 2015

Proposal Name:

Patuharakeke Community Pipi Monitoring Programme



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1 Background

1.1 The Whangarei Harbour Kaitiaki Roopu

The Whangarei Harbour Kaitiaki Roopu arose from the hearing process for Northland Port Corporation's application to construct a deep water port at Marsden Point. The Hearing Commissioners recommended that Northland Regional Council in association with Rangiora Marae (Takahiwai) work with all interested parties to develop an overall Kaitiaki harbour management structure to give practical effect to the administration of the fund mechanism identified in condition 11 of the resource consent as set out below:

"The purposes for the fund are to enable improvements to the health of the Whangarei Harbour, and the study and/or mitigation of the effects of the Port Development on wahi tapu, taonga and other features of special interest to tangata whenua".

1.2 Patuharakeke Mana Moana Committee

The rohe moana and tangata kaitiaki of Patuharakeke were gazetted in May 2009 under the Kaimoana Fisheries Regulations 1998. Figure 1 below depicts the gazetted rohe moana (although traditional interests extended well beyond this area) which is utilised for contemporary management purposes. Patuharakeke Te Iwi Trust Board (PTB) has established a mana moana committee that have been active in monitoring mahinga kai, using cultural health indicators [ref] and also through joint surveys with research organisations such as NIWA. They have also consistently advocated for the health and protection of these resources through various local and central government engagement processes for many years.

1.3 Pipi at Mair and Marsden Bank

Concern over depletion of pipi stocks at Marsden Bank led PTB to petition the Minister of Fisheries for a rahui and Temporary Closure (s186A of the Fisheries Act 1996) in February 2011 to allow stocks to recover. Due to a lack of recovery shown through successive surveys PTB extended the closure period for a further two years. In 2012, PTB were advised of a "die off" of pipi on the adjacent Mair Bank (by commercial pickers). Following sustained requests for the causes to be investigated by the Ministry of Primary Industry (MPI) a biomass survey was undertaken in the summer of 2014. The findings showed that pipi stocks at Mair Bank have also undergone a massive decline over recent years, and like Marsden Bank, seem affected by limited recruitment of juveniles and even lower numbers surviving to adulthood. Mair Bank has also been the subject of a study stressing the importance of it maintaining a stable structure to the integrity of the deep water channel entrance to the Whangarei Harbour.

PTB have since been working in conjunction with MPI, Northland Regional Council (NRC) and Industry stakeholders (Northport and Refining NZ) to prioritise further research to identify the causes of this decline, along with investigating potential restoration and monitoring strategies going forward. Together these groups have successfully advocated for a closure of Marsden Bank to recreational, customary and commercial take of pipi under section 11 of the Fisheries Act 1996. Marsden Bank also be included in the closure area. The

closure came into force in October 2014 and is for a non-determined period. This decision was not taken lightly by PTB as the closure of Mair Bank could well put strain on remaining kaimoana resources in the rohe moana. As kaitiaki, Patuharakeke are eager to be involved in ongoing monitoring of the population at Mair Bank and other key mahinga kai sites. This will allow assessment of whether other sites are suitable to use as potential stock for any future reseeding initiatives and also provide an indication of when (and if) Mair Bank may be in state to be reopened to harvest.

The collaborative group of NRC, Refining NZ, Northport, MPI and Patuharakeke have made a start at identifying potential research actions going forward. One of these actions relates to the development of a community-based survey of Mair Bank. This proposal has been drafted in partial response to this, but also because of a long held desire for Patuharakeke to be actively and regularly involved in monitoring important mahinga kai locations.

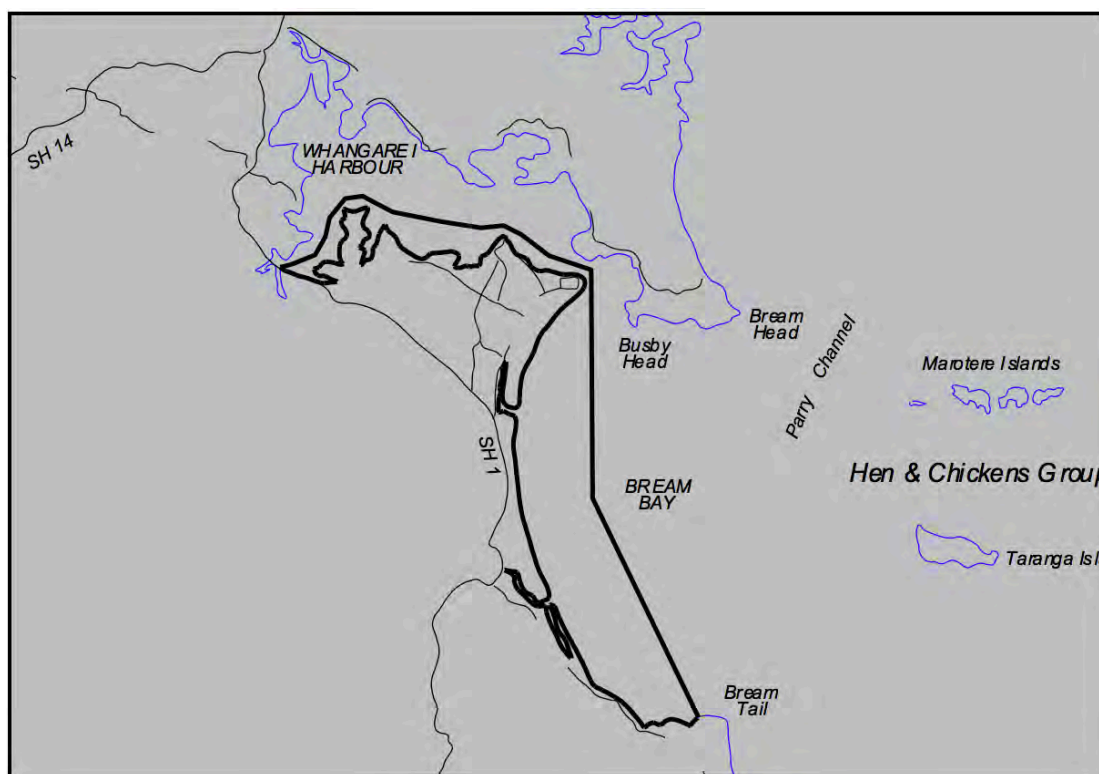


Figure 1: Patuharakeke Rohe Moana Gazetted Boundaries

1.4 Patuharakeke Hapu Environmental Management Plan

PTB have recently completed a review of their Hapu Environmental Management Plan. Equipping and empowering kaitiaki to monitoring shellfish resources is a key focus of PTB environmental policy as illustrated by the following excerpt from the customary fisheries section:

Issues (section 9.8.1)

- b) There is a need to implement appropriate tikanga-based management tools for protecting and enhancing the marine environment and customary fisheries.

Objectives (section 9.8.2)

- a) That there is diversity and abundance of mahinga kai in our rohe moana, the resources are uncontaminated and healthy, and Patuharakeke have unimpeded access to them.
- b) The role of Patuharakeke as kaitiaki of the coastal environment and sea is recognised and provided for in coastal and marine management.
- c) Traditional and contemporary mahinga kai sites and species within our rohe moana, and access to those sites and species, are protected and enhanced.
- d) Our rohe moana is protected through tikanga-based management of fisheries.
- e) The rohe moana o Patuharakeke is managed as a mahinga kai and mataitai, first and foremost.

Policies (Section 9.8.3)

- a) Agencies and stakeholders will support the protection and enhancement of our rohe moana through tikanga-based customary fisheries management tools, and supported by matauranga Maori and western science, including:
 - i. Mataitai;
 - ii. Rahui; and
 - iii. Tangata tiaki/kaitiaki.
- b) Agencies and stakeholders will support the development of an ongoing monitoring scheme by Patuharakeke using Cultural Health Indicators ('CHI') to assess the health of our rohe moana.
- c) To continue to jointly investigate and implement kaimoana reseedling projects in the rohe moana where traditional stocks are degraded either through the Whangarei Harbour Health Improvement Fund/Kaitiaki Roopu or another mechanism.
- d) PTB will continue to develop and establish sound research partnerships with NRC, Crown Research Institutes, government departments, universities and other organisations to address issues of importance to tāngata whenua regarding the management of our rohe moana.
- e) PTB will work with MPI and other stakeholders to improve compliance with fisheries regulations through the following measures:
 - i. Education of the wider community regarding the harbour, bay and estuaries as mahinga kai;
 - ii. Continued support for kaitiaki to monitor the rohe moana area, including the rahui on Marsden Bank pipi bed; and
- f) PTB will work with MPI and other stakeholders to continue to initiate and support research projects on kaimoana health, abundance and diversity in our rohe moana.

2 Project Aims

In light of the current state of the pipi beds at Mair Bank, the proposed actions of PTB and stakeholders collaborating together to try and address the issue and Patuharakeke's role as kaitiaki, it was deemed necessary to construct and submit this proposal. The Goal of this project is twofold;

- To enable and promote the contemporary expression of kaitiakitanga and effective customary fisheries management by tangata whenua, and
- To gather informative time series data on pipi population dynamics and recruitment that will assist in making ongoing management decisions in relation to Mair Bank and other mahinga kai sites.

Particular aims of the community pipi monitoring programme include:

- Provide tangata whenua with an assessment of the condition and trend of the environmental health of selected significant mahinga kai areas
- Determine whether cultural values are being enhanced or diminished
- Provide a flexible monitoring model to incorporate contemporary scientific data collection systems alongside cultural health indicator methods.

This project also presents an opportunity for alignment with other potential work that is being considered, for example a pipi translocation trial at Mair Bank. If a transplant pilot proceeds, the community/kaitiaki surveys outlined in this proposal could be utilised to enable a one-off baseline transplant and ongoing monitoring of transplanted pipi. Moreover, a die off of pipi population has recently occurred at Ngunguru. Potential exists for shared learnings and greater collaboration between agencies and stakeholders and the identification of additional funding sources.

3 Project Team Leads

Dr James Williams (NIWA)

Dr Williams is a Fisheries Scientist and Marine Ecologist. He is group manager of Fisheries and Marine Ecology Department at NIWA in Auckland. Dr Williams specializes in surveys and assessments of shellfish, particularly bivalve molluscs. He is familiar with the Whangarei Harbour area, having supervised numerous surveys of pipi and cockle at Mair and Marsden Bank (and other sites) for MPI and undertaken research on scallop populations in Bream Bay. Dr Williams and his team have worked collaboratively on past occasions with Patuharakeke and he has also completed an investigation (desktop review) into the decline of pipi at Mair Bank in 2014 at the request of NRC.

Juliane Chetham (*Ngatiwai me Ngati Whatua me Ngapuhi/Patuharakeke*):

Juliane holds a Master of Science degree from Auckland University and specializes in coastal and environmental management. She has 15 years experience in research, consultation and advisory roles for a range of organisations such as industry, local and central government, iwi authorities and community groups. Juliane combines a strong scientific background with a keen understanding of environmental and fisheries legislation. She is skilled in planning and policy development, project management and has a particular interest in assisting iwi and hapu to advance their relationships with agencies and local government and ensuring that a matauranga Maori perspective is appropriately recognized and implemented in resource management planning and practice. For the past 5 years Juliane has been a trustee on Patuharakeke Te

Iwi Trust Board and is responsible for the resource management and fisheries portfolios on behalf of the board. Juliane began her own consultancy in 2009 (Chetham Consulting Ltd). Recent work has primarily focused on provision of environmental planning and policy advice to tangata whenua whilst enhancing their own internal capacity and capability in these areas. Juliane holds extensive local knowledge and a significant contact base throughout the iwi and hapu of Te Tai Tokerau.

4 Project Methodology

4.1 Project Steps

a. Survey Design

NIWA will produce a sampling design based on stratified random quadrat survey approach and methods. A workshop will be held with Patuharakeke Mana Moana Committee (and any other interested parties) to refine sampling sites and methods. Patuharakeke will refine their existing Coastal Cultural Health Indicators (see Figure 2 below) to incorporate into overall survey design.

Indicators	Unhealthy				Healthy
1. Catchment land use	1. Land heavily modified (eg. bush, wetlands etc lost)	2	3	4	5. Appears unmodified
2. Adjacent vegetation (MHWS plus 100m)	1. Little or no vegetation – neither exotic or indigenous	2	3	4	5. Complete cover of vegetation – mostly indigenous
3. Adjacent land use (MHWS plus 100m)	1. Margins heavily modified	2	3	4	5. Margins unmodified
4. Takutai condition (sediment)	1. Covered by mud/sand/slime	2	3	4	5. Clear of mud/sand/sediment
5. Changes to takutai	1. Evidence of modification (e.g. dredging, structures, erosion, reclamation)	2	3	4	5. Appears unmodified
6. Water quality	1. Appears polluted (eg. eg, foams oils, slime, marine pests etc)	2	3	4	5. No pollution evident
7. Water clarity	1. Water badly discoloured	2	3	4	5. Water is clear
How would you describe the overall health of the takutai at this site?	1. Very unhealthy	2	3	4	5. Very healthy
Comment					

8. Mahinga Kai Measure	
Abundance	<p>While in the field a collated list of plant, bird and fish species is prepared for each site. A score of 1–5 is then made, depending on the total number of species present.</p> <p>Can also use catch per unit effort measure for specific species (eg how long does it take to fill a sack with pipi?) useful for comparison over time.</p> <p>Also note size of individuals eg. to evaluate whether there is a range of adults, juveniles etc</p>
Change	Comparison of species present today and mahinga kai species historically sourced from the site. Score 1-5
Accessibility of the site	<p>A score of either 1, 3 or 5 is given based on the legal and physical access tangata whenua have to the site:</p> <p>1 No access to the site.</p> <p>3 Either physical or legal barriers make access difficult.</p> <p>5 Unimpeded easy access to the site.</p>

Figure 2: Patuharakeke Coastal Cultural Health Indicators

B. Tools for Hapu

Niwa will provide kaitiaki with instructions, training in survey design and analysis, and tools to enable implementation of a long-term community monitoring programme. Field sampling kit for kaitiaki will be purchased.

C. Initial Survey (Training Day)

A two day joint initial survey involving kaitiaki, NIWA and possibly NRC staff, Refining NZ staff (fieldwork) of Mair Bank, including bank mapping, station allocation, quadrat sampling, and measuring pipi. This will take place in early autumn to ensure the capture of data on any young juveniles from recent settlement, and to allow comparison among locations.

Two additional kaitiaki led community surveys will be carried out during the same period at three other locations, Ruakaka Estuary, Waipu Estuary (Hamon Road location of earlier CCHI survey by Patuharakeke) and One Tree Point (final location still to be determined and mapped but likely to align to a recent NRC survey¹) utilizing the same methodology/design. The Ruakaka site will be based on the areas shown in purple on the map below (Figure 3) which was utilized by Dragonfly Consulting in conjunction with representatives of Patuharakeke Mana Moana Committee on 25th January 2015 for the recent MPI commissioned biomass survey of the site.

¹ NRC Harbour Survey Report to be completed (Richard Griffiths)

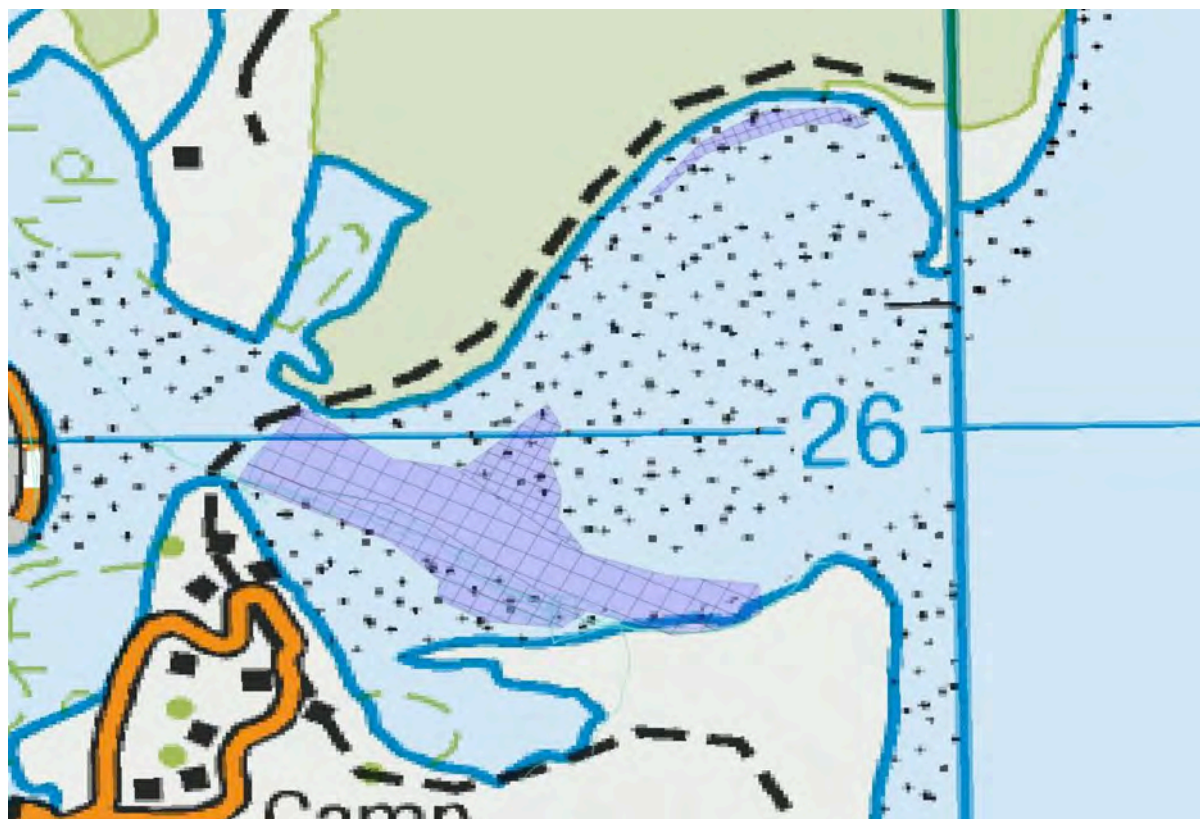


Figure 3: Ruakaka Estuary Mahinga Kai Survey Sites

D. Initial Analysis and Reporting

NIWA in conjunction with PTB project manager to enter, check and analyse data, document results, report back to hapu, stakeholders and funder/s.

E. Ongoing Survey/Fieldwork

Repeat of step C above - annual survey carried out by kaitiaki of 4 mahinga kai locations (Mair Bank, Ruakaka, Waipu and One Tree Point) each March over 4 years (2017-2020).

F. Continued Project Management and Reporting

Ongoing Project management, planning of annual surveys, logistics, supervision of kaitiaki monitors, data analysis and annual report back to hapu, stakeholders and funder/s (2017-2020).

4.2 Project Breakdown and Costing

Stage	Deliverables	Date	Cost NIWA	Cost PTB	Notes
1. Survey Design	Prepare draft design for the monitoring programme, workshop with Patuharakeke (and any interested stakeholders), to confirm final sites and incorporate Cultural Health Indicators. Finalise design.	Aug-15	\$3,500	\$1,310	NIWA Costs from estimate provided by Dr James Williams. PTB Costs: Hui/workshop venue and catering \$350, Project management and design of CHI \$960 (@\$120/hr)
2. Tools for Hapu	Provision of kaitiaki with instructions, training in survey design and analysis, and tools to enable long-term community monitoring programme	Jun-16	\$5,000	\$3,500	PTB Costs: estimate for equipping kaitiaki with field sampling kit for monitoring intertidal shellfish. eg. handheld GPS for mapping, quadrats, spades, sieves, measuring callipers, etc).

3. Training day/s, initial surveys	Joint NIWA and kaitiaki initial survey (fieldwork) of Mair Bank, including bank mapping, station allocation, quadrat sampling, measuring pipi. Kaitiaki to repeat process at Ruakaka One Tree Point and Waipu locations	Mar-16	\$5,000	\$4,800	Calculated cost is for 1 NIWA staff and 2 days of fieldwork at Mair Bank. Expectation is that NRC and RNZ will contribute experienced staff time. PTB costs are based on 3 kaitiaki @ \$20/hr for two 8 hr days (allows for preparation etc) at 4 locations - so \$160/kaitaki/day and 8 hours project management @ \$120/hr
4. Initial Analysis and Reporting	Enter, check and analyse data, document results, report back to hapu (and any interested stakeholders)	Jun-16	\$5,000	\$1,310	PTB Costs: Hui/workshop venue and catering \$350, Project management and CHI results reporting \$960
5. Ongoing Survey/Fieldwork	Annual kaitiaki survey of 3 mahinga kai locations over 4 years	March 2017/2018/2019/2020	\$0	\$15,860	Mahinga kai locations include Mair Bank, Ruakaka Estuary, One Tree Point and Waipu. PTB costs calculated based on 8 monitoring days per annum -so two 8 hr days per site (allows for prep and post survey). 3 kaitiaki to be resourced at \$20/hr over 4 year period at 4 sites. Travel cost estimate \$500.

6. Project Management and Reporting	Ongoing Project management, data analysis, mapping and annual report back to hapu, stakeholders, funder/s		\$0	\$14,400	calculated at \$120/hr (120 hours/annum over 4 years)
Governance/Admin costs	Patuharakeke Trust Board Financial management, payroll, reporting and administration of the project, plus stationary, printing etc	sept 15-dec 15	\$0	\$2,500	
Sub Totals			\$18,500	\$43,680	
TOTAL				\$62,180	GST exclusive

5 Project Management, Terms and Conditions

5.1 Quality Assurance

The components of the work which NIWA will be responsible for will be subject to NIWA's in house quality assurance/project management system. NIWA is a member of the New Zealand Quality Foundation (NZQF) and part of the NZQF Quality self-assessment accreditation programme. NIWA's system is based on peer review for:

- Review of proposal
- Annual review of progress, and
- Review of project documents (reports, scientific papers etc). Day to day responsibility for the quality of the work will lie with the project leader.

Patuharakeke quality assurance will be based on a rigorous review process that includes monthly meetings with PTB, reporting and feedback from the hapu, Kaitiaki Roopu and stakeholders and funder/s annually.

5.2 Health and Safety

NIWA operates a Health and Safety at work policy and maintain an updated Health and Safety Manual online that is linked to their project management system. Overall safety control programmes are based on the legislative requirements of the Health and Safety in Employment Act.

Patuharakeke also maintains a Health and Safety Policy for kaitiaki undertaking site visits and monitoring activities. This is based in the Department of Labour's sample Health and Safety Plan and adapted for PTB. We intend to have specific health and safety measures related to potential risks of shellfish surveys incorporated into the steps of the pipi survey design.

5.3 Insurance

Both PTB and NIWA carry comprehensive equipment and liability insurance cover.

5.4 Maturanga and Intellectual Property

The ownership of background intellectual property and maturanga will remain with the respective parties. Any new maturanga created will be the exclusive property of tangata whenua. Reports produced during the course of the project will be the property of the client, the Whangarei Harbour Kaitiaki Roopu.

NIWA, PTB, NRC and the Whangarei Harbour Kaitiaki Roopu will reach an agreement between them regarding the use of any outputs or deliverables arising from or pursuant to this contract.

5.5 Terms of Engagement

Acceptance of this proposal would be by way of a contract between NRC and Patuharakeke Te Iwi Trust Board Inc. NIWA would sub contract to PTB. NIWA generally operates under NIWA's standard terms and conditions. NRC standard short form contract is acceptable to PTB.

6 References

Chetham, J. & Shortland, T (2010). *A Coastal Cultural Health Index for Te Tai Tokerau*. Ministry for the Environment, Wellington.

Patuharakeke Te Iwi Trust Board Inc. (December 2014). Patuharakeke Environmental Management Plan 2014. Retrieved from <http://patuharakeke.maori.nz/te-taiao-environment/hemp/>

Williams, J & Hume, T (June 2014). Investigation into the Decline of Pipi at Mair Bank, Whangarei Harbour. NIWA Client Report AKL2014-022

7 Curriculum Vitae

Full name: Dr James Richard Williams

Present position: Fisheries Scientist

Group Manager – Fisheries & Marine Ecology

Present Employer: National Institute of Water and Atmospheric Research

Present Work Address: Private Bag 99940, Auckland 1149

2005 PhD Marine Science, University of Auckland, New Zealand.

1998 BSc (Hons, 1st Class) Biology, University of Nottingham, UK.

Years as a practicing researcher: 9 years (postdoctoral)

Honours, distinctions, membership of societies, institutions, committees:

2013 MBIE International Relationships Fund award, conducted scientist exchange at IFREMER France and DFO Canada, October 2013.

Delegate, 19th International Pectinid Workshop, Brazil, 10–16 April 2013.

2012 Rapporteur, Ecosystem Approach to Fisheries Workshop, Vigo, Spain, 25–29 June 2012.

2012 Group Manager, Fisheries and Marine Ecology, NIWA.

2011 Member, Joint Graduate School in Coastal and Marine Science, NIWA/UoA.

Delegate, 18th International Pectinid Workshop, Qindao, China, April 2011.

2010–14 Peer Reviewer for MFish/MAF/MPI Shellfish Fisheries Assessment Working Group

2009 NIWA Capability Fund recipient: Coastal ecosystems and scallop ecology

Delegate, 17th International Pectinid Workshop, Santiago de Compostela, Spain, April 2009.

2007 Delegate, 16th International Pectinid Workshop, Halifax, Nova Scotia, May 2007.

PO Box 557, Whangarei 0140/ 09 4377462/ admin@patuharakeke.maori.nz

2005 Alan Ansell Award for Best Student Oral Presentation at the 15th International Pectinid Workshop, Mooloolaba, Australia, April 2005.

University of Auckland Graduate Research Fund for conference travel, 2005.

2004 Delegate, Benthic Ecology Meeting. Mobile, Alabama, USA, March 2004.

University of Auckland Graduate Research Fund for conference travel, 2004.

Thurlow Nelson Award: Best Oral Paper, Honorable Mention at Aquaculture '04 conference, Honolulu, Hawaii, USA, March 2004.

New Zealand Marine Sciences Society First Overseas Conference Travel Fund, 2004.

2002 New Zealand Marine Sciences Society prize for 3rd Best Student Presentation, NZMSS conference, Nelson, NZ, September 2002.

2001 Member, National Shellfisheries Association.

2000–04 Member, New Zealand Marine Sciences Society.

PhD registered with the Institute of Aquatic and Atmospheric Sciences (IAAS) (University of Auckland / NIWA)

Commonwealth Scholarship for PhD studies in Marine Science at the University of Auckland's Leigh Marine Laboratory, NZ.

1997–98 Shellfish Association of Great Britain Research Grant for BSc (Hons) Biology dissertation research.

Professional positions held:

2013–present Fisheries Scientist, NIWA

2012–present Group Manager - Fisheries and Marine Ecology, NIWA.

2005–13 Stock Assessment Scientist/Fisheries Ecologist, NIWA.

Present Research/Professional Speciality:

Shellfish fisheries ecology: surveys and assessments of coastal/inshore invertebrates, especially scallops and other bivalves.

Number of reports and journal publications: 35

Recent relevant publications:

Journal Articles

Williams, J.R.; Babcock, R.C. (2005). Assessment of size at maturity and gonad index methods for the scallop *Pecten novaezelandiae*. *New Zealand Journal of Marine and Freshwater Research* 39: 851–864.

Williams, J.R.; Babcock, R.C. (2004). Comparison of multiple techniques to evaluate reproductive variability in a marine bivalve: application to the scallop *Pecten novaezelandiae*. *Marine and Freshwater Research* 55: 457–468.

de Soto, N.A.; Delorme, N.; Atkins, J.; Howard, S.; Williams, J.; Johnson, M. (2013). Anthropogenic noise causes body malformations and delays development in marine larvae. *Scientific Reports* 3: 5.

NZ Fisheries Assessment Reports / Aquatic Environment and Biodiversity Reports:

Williams, J.R.; Hartill, B.; Bian, R.; Williams, C.L. (2014). Review of the Southern scallop fishery (SCA 7). New Zealand Fisheries Assessment Report 2014/07. 71 p. SCA200704.

Hartill, B.; Williams, J.R. (2012). Characterisation of the Northland scallop fishery (SCA 1), 1989–90 to 2010–11. New Zealand Fisheries Assessment Report 2014/26. 43 p. SEA201007.

Williams, J.R.; Sim-Smith, C.; Paterson, C. (2013). Review of factors affecting the abundance of toheroa (*Paphies ventricosa*). New Zealand Aquatic Environment and Biodiversity Report 2013/114. 54 p.

Williams, J.R.; Ferguson, H.; Tuck, I.D. (2013). Distribution and abundance of toheroa (*Paphies ventricosa*) and tuatua (*P. subtriangulata*) at Ninety Mile Beach in 2010 and Dargaville Beach in 2011. New Zealand Fisheries Assessment Report 2013/39. 52 p.

Williams, J.R.; Parkinson, D.M.; Bian, R. (2012). Biomass survey and yield calculation for the Coromandel scallop fishery, 2012. New Zealand Fisheries Assessment Report 2013/18. 57 p.

Williams, J.R. (2012). Abundance of scallops (*Pecten novaezelandiae*) in Coromandel recreational fishing areas, 2009 and 2010. New Zealand Fisheries Assessment Report 2012/24. 32 p.

Williams, J.R.; Parkinson, D.M. (2010). Biomass survey and stock assessment for the Coromandel scallop fishery, 2010. New Zealand Fisheries Assessment Report 2010/37. 30 p.

Williams, J.R.; Tuck, I.D.; Parkinson, D.M. (2010). Biomass survey and stock assessment for the Coromandel scallop fishery, 2009. New Zealand Fisheries Assessment Report 2010/33. 40 p.

Williams, J.R. (2009). Abundance of scallops (*Pecten novaezelandiae*) in Northland and Coromandel recreational fishing areas, 2007. New Zealand Fisheries Assessment Report 2009/62. 22 p.

Williams, J.R. (2009). Abundance of scallops (*Pecten novaezelandiae*) in Coromandel recreational fishing areas, 2008. New Zealand Fisheries Assessment Report 2009/8. 18 p.

Williams, J.R. (2009). Biomass survey and stock assessment for the Coromandel scallop fishery, 2008. New Zealand Fisheries Assessment Report 2009/2. 31 p.

Williams, J.R.; Smith, M.D.; MacKay, G. (2009). Biomass survey and stock assessment of cockles (*Austrovenus stutchburyi*) on Snake Bank, Whangarei Harbour, 2009. New Zealand Fisheries Assessment Report 2008/29. 22 p.

Williams, J.R. (2008). Biomass surveys and stock assessments for the Coromandel and Northland scallop fisheries, 2007. New Zealand Fisheries Assessment Report 2008/35. 41 p.

Williams, J.R.; Smith, M.D.; MacKay, G. (2008). Biomass survey and stock assessment of cockles (*Austrovenus stutchburyi*) on Snake Bank, Whangarei Harbour, 2008. New Zealand Fisheries Assessment Report 2008/43. 22 p.

Williams, J.R.; Smith, M.D.; MacKay, G. (2008). Biomass survey and stock assessment of cockles (*Austrovenus stutchburyi*) on Snake Bank, Whangarei Harbour, 2007. New Zealand Fisheries Assessment Report 2008/3. 22 p.

Williams, J.R.; Tuck, I.D.; Carbines, G.D. (2008). Abundance of scallops (*Pecten novaezelandiae*) in Northland and Coromandel recreational fishing areas, 2006. New Zealand Fisheries Assessment Report 2008/34. 23 p.

Williams, J.R.; Cryer, M.; Hooker, S.H.; McKenzie, J.R.; Smith, M.D.; Watson, T.G.; MacKay, G.; Tasker, R. (2007). Biomass survey and stock assessment of pipi (*Paphies australis*) on Mair Bank, Whangarei Harbour, 2005. New Zealand Fisheries Assessment Report 2007/3. 29 p.

Williams, J.R.; Tuck, I.D.; Parkinson, D.M. (2007). Biomass surveys and stock assessments for the Coromandel and Northland scallop fisheries, 2006. New Zealand Fisheries Assessment Report 2007/24. 41 p.

Williams, J.R.; Cryer, M.; McKenzie, J.R.; Smith, M.D.; Watson, T.G.; MacKay, G.; Tasker, R. (2006). Biomass survey and stock assessment of cockles (*Austrovenus stutchburyi*) on Snake Bank, Whangarei Harbour, 2005. New Zealand Fisheries Assessment Report 2006/21. 21 p.

Williams, J.R.; Smith, M.D.; MacKay, G. (2006). Biomass survey and stock assessment of cockles (*Austrovenus stutchburyi*) on Snake Bank, Whangarei Harbour, 2006. New Zealand Fisheries Assessment Report 2006/38. 21 p.

Unpublished Reports (Final Research Reports and Client Reports)

Williams, J.R.; Bian, R.; Williams, C.L. (2014). Survey of scallops in Golden Bay, Tasman Bay, and Marlborough Sounds, 2014. NIWA Client Report AKL2014-027 prepared for Challenger Scallop Enhancement Company Ltd. NIWA Project CSE14301. 63 p. (Unpublished report held by NIWA, Auckland.)

Williams, J.R.; Hume, T.M. (2014). Investigation into the decline of pipi at Mair Bank, Whangarei Harbour. NIWA Client Report AKL2014-022 prepared for Northland Regional Council under project NRC14301. 45 p.

Williams, J.R.; Bian, R.; Hartill, B.; (2014) Review of difference between CAY estimates and actual catch for the Coromandel scallop fishery (SCA CS). Final Research Report for Ministry of Fisheries project SAP200910. 27 p. (Unpublished report held by NIWA, Auckland.)

Williams, J.R.; Bian, R.; Williams, C.L. (2013). Survey of scallops in the Marlborough Sounds, 2013. NIWA Client Report AKL2013-015 prepared for Challenger Scallop Enhancement Company Ltd. NIWA Project CSE13301. (Unpublished report held by NIWA, Auckland.) 45 p.

Tuck, I.D.; Williams, J.R. (2012). Effects of scallop spat enhancement on scallop catches in Golden Bay and Tasman Bay. Final Research Report for Ministry for Primary Industries project SAP200914. 31 p. (Unpublished report held by Ministry for Primary Industries, Wellington.)

Williams, J.R.; Bian, R. (2012). Survey of scallops and oysters in Golden Bay, Tasman Bay, and the Marlborough Sounds, 2012. NIWA Client Report AKL2012-32 prepared for Challenger Scallop Enhancement Company Ltd. NIWA Project CSE12301. (Unpublished report held by NIWA, Auckland.) 65 p.

Bian, R.; Williams, J.R.; Smith, M.; Tuck, I.D. (2012). Modelling scallop dredge efficiency for the Coromandel and Northland scallop fisheries. Final Research Report for Ministry of Fisheries projects SCA200802 and SAP200913. 45 p. (Unpublished report held by NIWA, Auckland.)

Tuck, I.D.; Williams, J.R. (2012). Scallop growth. Final Research Report for Ministry of Fisheries project SCA200903. 71 p. (Unpublished report held by Ministry of Fisheries, Wellington.)

Tuck, I.D.; Williams, J.R. (2011). Cockle growth. Final Research Report for Ministry of Fisheries project COC200701D. 40 p. (Unpublished report held by Ministry of Fisheries, Wellington.)

Williams, J.R.; Michael, K. (2011). Survey of scallops and oysters in Golden Bay, Tasman Bay, and the Marlborough Sounds, 2011. NIWA Client Report AKL2011-26 prepared for Challenger Scallop Enhancement Company Ltd. NIWA Project CSE11301. (Unpublished report held by NIWA, Auckland.) 64 p.

Williams, J.R.; Bian, R.; Michael, K. (2010). Survey of scallops and oysters in Golden Bay, Tasman Bay, and the Marlborough Sounds, 2010. NIWA Client Report WLG2010-52 prepared for Challenger Scallop Enhancement Company Ltd. NIWA Project CSE10301. (Unpublished report held by NIWA, Wellington.) 54 p.

Williams, J.R.; Bian, R.; Brown, S. (2009). Survey of scallops and oysters in Golden Bay, Tasman Bay, and the Marlborough Sounds, 2009. NIWA Client Report: NEL2009-024 prepared for Challenger Scallop Enhancement Company. NIWA Project: CSE09401. 37 p. (Unpublished report held by NIWA, Auckland.)

Williams, J.R. (2007). Assessment of environmental effects. Report supplied to Northland Regional Council as part of an application for Resource Consent at Houhora Bay, east Northland, to conduct scientific research on scallops, *Pecten novaezelandiae*, at an existing mussel farm. November 2007. 6 p.

Williams, J.R. (2007). Deployment of scientific sampling equipment to monitor scallop larval settlement. Report supplied to Northland Regional Council describing proposal by NIWA to monitor broadscale spatial and temporal distribution of scallop spat settlement in Northland. November 2007. 7 p.

Williams, J.R. (2005). Reproductive ecology of the scallop *Pecten novaezelandiae*. Unpublished PhD thesis. University of Auckland, New Zealand. 134 p.

(Excludes Fisheries Assessment Plenary chapter updates for scallop, oyster, cockle, pipi, and tuatua since 2005; Research Progress Reports; research updates to endusers; Voyage Programmes; Voyage Reports)

Presentations:

Conference presentations

Williams, J.R.; Tuck, I.D.; (2013). Review of New Zealand's Southern (Challenger) scallop fishery. Presentation at the 19th International Pectinid Workshop, Florianopolis, Brazil, 10-16 April 2013.

Williams, J.R. (2012). Surveys of toheroa and tuatua at Ninety Mile Beach 2010 and Dargaville Beach 2011. Presentation of Final Research Report for Ministry of Fisheries projects TOH200901 and TOH201001 to the Dune Restoration Trust of New Zealand annual conference, 15 February 2012, Taipa, Northland.

Williams, J.R. (2011). Developments in New Zealand scallop fisheries research. Presentation at the 18th International Pectinid Workshop, Quindao, China, 20–26 April 2011.

Williams, J.R. (2009). Fisheries stock assessment for New Zealand scallops. Presentation at the New Zealand Marine Sciences Society conference, Auckland, New Zealand, 2–4 September 2009.

Williams, J.R. (2009). Taking stock: New Zealand scallop fisheries and enhancement. Presentation at the 17th International Pectinid Workshop, Santiago de Compostela, Spain, 22–28 April 2009.

Williams, J.R. (2007). Scallop biology and fisheries in northern New Zealand. Presentation at the New Zealand Marine Sciences Society conference, Hamilton, 29–31 August 2007.

Williams, J.R. (2007). Scallop biology and fisheries in northern New Zealand. Presentation at the 16th International Pectinid Workshop, Halifax, Nova Scotia, Canada, 11–18 May 2007.

Williams, J.R.; Babcock R.C. (2005). Reproductive ecology of the scallop *Pecten novaezelandiae*. Presentation at the 15th International Pectinid Workshop, Mooloolaba, Australia, 20–24 April 2005. Received the Alan Ansell Award for Best Student Oral Presentation.

(conference presentations before 2005 are not listed here)

Presentations to Working Groups and other endusers

Williams, J.R.; Tuck, I.D.; Williams, C.L.; Middleton, C. (2013). "Increasing the research capacity of developing fisheries: DEV2013-01 methods." Presented at the Ministry for Primary Industries' Shellfish Fisheries Working Group, NIWA, Wellington, 18 December.

Williams, J.R. (2013). "Scallop fisheries in New Zealand: Towards an ecosystem approach to fisheries management." Presented at IFREMER France and DFO Canada research institutes visited during an international scientist exchange, Port-

en-Bessin and Boulogne-sur-Mer (via video conference), France; University of Brest, Brittany, France; Bedford Institute of Oceanography, Dartmouth, Nova Scotia, Canada, on 7, 11, and 16 October, respectively.

Williams, J.R. (2013) Scallop abundance in Bream Bay based on industry survey tows on 28 August 2013. Presentation to the Northland Scallop Enhancement Company, Whangarei, 6 September. Project FIF1402.

Williams, J.R. (2013). Fisheries stock assessment for New Zealand scallops. University lecture to Marine 302 undergraduates – Dynamics of marine systems: The role of science in management of the marine environment. University of Auckland, 19 August.

Williams, J.R.; Bian, R.; Williams, C.L. (2013). Survey of scallops in the Marlborough Sounds, 2013. Presentation to the Ministry for Primary Industries' Shellfish Fisheries Working Group. NIWA Wellington, 14 August. Project CSE13301 (NIWA Client Report AKL2013-015 prepared for CSEC Ltd.).

Williams, J.R. (2013). Shellfish fisheries update. Presentation to the Rebuilding Shellfish Fisheries workshop with stakeholders and iwi, 13 August, Nelson. Project FIF1401.

Williams, J.R.; Sim-Smith, C.; Paterson, C. (2013). Review of factors affecting the abundance of toheroa. Presentation to a Toheroa Research Meeting held at the Ministry for Primary Industries, Wellington, 2 August. Project TOH200703.

Williams, J.R. (2013) Scallop abundance in SCA 1 based on fisher survey tows. Presentation to the Northland Scallop Enhancement Company AGM, Whangarei, 5 July 2013. Project FIPR1301.

Williams, J.R.; Tuck, I.D.; Williams, C.L. (2013.) Chatham Islands dredge oyster survey, March 2013. Presentation to the Ministry for Primary Industries' Shellfish Working Group, Wellington, 14 May 2013. Project FIPR1301.

Tuck, I.D.; Williams, J.R. (2012). Assisting Chatham Islands fisheries for oysters and scallops. Presentation to the Ministry for Primary Industries' Shellfish Fisheries Working Group. NIWA Wellington, 13 November 2012.

Williams, J.R.; Williams, C.L.; Mackay, G. (2012). Pipi survey at Marsden Bank, Whangarei Heads, May 2012. Presentation to Patuharakeke Mana Moana Committee. Takahiwai, Whangarei, 5 November 2012.

Williams, J.R.; Bian, R. (2012). Survey of scallops and oysters in Golden Bay, Tasman Bay, and the Marlborough Sounds, 2012. Presentation to the Ministry for Primary Industries' Shellfish Fisheries Working Group. NIWA Wellington, 2 October 2012. Project CSE12301 (NIWA Client Report AKL2012-32 prepared for CSEC Ltd.).

Williams, J.R.; Parkinson, D.M.; Bian, R. (2012). Biomass survey and yield calculation for the Coromandel scallop fishery, 2012. Presentation of final draft FAR to the Ministry for Primary Industries' Shellfish Fisheries Working Group. NIWA Wellington, 2 October 2012. Project SCA201001B.

Williams, J.R. (2012). Fisheries stock assessment for New Zealand scallops. University lecture to Marine 302 undergraduates – Dynamics of marine systems: The role of science in management of the marine environment. University of Auckland, New Zealand, 22 August 2012.

Hurst, R.; Michael, K.; Williams, J.; Zeldis, J.; Cornelison, C.; Basher, L.; Handley, S.; Dunn, A. (2012). A review of potential drivers of shellfish production in Golden and Tasman Bays. Presentation to a workshop with stakeholders and iwi, 15 August 2012, Nelson. Project FIF1301.

Williams, J.R. (2012). Northland scallops (SCA 1). Presentation to the AGM of the Northland Scallop Enhancement Company, Whangarei, 13 July 2012.

Williams, J.R.; Parkinson, D.M.; Bian, R. (2012). Biomass survey and yield calculation for the Coromandel scallop fishery, 2012. Presentation to the Coromandel Scallop Fishermen's Association AGM, Whangamata, 30 May 2012. Ministry for Primary Industries (Fisheries) Project SCA201001B.

Williams, J.R. (2012). Plan for the 2012 survey of SCA 7. Presentation to the Ministry for Primary Industries (Fisheries) Shellfish Fishery Assessment Working Group, Wellington, 10 April 2012. Project CSE12301.

Williams, J.R. (2012). Plan for the 2012 survey of SCA CS. Presentation to the Ministry for Primary Industries (Fisheries) Shellfish Fishery Assessment Working Group, Wellington, 10 April 2012. Project SCA201001B.

Williams, J.R. (2012). SCA CS scallop survey 2012: design considerations. Presentation to a meeting of the Coromandel Scallop Fishermen's Association, Whangamata, 5 May 2012. Ministry for Primary Industries (Fisheries) Project SCA201001B.

Tuck, I.D.; Williams, J.R. (2011). Scallop growth. Presentation of Final Research Report for project SCA2009-03 to the Ministry of Fisheries Shellfish Working Group, 5 December 2011, Wellington.

Tuck, I.D.; Williams, J.R. (2011). Cockle growth. Presentation of Final Research Report for project COC2007-01D to the Ministry of Fisheries Shellfish Working Group, 5 December 2011, Wellington.

Bian, R.; Williams, J.R. (2011). Modelling scallop dredge efficiency. Presentation of Final Research Report for projects SCA2008-02 and SAP2009-13 to the Ministry of Fisheries Shellfish Working Group, 5 December 2011, Wellington.

Williams, J.R. (2011). Distribution and abundance of toheroa and tuatua at Ninety Mile Beach in 2010 and Dargaville Beach in 2011. Presentation of Final Research Report for Ministry of Fisheries projects TOH200901 and TOH201001 to Tangata Whenua of Dargaville Beach, 25 November 2011, Dargaville.

Williams, J.R. (2011). Distribution and abundance of toheroa and tuatua at Ninety Mile Beach in 2010 and Dargaville Beach in 2011. Presentation of Final Research Report for Ministry of Fisheries projects TOH200901 and TOH201001 to the Te Hiku o Te Ika Forum, 24 November 2011, Kaitia.

Williams, J.R. (2011). Distribution and abundance of toheroa and tuatua at Ninety Mile Beach in 2010 and Dargaville Beach in 2011. Presentation of Final Research Report for Ministry of Fisheries projects TOH200901 and TOH201001 to the Ministry of Fisheries Shellfish Working Group, 15 November 2011, Auckland.

Williams, J.R. (2011). Fisheries stock assessment for New Zealand scallops. University lecture to Marine 302 undergraduates – Dynamics of marine systems: The role of science in management of the marine environment. University of Auckland, New Zealand, 26 September 2011.

Tuck, I.D.; Williams, J.R. (2011). Scallop enhancement in SCA 7. Presentation of research progress for project SAP2010-14 to the Ministry of Fisheries Shellfish Working Group, 14 July 2011, Nelson.

Williams, J.R.; Michael, K.P. (2011). Survey of scallops and oysters in Golden Bay, Tasman Bay, and the Marlborough Sounds, 2011. Presentation of client report for NIWA project CSE11301 to the Ministry of Fisheries Shellfish Working Group, Nelson, 18 July 2011.

Williams, J.R.; Hartill, B. (2011). Characterisation of the Northland (SCA 1) scallop fishery. Presentation of project SEA2010-07 to the Ministry of Fisheries Shellfish Working Group, 23 June 2011, Auckland.

Tuck, I.D.; Williams, J.R. (2011). Cockle growth update. Presentation for project COC2007-01D to the Ministry of Fisheries Shellfish Working Group, 23 June 2011, Auckland.

Williams, J.R.; Bian, R. (2011). Modelling scallop dredge efficiency: model results. Presentation of project SAP2009-13 (linked to previous project SCA200802) to the Ministry of Fisheries Shellfish Working Group, 12 April 2011, Auckland.

Tuck, I.D.; Williams, J.R. (2011). Scallop growth update. Presentation for project SCA2009-03 to the Ministry of Fisheries Shellfish Working Group, 12 April 2011, Auckland.

Williams, J.R. (2011). Overview of NIWA research on toheroa and tipa, and the design for the 2011 survey of toheroa at Ripiro (Dargaville) Beach (MFish project TOH2010-01). Presentation to Te Uri o Hau, 19 March 2011, Waikaretu Marae, Pouto, Northland.

Williams, J.R. (2010). Distribution and abundance of toheroa on Ninety Mile Beach. Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 25 November 2010. Project TOH200901.

Williams, J.R. (2010). Toheroa abundance. Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 25 November 2010. Project TOH200703.

Williams, J.R. (2010). Abundance of scallops (*Pecten novaezelandiae*) in Coromandel recreational fishing areas, 2010. Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Wellington, 4 November 2010. Project SCA200801B.

Williams, J.R. (2010). Fisheries stock assessment for New Zealand scallops. University lecture to Marine 302 undergraduates – Dynamics of marine systems: The role of science in management of the marine environment. University of Auckland, New Zealand, 22 September 2010.

Williams, J.R. (2010). Biomass survey and stock assessment for the Coromandel scallop fishery, 2010. Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 16 September 2010. Project SCA200701C.

Williams, J.R. (2010). Review of CAY and catch for the Coromandel scallop fishery (SCA CS). Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 16 September 2010. Projects SAP200910.

Williams, J.R. (2010). Survey of scallops and oysters in Golden Bay, Tasman Bay, and the Marlborough Sounds, 2010. Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Wellington, 6 July 2010. NIWA Project: CSE10301

Williams, J.R. (2010). Survey of scallops and oysters in Golden Bay, Tasman Bay, and the Marlborough Sounds, 2010. Presentation to the Challenger Scallop Enhancement Company Ltd, Nelson, 2 July 2010. NIWA Project: CSE10301

Williams, J.R.; (2010). Scallop enhancement in Northland. Presentation to the Northland Scallop Enhancement Company AGM, 11 June 2010, Forum North, Whangarei.

Williams, J.R. (2010). Biomass survey and stock assessment for the Coromandel scallop fishery, 2010. Presentation to the Coromandel Scallop Fishermen's Association AGM, Whangamata, 10 June 2010. Project SCA200701C.

Williams, J.R. (2010). Plans for the 2010 stock assessments of Coromandel and Northland scallops. Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 23 March 2010. Projects SCA200701C and SCA200702C.

Williams, J.R. (2010). Enhancing tipa harvest in Tai Tokerau. Presentation to the Te Hiku o Te Ika Fisheries Forum, 13 March 2010, Roma Marae, Ahipara, Northland.

Williams, J.R. (2010). Design for the 2010 survey of toheroa at Te Oneroa-a-Tōhē (Ninety Mile Beach). Presentation to the Te Hiku o Te Ika Fisheries Forum, 13 March 2010, Roma Marae, Ahipara, Northland.

Williams, J.R. (2010). Abundance of scallops (*Pecten novaezelandiae*) in Coromandel recreational fishing areas, 2009. Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 22 January 2010. Project SCA200801A.

Williams, J.R. (2010). Biomass survey and stock assessment for the Coromandel scallop fishery, 2009. Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 21 January 2010. Project SCA200701B.

Williams, J.R.; Bian, R. (2010). Modelling scallop dredge efficiency. Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 21 January 2010. Project SCA200802.

Williams, J.R. (2009). Design for the 2010 survey of toheroa on Ninety Mile Beach. Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 8 December 2009. Project TOH2009-01.

Williams, J.R. (2009). Tipa enhancement in Tai Tokerau. Presentation to Ngati Kuta and Patukeha hapu, Te Rawhiti marae, Bay of Islands, 8 November 2009. Project TTWH103.

Williams, J.R. (2009). Fisheries stock assessment for New Zealand scallops. University lecture to Marine 302 undergraduates – Dynamics of marine systems: The role of science in management of the marine environment. University of Auckland, New Zealand, 29 September 2009.

Williams, J.R. (2009). Scallop biology, ecology, and fisheries stock assessment in New Zealand. Presentation at the NIWA Fisheries and Marine Ecology Seminar Series, NIWA Head Office, Auckland, New Zealand, 20 August 2009.

Williams, J.R. (2009). Northland scallop enhancement. Presentation to Northland Scallop Enhancement Company, Kaitaia, Northland, 7 July 2009. Project TTWH103.

Williams, J.R. (2009). Biomass survey and stock assessment for the Coromandel scallop fishery, 2009. Presentation to the Coromandel Scallop Fishermen's Association AGM, Whangamata, 19 June 2009. Project SCA200701B.

Williams, J.R. (2009). Review of the Challenger (SCA 7) scallop fishery. Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Wellington, 30 March 2009. Project SCA200704.

Williams, J.R. (2009). Biomass survey and stock assessment of cockles (*Austrovenus stutchburyi*) on Snake Bank, Whangarei Harbour, 2009. Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 23 March 2009. Project COC200701B.

Williams, J.R. (2009). Plan for the 2009 stock assessments of Coromandel and Northland scallops. Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 23 March 2009. Projects SCA200701B and SCA200702B.

Williams, J.R. (2009). Enhancing tipa harvest in Tai Tokerau. Presentation to the Te Hiku o Te Ika customary fisheries forum, Kaitaia, 10 March 2009. Project TTWH093.

Williams, J.R. (2009). Enhancing tipa harvest in Tai Tokerau. Presentation to Patuharakeke, Takahiwai marae, Whangarei, 13 January 2009. Project TTWH093.

Williams, J.R. (2008). Enhancing tipa harvest in Tai Tokerau. Presentation to Ngati Kuta, Te Rawhiti marae, Bay of Islands, 30 November 2008. Project TTWH093.

Williams, J.R. (2008). Enhancing tipa harvest in Tai Tokerau. Presentation to Ngati Kuta representatives, NIWA Head Office, Auckland, 20 November 2008. Project TTWH093.

Williams, J.R. (2008). Enhancing tipa harvest in Tai Tokerau. Presentation to Patuharakeke, Takahiwai marae, Whangarei, 7 November 2008. Project TTWH093.

Williams, J.R.; Tuck, I. (2008). Enhancing tipa harvest in Tai Tokerau. Presentation to Northland Scallop Enhancement Company representatives, Awanui, Northland, 6 November 2008. Project TTWH093.

Williams, J.R. (2008). Abundance of scallops (*Pecten novaezelandiae*) in Coromandel recreational fishing areas, 2008. Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 3 September 2008. Project SCA200703.

Williams, J.R. (2008). Biomass survey and stock assessment for the Coromandel scallop fishery, 2008. Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Wellington, 21 July 2008. Project SCA200701A.

Williams, J.R. (2008). Enhancing tipa harvest in Tai Tokerau. Presentation to the Northland Scallop Enhancement Company AGM, Whangarei, 16 June 2008.

Williams, J.R. (2008). Biomass survey and stock assessment for the Coromandel scallop fishery, 2008. Presentation to the Coromandel Scallop Fishermen's Association AGM, Whangamata, 13 June 2008.

Williams, J.R. (2008). Abundance of scallops (*Pecten novaezelandiae*) in Northland and Coromandel recreational fishing areas, 2007. Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 15 April 2008.

Williams, J.R. (2008). Biomass survey and stock assessment of cockles (*Austrovenus stutchburyi*) on Snake Bank, Whangarei Harbour, 2008. Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 15 April 2008.

Williams, J.R. (2008). Biomass surveys and stock assessments for the Coromandel and Northland scallop fisheries, 2007. Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 15 April 2008.

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Williams, J.R. (2008). Northland scallop enhancement. Presentation to the Ministry of Fisheries Northland Scallops Fish Plan meeting, Paihia, 11 February 2008.

Williams, J.R. (2007). End of season 1-day scallop survey, 29 Nov 2007, Mercury Islands, SCA CS. Presentation to the Coromandel Scallop Fishermen's Association, Whangamata, 13 December 2007.

Williams, J.R. (2007). Life post university: Marine science at the National Institute of Water and Atmospheric Research (NIWA), Auckland. Presented at the University of Auckland Marine Science Minisymposium, Auckland, 30 October 2007.

Williams, J.R. (2007). "Biomass survey and stock assessment of cockles (*Austrovenus stutchburyi*) on Snake Bank, Whangarei Harbour, 2007". Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 12 April 2007.

Williams, J.R. (2007). "Biomass surveys and stock assessments for the Coromandel and Northland scallop fisheries, 2006". Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 12 April 2007.

Gilbert D.; Williams J.R. (2007) "Estimating scallop dredge efficiency". Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 12 April 2007.

Williams, J.R. (2007). "Abundance of scallops (*Pecten novaezelandiae*) in Northland and Coromandel recreational fishing areas, 2006". Presentation to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 14 February 2007.

Williams, J.R. (2007). "Distribution and abundance of toheroa on Ninety Mile beach". Presentation (on behalf of Mark Morrison) to the Ministry of Fisheries Shellfish Fishery Assessment Working Group, Auckland, 14 February 2007.

Williams, J. R. (2006). Stock assessment methodology for scallops (*Pecten novaezelandiae*). Presentation to Ministry of Fisheries Shellfish Fishery Assessment Working Group, 9 June 2006, Auckland.

Williams, J. R.; Cryer, M.; Hooker, S.H.; McKenzie, J.R.; Smith, M.D.; Watson, T.G.; Mackay, G.; Tasker, R. (2006). Biomass survey and stock assessment of pipi (*Paphies australis*) on Mair Bank, Whangarei Harbour, 2005. Presentation to Ministry of Fisheries Shellfish Fishery Assessment Working Group, 11 April 2006, Auckland.

Williams, J. R.; Smith, M.D.; Mackay, G.; (2006). Biomass survey and stock assessment of cockles (*Austrovenus stutchburyi*) on Snake Bank, Whangarei Harbour, 2006. Presentation to Ministry of Fisheries Shellfish Fishery Assessment Working Group, 11 April 2006, Auckland.

Curriculum Vitae of Juliane Chetham

Personal Data

- Iwi/Haapu: Ngatiwai me Ngati Whatua me Ngapuhi/ Patuharakeke
- Place of Birth: Whangarei, New Zealand

Personal Highlights

- Completion of Master of Science degree in Geography
- Traveling the world, meeting my husband and being blessed with three lovely children.
- Developed expertise and skill set in environmental and resource management and provide leadership on these issues for Hapu and Hapu Trust Board.
- Management and Governance experience including management of Environs Holdings Ltd and Board member of Patuharakeke Te Iwi Trust Board.
- Extensive experience in advocating for environmentally sustainable communities.
- Extensive experience in brokering sustainable relationships including managing complex inter-whanau, hapu and iwi dynamics and various industry relationships.
- Development of excellent time management skills, preparation and timely delivery of complex projects.
- Entrusted by whanau and hapu to steer Treaty relationship with a range of Crown agencies.
- Proficient in tikanga based practice and te reo me nga tikanga.
- Representative on the EPA's Maori National Network, The Kauri Dieback Programme's Tangata Whenua Reference Group, Te Tai Tokerau Iwi Technicians Forum, and Wai Ora Northland – Whangarei Harbour Catchment Group.
- Involvement in; hockey coaching, permaculture and gardening, St Francis Xavier Catholic Primary School Whanau Committee.

Relevant Skills and Experience

Relationship Management and brokering Long-term Partnerships

- Built respectful collaboration with various parties and industries to build long-lasting respectful and productive partnerships within communities, government agencies, industries and Iwi and Hapu.
- Experienced in working with Government agencies and NGOs.

Environmental Policy and Practice

- Highly proficient in the preparation of Cultural Impact Assessments (CIAs)
- Experienced in developing cultural monitoring frameworks for the environment/resources.
- Hapu representative for whanau and hapu in environmental hearings and mediations.
- Experienced in working with various environmental legislation and policy frameworks: Resource Management Act, Local Government Acts Hazardous Substances and New Organisms Act, Conservation Act plans and policies at both national and local levels.
- Experienced in providing advice in the development of local government policy regarding tangata whenua engagement.
- Advisor on environmental impact of development activities within coastal, cultural and rural communities.

Collaboration/ Community Engagement

- Established and maintained diverse partnerships to achieve community outcomes.

- Developed trusting relationships with whanau, hapu, iwi and other community stakeholders.
- Strong understanding of tikanga Maori and the dynamics of Te Tiriti o Waitangi.
- Experienced in working with groups, public presentations and one-on-one situations
- Facilitated consultations with diverse groups of interest bodies
- Community relations expertise- comfortable in public and group presentations

Research/ Submissions/Reporting

- Sound knowledge of environmental research including Matauranga Maori methodologies.
- Highly proficient in conducting cultural environmental impact assessment, mitigation plans, environmental and fisheries management plans and effective reporting.
- Ability to analyse a range of evidence to write accountability and funding reports/proposals/plans.
- Completed consultation processes with diverse communities.
- Prepared presentations for range of regional and national forums.
- Experienced in developing submissions for local and central government within pressured timeframes, and experienced Environment Court witness.

Account and Contract Management, Monitoring and Reporting

- Monitoring of contract performance from governance, operational and funding perspectives.
- Experience in development and negotiation of contracts with funders; ensuring alignment to strategic internal and external priorities and identified community needs.
- Led strategic and business planning and responsible for financial management in not for profit and commercially driven ventures.

Maori and Hapu Development

- In-depth understanding of the dynamics of whanau, hapu and iwi.
- Conversant in the tikanga of Ngatiwai, Ngapuhi, Ngati Whatua and Patuharakeke and the intricacies of manaakitanga, kaitiakitanga, rangatiratanga and wairuatanga.
- Involved in the revitalisation and reinvigoration of Takahiwai marae and Patuharakeke Hapu.
- Taken responsibility for leadership roles in relation to relationships with local industry within rohe/tribal region.
- Extensive experience on marae and hapu committees and iwi governance bodies advancing development aspirations.
- Fundraising, strategic planning, risk management, advocacy, event management, capacity building, mentoring, supervision and evaluation roles within this work.

Management/ Leadership

- Experienced in the practicalities of staff management in particular: recruitment; performance management; working cross-culturally; workforce development planning; orientation, conflict resolution.
- Represented organisations in a variety of strategic forums at regional and national levels.
- Understand distinction between governance and management, with practical experience in both.
- Ability to operate in politicised external operating environment and experience at establishing staff and management buy-in to change management processes.

Relevant Work History

July 2009 – Present : Self Employed/ Chetham Consulting

- Environmental Contracting to Whangarei District Council, Northland Regional Council, Ngati Hau, Ngati Hine, Te Runanga o Te Rarawa, Whatitiri RMU, Environs Holdings Ltd, Ministry for the Environment, Te Puni Kokiri, Ministry of Primary Industries, Refining NZ Ltd, ERMA/EPA, and Auckland International Airport Ltd. Preparation of Cultural Impact Assessments, Iwi/Hapu engagement, Hui Facilitation, Guidelines and Policy Development, Cultural Health Monitoring Methodologies.
- Acting Chairperson on Patuharakeke Te Iwi Trust Board (Leading Resource Management and Customary Fisheries Portfolio)
- Executive Committee Member – Tangata Whenua Roopu, Kauri Dieback Joint Agency Response. Development of a methodology framework for monitoring of Kauri ecosystems using Māori Cultural Health Indicators.
- Member - Whangarei Harbour Catchment Advisory Group.

April 2006 – July 2009: Te Uri O Hau/ Environs Holdings Ltd Manager

- Management of the Kaitiaki unit of Te Uri O Hau. Assessing resource consent applications within the rohe and producing Cultural Impact Assessments, developing environmental and customary fisheries strategies and maintaining relationships with MOU partners (Councils) and Protocol partners (Crown agencies). Responding to central and local government policy. Also providing leadership and project management to the Integrated Kaipara Harbour Catchment Management Project. Financial and strategic planning for the company and reporting to Environs Governance Board, Te Uri o Hau Settlement Trust, Kahui Kaumatua and the wider hapu regularly.

May' 2004 – March 2006: Whangarei District Council – Resource Consents Division

- Development of Service Level Agreements and management of external consultants engaged in processing resource consents for the council. Coordination of the hearing process for the (then) proposed Coal Fired Plant at Marsden Point, and general subdivision and land-use consent processing.

September 1999 – April 2003: The Netherlands (Various)

- UPC Distribution Services BV- Contracts Management Specialist/Technology Buyer
- Cisco Systems International B.V. - Inventory Planning Manager
- Unisys B.V - Toshiba Customer Service Contract.

August 1994 – March 1999: New Zealand (Various)

- Mitchell Partnerships Ltd - Environmental Consultant
- Geography Department, University of Auckland - Tutor for Stage II paper: "Resources and Environmental Management"
- Student Learning Centre, University of Auckland - Academic Peer Tutor for the Maori Division of the University's Student Learning Centre.
- Auckland Institute and Museum - Marine Research Technician.

Publications & Presentations

Sample Publications

- *Cultural Impact Assessment, Hikurangi Swamp Scheme*, Commissioned by Whangarei District Council (2009), with Tui Shortland.
- *Cultural Effects Assessment, Whangarei Racing Club, Private Plan Change Application (December 2011)*, with Ani Pitman (on behalf of Patuharakeke Trust Board).
- With Tui Shortland, Repo Consultancy, *A Coastal Cultural Health Index for Te Tai Tokerau: Project Evaluation Report*, prepared for the Ministry for the Environment, 2010
- Proposed 2nd Generation Regional Policy Statement for Northland "Resource Management Issues of Significance to Tangata Whenua, Final Report (July 2011), with Alison Newell.
<http://www.nrc.govt.nz/Download/?file=/upload/9771/Issues%20of%20Significance%20to%20Tangata%20Whenua.pdf>
- Whangarei District Council Growth Strategy: *Sustainable Futures 30/50, Iwi/Hapu Report* (October 2009), with Tui Shortland.
[http://www.wdc.govt.nz/PlansPoliciesandBylaws/Plans/SustainableFutures/Documents/Sustainable Society and Culture/Iwi-Hapu-Report.pdf](http://www.wdc.govt.nz/PlansPoliciesandBylaws/Plans/SustainableFutures/Documents/SustainableSocietyandCulture/Iwi-Hapu-Report.pdf)

Sample Submissions/Hearings Evidence/Presentations

- With A Pitman, Patuharakeke Te Iwi Trust Board, Submission on a Resource Consent Application by Whangarei District Council for Ruakaka Wastewater Long-Term Consents Project, Northland Regional Council Commissions (August 2011).
- Maori Cultural Environmental Monitoring Stocktake: Presentation to the National Environmental Reporting Forum (May 2010)
<http://www.mfe.govt.nz/environmental-reporting/about/partnerships/forum-2010-05-11/juliane-chetham-lessons-learned.pdf>
- Empowering Kaitiaki: *Developing Integrated Monitoring Strategies in Te Tai Tokerau*, Presentation to the National Environmental Reporting Forum (October 2009).
<http://www.mfe.govt.nz/environmental-reporting/about/partnerships/forum-2009-10-20/chetham.pdf>
- With L Makey, *The interface between western scientific knowledge and Mātauranga Māori in the ecosystem-based management of the Kaipara Harbour*, Presentation to New Zealand Marine Sciences Society (September 2009).

Education & Training

1993 – 1998 The University of Auckland, New Zealand

- 1993 - 1995 Bachelor of Science: Double Major Geography and Science, Core subjects included Physical and Cultural Geography, Biology, Organic Chemistry, Biology and Zoology, Marine Science, and Conservation Management.
- 1996 - 1998 Master of Science: Majoring in Geography, core subjects included Resource Management/Environmental legislation, Coastal Planning, Nature/ Conservation Management and a Thesis topic (First Class Honours grade).

References

- Riaan Elliot: Manager Environmental Affairs, Refining NZ Ltd, Tel 09 4328311 ext. 8650; Email: Riaan.elliott@refiningnz.com
- Ani Pitman: Regional Relationship Manager, Northern Branch, Ministry of Social Development, Tel: 029 2006653; Email: Ani.Pitman007@msd.govt.nz
- Deborah Harding: Acting CEO, Te Uri o Hau Settlement Trust, Tel 021 714254; Email: dharding@uriohau.co.nz

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ISSUE: Chairman's Report to Council**ID:** A801865**To:** Council Meeting, 15 December 2015**From:** Bill Shepherd, Chairman**Date:** 6 December 2015

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

Executive summary:

This report is to receive information from the Chairman (**attached**) on meetings/events attended and correspondence sent for the month of November 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 6 December 2015 be received.

Meetings/events attended:

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

- Meetings attended with the council's CEO, Malcolm Nicolson:
 - UNISA meeting held in Auckland.
 - Peter Reidy, CEO, KiwiRail – update on the joint venture between Northland Regional Council and KiwiRail regarding the Marsden Point rail corridor.
 - Rob Forlong, CEO, Whangarei District Council and David Wilson, CEO, Northland Inc. – Te Tai Tokerau Action Plan.
 - Second oil exploration information workshop.
 - Rodger Murphy, Deloitte – Risk and internal audit approach workshop.
 - Northland MPs and councillors – tour of Northport facilities, briefing on the port's strategic plans, and general discussion on the port.
 - Northland councils' governance strategic planning workshop.
 - Regional Sector Group meeting and strategy session held in Wellington.
- Rodger Murphy, Deloitte – Risk and internal audit approach.
- Conference call with Ernst Zöllner, New Zealand Transport Agency – NTZA update.
- Councillor Paul Dimery and I attended the Whangārei Strategic Alliance meeting held with the Whangarei District Council Leadership Team.
- Regular teleconference calls with the Mayors of Whangarei and Far North District Councils and the Chairman of Commissioners of Kaipara District Council.
- Councillor Graeme Ramsey; Jonathan Gibbard, Group Manager, Governance and Strategy; and I attended the Kaipara Harbour Joint Political Committee meeting held in Kaiwaka.
- Mayors Taskforce for Jobs Industry Training Organisation Graduation.
- Lindsay Faithfull – Northland Regional Economic Development Advisory Group.
- Shane Reti, Member of Parliament for Whangārei – economic development issues for the region.
- Tai Tokerau Northland Economic Action Plan Advisory Group meeting.
- David Wilson, CEO, Northland Inc. – progressing the Northland Economic Development Action Plan.
- Murray Broadbelt, Employer Services – request for feedback on the council reorganisation process.
- Institute of Directors breakfast.
- Councillor Paul Dimery and I attended the Whangarei Strategic Alliance meeting.

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Correspondence:

During November I sent out the following correspondence:

Date	Addressed To	Subject
11.11.15	Haami Piripi Chairman Te Rūnanga o Te Rarawa Rick Witana Chairman Te Rūnanga Nui o Te Aupouri Wallace Rivers Chairman Te Rūnanga O Ngāi Takoto Harry Burkhardt Chairman Ngāti Kuri Trust Board	Joint letter from Northland Regional Council Chairman and Far North District Council Mayor to Te Hiku Iwi - invitation to meet
12.11.15	John Fairley Team Tait Real Estate	Anderson McLean Limited
13.11.15	Martin Gleeson Oceania Marine Ltd	Travel lift acquisition

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ISSUE: Chief Executive's report to council**ID:** A791788**To:** Council meeting, 15 December 2015**From:** Malcolm Nicolson, Chief Executive Officer**Date:** 4 December 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 December 2015 be received.

8.2.1 CROSS DISCIPLINARY PROJECTS

Customer Feedback

Staff received the following feedback from the public.

Kamo Intermediate School students and staff were supported by council staff during the Project Possum Junior held in October. Teachers wrote to council expressing the following comments:

‘...thank you very much for allowing us to use the time of one of your amazing employees...it was great to be able to have someone with his knowledge and passion to be able to bounce ideas off and to debrief after the event through a lens of forward planning for 2016.’

Council Property Update

Residential

- 18 Kotuku Street is under agreement.
- 14 Kotuku Street is on the market.
- A further Kotuku Street property will be listed on the market in the New Year.

Commercial

- The sale of lessor interest of an industrial property is under agreement and is awaiting ministerial acceptance.
- Negotiations on the sale of the lessor's interest in a commercial property is ongoing.

Shared Services

A list of 18 shared service or collaborative opportunities have been identified by Chief Executives of the four Northland councils.

The lead role in examining each service has been divided amongst councils but, generally, all councils are involved in each. NRC is leading shared service investigations into:

- Economic development (via Northland Inc.);
- Property;
- Recreational, cultural and sport facilities (via Sport Northland);
- GIS;
- Human resources & health and safety; and
- Emergency management & rural fire.

The emergency management & rural fire workstream is now complete.

The Local Government Commission is taking an interest in Northland's shared services programme. They are currently proposing to work closely with councils on Roding and Transport (WDC led), Four Waters (WDC led) and possibly Information Services/IT (FNDC led), refer to items 7.1, 7.2 and 7.3 for further information.

The Commission has clearly signalled an interest in funding studies where information gaps exist.

A MOU between the Commission and Council is being drafted.

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Waiora Northland Water

Priority catchment group events that took place during the reporting period included	
Doubtless Bay	Workshop
Mangere	Meeting
Whāngārei	Workshop
Waitangi	Meeting
Poutō	Meeting
Ngunguru	Inaugural meeting

During November, staff introduced the draft catchment plan structure to the catchment groups (except Ngaungauru). The draft plan is to be populated by the catchment groups in conjunction with staff between February and May 2016.

Dr Graeme Doole, Professor of Environmental Economics, and his colleague Dan Marsh introduced Poutō catchment group to their proposed model which will evaluate various management options for improving water quality in Poutō's dune lakes.

River Awards

Northland Regional Council has picked up another award for improving water quality at the 2015 Morgan Foundation New Zealand River Awards. Council received an award for Mangahuru Stream, which achieved 8th most improved reduction (3.9%) in dissolved inorganic nitrogen at the awards held 26 November in Wellington. The improvements are a result of upgrades to the wastewater treatment plant, improved farming practices and stricter enforcement of farm effluent regulations. Water quality in the stream is still poor, but heading in the right direction.

A full update on Waiora Northland Water activities was reported to the Environmental Management Committee meeting of 7 December 2015.

Local Government Official Information (LGOIMA) Requests

During month of November 2015	
Number of LGOIMA requests received	5
Number of LGOIMA requests completed ≤ 20 working days	8
Number of LGOIMA requests not completed ≤ 20 working days	0

8.2.2 RESOURCE MANAGEMENT**Proposed Regional Policy Statement**

The only outstanding RPS appeal issue remaining to be heard by the courts is genetic engineering. Federated Farmers appealed the decision of the Environment Court (that there is jurisdiction to include genetic engineering provisions in the RPS) to the High Court and the hearing is scheduled to take place in February 2016. If the High Court finds that there is jurisdiction, there will then be an Environment Court hearing on the merits of the RPS managing genetic engineering. It is likely that it won't be until late 2016 until this is resolved.

Staff will be recommending to Council that the RPS be made operative (except for the matters relating to GE) early in the New Year. The main impetus for this recommendation is that an operative RPS will provide certainty for district councils that plan changes to give effect to the RPS can be progressed.

New regional plan

The RPC has covered content for air quality, hazardous substances, contaminated land, natural hazards, mangroves, aquaculture, marine pests, dredging, reclamations, moorings, anchorages, marinas, point source discharges, and wetlands. There have also been a number of background discussions and presentations on water management.

Other Resource Management Issues***Resource Legislation Amendment Bill 2015***

The Resource Legislation Amendment Bill 2015 was introduced to Parliament on 26 November 2015. The Bill proposes changes to the Resource Management Act 1991, the Reserves Act 1977, the Public Works Act 1981, the Conservation Act 1987, the Environmental Protection Authority Act 2011, and the Exclusive Economic Zone and Continental Shelf (Environmental Effects) Act 2012, with the overarching purpose to create an improved resource management system.

Some of the key proposed changes that would impact on how council currently undertakes its roles and responsibilities under the RMA include:

- Providing for a national planning template to be developed.
- Elevating the management of significant risks from natural hazards to a Section 6 'matter of national importance' under the RMA.
- Introducing two new plan-making options under the RMA – a 'streamlined' planning process and a 'collaborative' planning process.
- New provisions for iwi participation in plan making processes in Schedule 1
- Changes to the consenting system under the RMA, including a 10 working day limit for "fast-track" applications, which includes all regional consent applications for controlled activities.

It is anticipated that the Bill will be referred to the Local Government and Environment Select Committee for consideration by the end of the year. This will provide an opportunity for council to provide input into the select committee process.

Land and Water Forum

The Land and Water Forum (LAWF) released its fourth report to government on water management on 27 November 2015 (LAWF is a forum of industry groups, environmental and recreational NGOs, iwi, scientists, and other organisations with a stake in freshwater and land management).

The LAWF report outlines 60 new recommendations for how New Zealand should improve its management of fresh water and deliver on the intent of the National Policy Statement for Freshwater Management. Staff are still assessing the report but note that a key recommendation is a framework for excluding stock from waterways. The report is available from: <http://www.landandwater.org.nz/>

District Plans***Plan Change 124 – Built Heritage***

The Whangarei District Council has released its proposed Plan Change 124 – Built Heritage. This plan change proposes to introduce a new consolidated District-wide chapter (Historic Heritage) replacing existing chapters 13, 58 and Appendix 3. The plan change includes objectives, policies and rules relating to works on scheduled built heritage items and provisions relating to dry stone walls and signage.

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Submissions closed on 18 November. Council made a submission supporting elements of the plan change as well as drawing attention to the need to give effect to policies on historic heritage in the RPS. The submissions also highlighted the work taking place through the draft regional plan on identifying historic heritage in fresh and coastal water and the need for a joined-up approach where sites cross jurisdictional boundaries.

Plan Change 130 - Bulk Format Retail Environment

Whangarei District Council decision on Plan Change 130 was appealed to the Environment Court (Council submitted in opposition to elements of this plan change but did not become a party to the appeal). The Court has decided in favour of the appellant YMG Yovich and allowed the appeal on the grounds the plan change would represent sporadic development contrary to the intent of the district plan.

Land use and subdivision applications

During November 2015, 9 non-notified resource consent applications were formally received from district councils. No issues were raised in relation to these applications by Planning and Policy staff.

Consents***Consents in Process***

During November 2015, a total of 75 decisions were issued. These decisions comprised:

3	Moorings
31	Coastal Permits
4	Air Discharge Permits
2	Land Discharge Permits
7	Water Discharge Permits
16	Land Use Consents
7	Water Permits
5	Bore Consents

The processing timeframes for the November 2015 consents ranged from:

- 341 to 2 calendar days, with the median time being 28 days;
- 188 to 2 working days, with the median time being 19 days.

39 Applications were received in November 2015.

Of the 123 applications in progress at the end of November 2015:

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

Appointment of Hearing Commissioners

No commissioners were appointed in November 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 November 2015 is (by number):

Applications Publicly/Limited Notified During Previous Month	0
Progress on Applications Previously Notified	5
Hearings and Decisions	1
Appeals/Objections	3

Environmental Monitoring

Compliance and State of the Environment monitoring

A summary of the results of compliance monitoring for the period 1 – 30 November 2015 is discussed below.

Activity	No. of Assessments	No. Fully Compliant	No. Non-Compliant	No. Significantly Non-Compliant	Not exercised during period
Air Discharges	16	16	0	0	0
Coastal	29	22	6	0	1
Land Use	31	28	1	0	2
Discharges to Land or Water	58	37	11	0	10
Total	134	103 (76.9%)	18 (13.4%)	0	13 (9.7%)

Air discharges

A total of 32 air quality related environmental incidents were received, 26 of which related to burning and smoke nuisance and six complaints related to spraydrift.

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

Coastal

Consent monitoring comprised mostly of coastal discharges and coastal structure inspections, and marina water quality sampling commenced for the summer period.

The Kaipara, Bay of Islands and Whāngārei Harbour water quality sampling runs were undertaken during the reporting period. Results indicated low faecal bacteria levels at all sites.

Marine pollution patrols commenced with staff talking to 'yachties' in mooring hot spots, including Ōpua and Whangaroa, ensuring that they were aware of Northland's rules for 'marine sewage'.

Reports of large amounts of algae (seaweed) have been received for a number of beaches. Nuisance amounts of seaweed are not uncommon on beaches, although it is normally found later in the summer.

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A clean up of the Hātea River and Waiarohia Canal was carried out by staff and representatives from WDC and NRC with assistance from the Sea Cleaners Charitable Trust. A total of 960kg of refuse was collected for disposal from this portion of the waterway.

Hazardous Substances

- Two hazardous substances incidents were investigated and resolved.
- Thirty-three enquiries regarding contaminated land were received and responded to.
- A total of 475.9kg of hazardous waste was sent to Auckland for destruction. This included waste from the Far North district transfer stations that were collected by NRC staff during September.

Discharge and Land Use monitoring

Council staff attended the following meetings during the reporting period:

- RMA Northland Forestry Development Group.
- RMA Northland Forestry Development Group subcommittee to review the Forestry Earthworks & Harvesting Guidelines for Northland.

An external audit of the Resource Consent Monitoring Group by TELARC was carried out. There were no non-compliances or areas of concern raised.

Farm dairy effluent (FDE) monitoring

A total of 946 farms will be visited by the contractor or NRC staff before Christmas. To date about 90% of these have been visited and reported on. The results for consented and permitted activity farms are tabled below, and compared with those for the same period last year. There have been notable improvements this season, which is discussed further below.

Consented FDE discharges

A total of 630 consented farms have been visited and reported on. This is about 90% of the total consented farms to be visited. It is very pleasing to note that the significant non-compliance rate has dropped to 12% for this year, compared with 19% this time last year.

Full Compliance		Non-Compliance		Significant Non-Compliance	
This Year	Last Year	This Year	Last Year	This Year	Last Year
383	350	170	152	77	119
61%	56%	27%	25%	12%	19%

Non-consented FDE discharges

A total of 224 non-consented farms have been visited and reported on. This is about 92% of the total non-consented farms to be visited. The rate of significant non-compliance for non-consented farms has also had a noteworthy drop this year compared with last year (18% down from 26%).

Full Compliance		Non-Compliance		Significant Non-Compliance	
This Year	Last Year	This Year	Last Year	This Year	Last Year
170	148	13	23	41	61
76%	64%	6%	10%	18%	26%

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The overall rate of significant non-compliance for the year is 14% compared with 21% at the same time last year. This is the first time the overall significant non-compliance rate has been below 20%. Summary tables for the main reasons for significant non-compliance are shown below.

Consented discharges – Reasons for significant non-compliance

	Aug	Sep	Oct	Nov	Total
Water quality test results outside consent limits	2	9	3	4	18
Untreated effluent discharged to water (e.g. feedpad; underpass; entry/exit race; stormwater bypass)	4	20	5	1	30
Discharge from irrigator to water	2	1	1	0	4
Excessive ponding; overland flow; discharge from irrigator into setback distances	2	1	0	2	5
Inadequate management (e.g. broken pipes, sump overflow)	0	5	5	3	13
High risk of adverse environmental effects (but no discharge to water at time of inspection)	0	1	0	0	1
Required upgrade not completed by due date	1	1	1	1	4
Discharge to water when should be irrigating	0	0	1	1	2
Total	11	38	16	12	77

Non-consented discharges – Reasons for significant non-compliance

	Aug	Sep	Oct	Nov	Total
Untreated effluent discharged to water (e.g. feedpad; underpass; entry/exit race; stormwater bypass)	2	11	1	0	14
Unauthorised discharge of treated effluent to water	1	7	2	5	15
Discharge from irrigator to water	1	2	0	2	5
Excessive ponding; overland flow; discharge from irrigator into setback distances	0	0	0	1	1
No (or inadequate) contingency storage	2	0	0	0	2
High risk of adverse environmental effects (but no discharge to water at time of inspection)	0	1	1	2	4
Total	6	21	4	10	41

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Enforcement**Abatement Notices**

There were 16 abatement notices issued during November. These were for:

Farm dairy effluent discharge	10
Introduction of fanworm on a vessel	4
Discharge to air (open burning)	1
Sewage discharge	1

Infringement Notices

There were seven infringement notices issued during November. These were for:

Farm dairy effluent discharge	4
Introduction of fanworm on a vessel	2
Sewage discharge	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. The defendants had arranged for investigative work to be undertaken on the site and we are waiting on the report for this work. A case review teleconference with the presiding Judge is scheduled for 19 February 2016.

Forestry earthworks at Ngawha

Charging documents have been filed with the Kaikohe District Court against two companies and three individuals for alleged offences relating to forestry earthworks occurring between 1 August and 30 November 2014.

LAND MANAGEMENT**Environment Fund Update**

Year to date **\$898,652.10** of the Environment Fund budget from a total budget of \$900,000 has been allocated to a total of **180** projects for land management, biodiversity and biosecurity projects (inclusive of a \$100K over allocation to be met from the Land Management Reserve).

At the EMC meeting on 10th August 2015, approval was given to over allocate the 2015/16 Environment Fund budget by up to \$100,000. In the event that withdrawals are less than the budget, then the budget deficit would need to be met from the Land Management Reserve and an adjustment made to the following years (2016/2017) budget allocation.

Farm Water Quality Improvement Plans (FWQIP) 1 July 2015 to 25 November 2015

Year to date a total of 68 FWQIP's have been commenced, 42 FWQIP's have been completed, with a further 86 in progress.

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Status of FWQIP	Farm Type	Far North	Kaipara	Whāngārei	Total
Plans commenced : 1 July 2015 to 25 November 2015	Dairy	1	0	2	3
	Drystock	20	16	8	43
	Lifestyle	10	4	7	19
		31	20	17	68
Plans completed: 1 July 2015 to 25 November 2015	Dairy	2	1	2	5
	Drystock	9	8	7	24
	Lifestyle	6	1	6	13
		17	10	15	42
Plans still in progress	Dairy	3	8	4	15
	Drystock	28	21	10	59
	Lifestyle	6	3	3	12
		37	32	17	86

ENVIRONMENTAL ASSETS**CoastCare**

A family beach day organised by Baylys Beach Society was attended with a display of information and leaflets about dune restoration and safe beach driving and promotional items.

Compilation of information and data sheets for Ecologically Significant Coastal Bird Areas for the Coastal Plan review has been completed.

Lakes

Two staff members helped organise and attend a visit to the NIWA Research facilities in Hamilton with Lake Omapere Trust members and the Department of Conservation. In 1995 plants of Lake Omapere quillwort (*Isoetes* aff. *kirkii*) were rescued from Lake Omapere before the lake collapsed. The plant is now extinct in the wild and only exists in cultivation at the NIWA facilities and has recently been recognised as the fourth most endangered species in New Zealand. The visit gave the iwi a chance to reunite with their toanga, learn about the plants ecology and discuss future plans for its return to Tai Tokerau and ultimately Lake Omapere.

A meeting was attended at Lake Ngatu to discuss issues affecting the health of the lake and management actions. Stakeholders are collaborating on an approach to address a number of these issues, with several management actions to be undertaken prior to Christmas and an action plan continuing in the New Year.

Biodiversity

Water quality and biodiversity assessments were undertaken at Karikari Bay and Taratara with FWQIP (and biodiversity) plans being prepared. Assistance was provided for the Living Water Tradescantia trial and several properties were assessed for potential FWQIP in conjunction with Living Water biodiversity plans.

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BIOSECURITY**Community Pest Plans**

Two remote monitoring devices called Print Acquisition for Wildlife Surveillance or PAWS have been installed as part of a new pest monitoring technology trial in Warawara Forest. The device uses weight sensors to detect the presence of insects and animals which visit the station – this data is then stored on portable memory cards and can be analysed to determine what species have visited and when.

The weighing is accurate to within one gram and insects as small as weta have been detected using the device elsewhere. Remote monitoring of forest heath with equipment like this that does not need regular checking will add value to forest protection work and help understand the changes due to pest control. The units are still in development and staff will be working with the community and science advisors from Lincoln Agritech over the next few months to improve the technology.

**Batwing passionflower- one to watch**

A recent survey of Batwing passionflower sites demonstrated how quickly this plant matures and fruits. A number of sites missed last spring in Kamo were fruiting as well as the site at Waikare Inlet. This plant can climb to the top of very tall trees smothering them and preventing regeneration. The majority of seed was removed from these sites and the vines treated and a summer survey is planned.

Funding awarded for Kauri dieback survey

The joint agency for Kauri dieback has awarded an additional \$50k to Northland Regional Council to undertake follow up survey on sites where the symptoms of Kauri dieback disease sites have been observed. As an outcome of this contract we anticipate private landowners, iwi and other agencies throughout Northland will become more aware of Kauri dieback disease and actions to prevent spread will be better understood.

Biosecurity Institute

NRC hosted a meeting with NZBI in November. They were taken on a field trip to Helena Bay to be shown the current issues of wild ginger spreading into native and pine forests and meet with land owners.

Working with Joint Agencies

Staff were invited to attend a meeting at Whāngārei Heads with other Northland based landcare groups, pest agencies and WWF. Representatives from Te Rarawa spoke of the project at Warawara and Reconnecting Northland Board of Directors were treated

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to a kiwi release. The event was hosted by the Landcare Trust and aimed at sharing some of the progress made by the Landcare Trust and Kiwi Coast.

Pest Control – Environment Fund

Pest control materials have been delivered to more than 40 pest control projects. The majority of materials include traps for possums and stoats however a project to control wilding pines on the coast at Whananaki is also underway. Wilding pines can displace native species and dominate the parts of the coastline - several coast care groups are active in preventing their spread.

**8.2.3 RIVER MANAGEMENT**

Whangarei - Kotuku Dam

The construction works are substantially complete and practical completion certification is expected to be issued in the second week of December. Minor finishing works will continue on through most of December. The dam is now fully functional. An opening ceremony will be organised for February.

The photo below shows the throttle plate installed on the inlet of the 2.1m diameter service spillway pipe, which further restricts the discharge as per design.

**Whangarei Annual Maintenance**

Works are being scoped with a plan start date after the New Year.

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Awanui

A favourable staff report was received for the Whangatane Spillway weir lowering. All submitters concerns have been resolved and a hearing is not required.

Tenders have been received for the Whangatane Spillway weir modification and associated spillway bridge design/construction. The contracts were awarded to the lowest price conforming tenderers, both Northland firms, making for a revised construction estimate of \$455,635 which is below the budget estimate of \$700,000. Commencement of earthworks for the weir modification is set for mid-January 2016, and commencement of bridge construction set for early February 2016.

The annual scheme maintenance tender was awarded to Kaitaia Contractors Limited.

Awanui flood mapping has been completed and this information will be distributed to the public in December. Letters will be sent to all landowners that have property located within the flood zones. This is a statutory obligation for council to make the information available to the public and follows the same procedure we have followed for the other 26 priority river catchments.

Kaeo-Whangaroa

Staff met with Liaison Committee members on 17 November and visited the Whangaroa rivers to confirm the proposed maintenance works programme, this was presented and approved at the 18 November Liaison Committee meeting.

Kerikeri-Waipapa

The resource consents and notice of requirement for the Kerikeri Spillway proposal have been granted. We are now in the appeal period and staff expect the landowner where the spillway is located to appeal the consent decision. An appeal has previously been received on the Public Works Act process, with the Environment Court Judge proposing both appeals be heard together.

The Cobham Road spillway (Kerikeri-Waipapa) work is underway in conjunction with the rock removal work identified in the resource consent hearing.

Kawakawa – Taumarere

A report to the December meeting of the Environmental Management Committee included an agenda item recommending the establishment of a Taumarere Flood Management Liaison Committee.

Kaihu

The Kaihu River model upgrade is progressing. NRC has now provided all survey datasets for project completion. Model calibration results have been delivered and staff are in the process of reviewing them.

Annual river maintenance and tree removal works will commence shortly.

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Minor Rivers Works

Work is underway in catchments where ground conditions are suitable. The table of minor river works for 2015/16 is shown below.

River	Description of Work Programmed for Current Season	Completion Status
AWANUI	Awanui - Bells Hill Drain installation	December
	Awanui - Bells Hill Modelling revision and management option report	Completed
	Awanui - Bells Hill Drain Cleaning/Inclinometer reading	Completed
WAITANGI	Waitangi - Lilly Pond Large Pines, Puriri, Willows	Jan/Feb
WAIARUHE	Waitangi - Willow Planting on Waiaruhe River Bank adjacent to Pt OLC 4	Completed
	Waiaruhe - Tree Removal adjacent to Puketona junction near Top Energy depot	Completed
KAIKOHE	Kaikohe - Willow Blockage Removal, Kaikohe	December
WAIOMIO	Waiomio - Willows/Debris Removal	Underway
OTIRIA MOEREW A	Otiria/Moerewa - Willow removal upstream Pokapu Bridge - mulch/prune sides of high pass spillway	Completed
	Otiria/Moerewa - Bund and vegetation removal @ Kiwi Rail Yard	Underway
OHURI	Ohuri - Machine clean weeds 300 meters downstream of Duddy's Road	Completed
MANGATOA STREAM	Mangatoa-Remove Timber along SH 12 breaching roadside stopbanks	Dec/Jan
WAIMA	Waima - Open Left Span of SH Bridge	Jan/Feb
OMANAIA STREAM	Omanaia Vegetation Removal	Completed
AWAPOKANUI	Awapokanui - Weed Spraying	Jan/Feb
NGUNGURU	Ngunguru - Willows/Debris Removal	Completed
OTAICA	Otaika - Willows/Sediment Removal	December

Hydrology

- A new water level station was installed on the Kerikeri River at SH10.
- A new rain gauge was installed at Marsden Point Oil Refinery.
- The river and rainfall web upgrade was released with some positive feedback from users.
- Maintenance work occurred at hydrometric stations at Kaihu at Gorge, Opouteke at Brookvale, Mangakahia at Twin bridges
- During December work will begin on securing locations for the 2 webcams planned for installation early next year
- Letters will be sent out over December advising consent holders of the current climate conditions and possible restriction on taking water and reminding relevant water users of the permitted activity rules regarding surface water takes
- Software was developed for predicting recession curves for river flow, this will be particularly important for District Council water takes.

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Rainfall, Ground Water and River Flow Summary

- Rainfall was slightly below average for most of the Region except the Eastern Hills North of Whangarei and Bream Bay which are again well below average this month (Figure 1).
- River flows across Northland were generally below average (Figure 2).
- Most rivers will be reaching MALF within 2-5 weeks if no rainfall is received (Table 1).
- Groundwater level monitoring indicates all aquifers across Northland are beginning to decline; most aquifers are slightly below average levels for November. The Mangawhai aquifer remains well below average levels for this time of the year.

Figure 1:
Rainfall Map November 2015

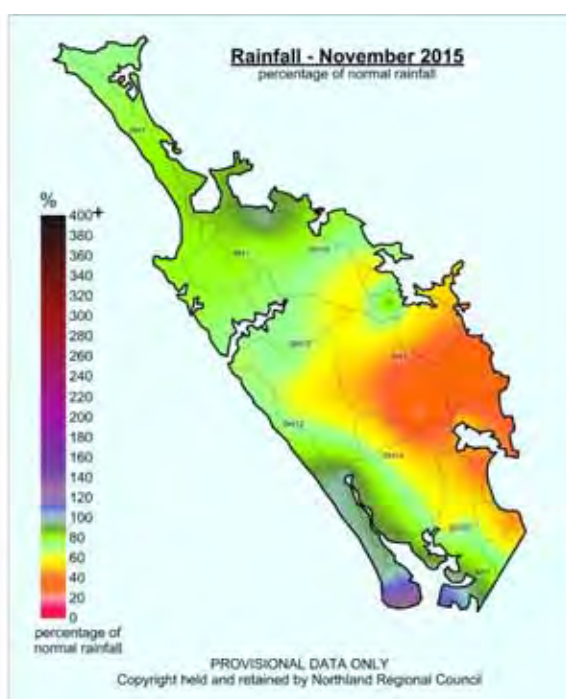


Figure 2:
River Flows November 2015

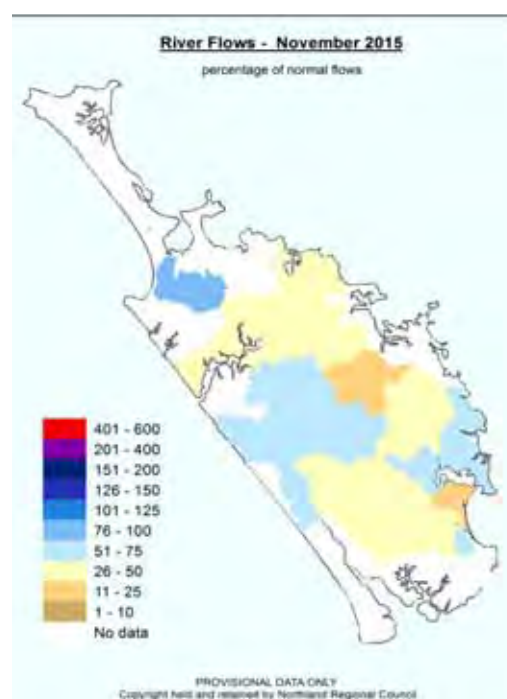


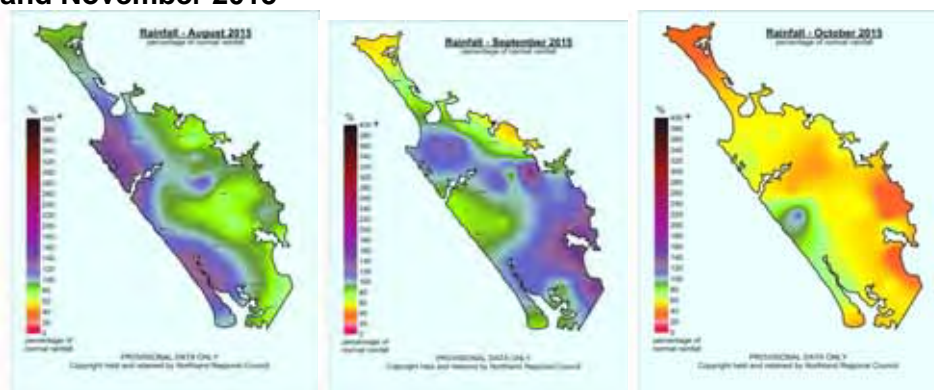
Table 1: Predicted River flows for Northland (Assuming no rainfall from this point onwards):

Water Level recorder	Weeks to reach Mean Annual Low Flow (MALF)	Weeks to reach 1 in 5 year low flow
Awanui at School Cut	5	7
Kaihu at Gorge	2	3.5
Maungaparerua at Tyrees Ford	2	3.5
Ngunguru at Dugmores Rock	5	7

- Soil moisture levels across Northland have begun to decline; all stations are showing soil moisture levels below average but above levels seen pre summer in 2013 (refer to Fig 3).

Figure 3: Soil Moisture Levels

- El Nino is predicted to weaken from January – March 2016, and move into a neutral phase over the winter period. NIWA climate scientists are predicting a 40-45% chance of below average rainfall, river flows and soil moisture.
- The drier east coast conditions currently observed are typical of an El Nino event. In comparing rainfall leading into the 2009/2010 summer the decline in rainfall highlighted by the pinkish coloured rainfall map (refer to Fig 4) was very distinct. The map highlights how quickly conditions can change. Northland has not yet shifted into this low rainfall phase typical of the onset of a sustained dry period, now labelled a “HOT SPOT “ by NIWA. On a national scale using the NIWA drought Index, Northland is faring better than the east coast of the South Island (refer to Fig 5)

Figure 4: Rainfall Patterns (% of average) August, September, October and November 2015

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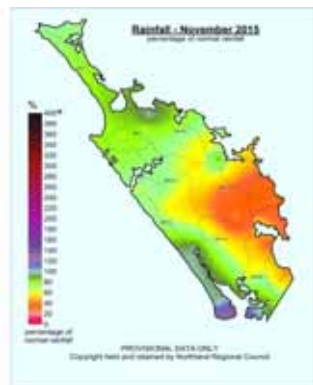
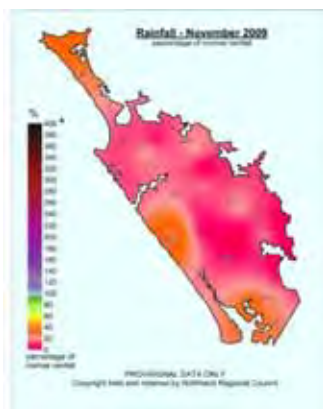
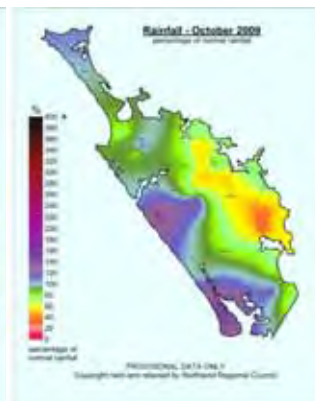
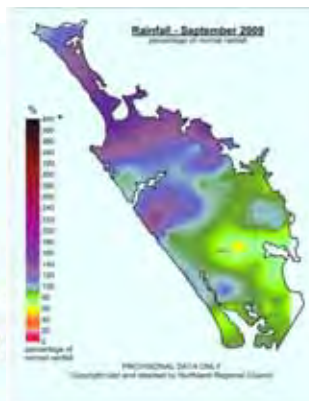
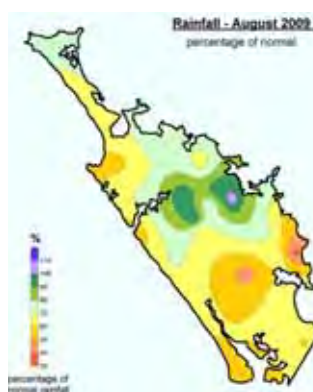
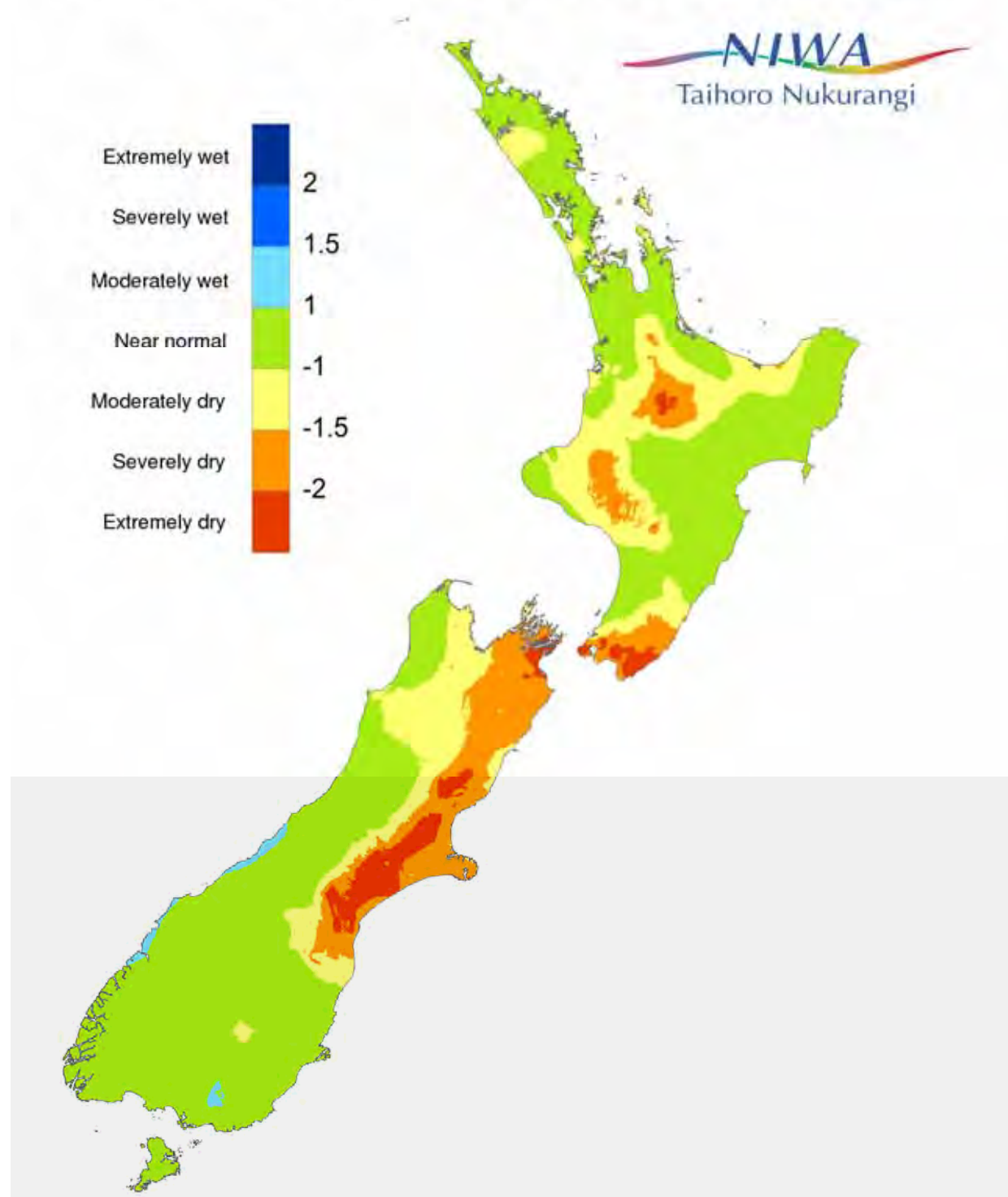
**Rainfall Patterns (% of average) August, September, October and November 2009**

Figure 5: SPI Drought Index

SPI Drought Index for 9am 01/10/2015 to 9am 30/11/2015



NIWA outlook for December 2015 – February 2016

NIWA Outlook: December 2015 - February 2016

Northland, Auckland, Waikato, Bay of Plenty

The table below shows the probabilities (or percent chances) for each of three categories: above average, near average, and below average. In the absence of any forecast guidance there would be an equal likelihood (33% chance) of the outcome being in any one of the three categories. Forecast information from local and global guidance models is used to indicate the deviation from equal chance expected for the coming three month period, with the following outcomes the most likely (but not certain) for this region:

- Temperatures are most likely to be near average (45% chance).
- Rainfall totals are most likely to be below normal (45% chance).
- Soil moisture levels are equally likely (40% chance) to be near normal or below normal.
- River flows are about equally likely to be near normal (40%) or below normal (45%).

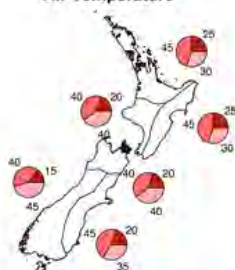
Other outcomes cannot be excluded. The full probability breakdown is:

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

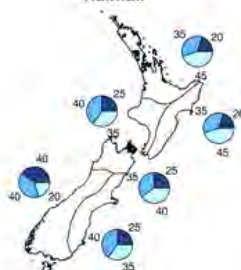
Outlook for December 2015 - February 2016



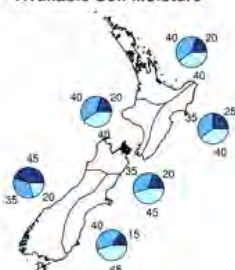
Air Temperature



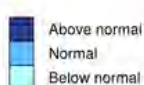
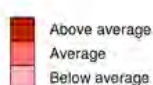
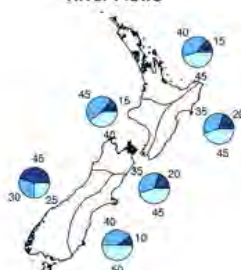
Rainfall



Available Soil Moisture



River Flows



8.2.4 ECONOMIC DEVELOPMENT**Tai Tokerau Northland Economic Action Plan**

Staff from NRC, Northland Inc. the three Northland district councils and central government agencies completed a final draft of the Tai Tokerau Northland Economic Action Plan (TTNEAP). This final draft will be presented to the Cabinet Economic Growth and Infrastructure Committee on 9 December 2015. A presentation on the TTNEAP was made to the Northland Local Governance Strategic Planning Workshop on 26 November. An update on the Action Plan will be provided to council workshop on 15 December. Final editing of the document will occur in December with a launch being planned for early February 2016.

The Action Plan represents an evolving call to action across the region and includes a process for inclusion of new projects that meet the criteria identified in the Study. New projects will be added on an on-going basis during the life of the Action Plan making it a dynamic and living tool for supporting the economic development of the region. The Action Plan will track which actions are taken, it will measure the results that are achieved, and will identify and facilitate the next steps.

Investment and Growth Reserve

The following table records the work done in November on the six projects that have received or been earmarked (i.e. Kawakawa Hundertwasser) investment funding (i.e. loans or impact investment allocations) from the Investment and Growth Reserve (IGR).

Investment Project	Work in November	Future developments/reporting
Northland Strategic Water Infrastructure Study	Received revised draft report on 11 November. Comments by NRC staff provided back 30 November.	Final report will be delivered by 18 December and presented to the council meeting in February 2016.
REL Limited	Received annual financial reporting as per loan conditions from REL. These were reviewed by NRC staff.	REL will provide a presentation on its operations at the December council meeting (Item 10.4).
Twin Coast Discovery Revitalisation	Presentation on progress provided to council workshop on 17 November.	Next report for the six months ended February 2016 due in April 2016.
Twin Coast Cycle Trail	Reviewed response from FNDC regarding the conditions associated with the funding, and the results presented to council workshop on 17 November.	Chair and CEO to discuss issues with FNDC counterparts.
Regional Promotion		First report for the six months ended December 2015 due in February 2016.
Kawakawa Hundertwasser	Received Kawakawa Hundertwasser Park Visitor Centre proposal from Far North Holdings early December.	Review proposal and bring to future council meeting.

8.2.5 HAZARD MANAGEMENT**Civil Defence and Emergency Management*****Warnings and activations***

Date	Event	CDEM Action
15 November	Severe weather watch - Period of heavy rain across Northland	Monitored
21 November	Severe Weather Watch - Northwest Gales around Northland	Monitored

Northland CDEM Group Plan 2016-2021

Submissions on the proposed Northland CDEM Group Plan 2016-2021 closed on 6 November (after a two month submission period) and submissions were heard and considered by the delegated hearings committee on 12 November. The Ministry of Civil Defence and Emergency Management did not make a formal submission within the submission period, however comments received informally and later were taken into account. The hearings committee recommended changes were included in the proposed plan which was put to the 1 December Northland CDEM Group Joint Committee meeting for approval and adoption. However as at that date a formal letter of comment from the Minister of Civil Defence and Emergency Management had not yet been received, the Joint Committee put off adoption and approval awaiting the Minister's letter. This is expected to be completed at the first meeting of 2016 in early March.

Lifelines

The lifelines Group held its regular quarterly meeting on 18 November. This was well attended by key stakeholders. As part of the agenda, the regional fuel plan and the regional electricity plan were discussed and key priority sites further identified.

Further timeframes and scope around projects for 2016 include: Regional lifelines pandemic plan, Air operations plan/helicopter and reconnaissance plan as well as Resilience Benchmarking.

Public Engagement

On Sunday 15 November, Northland CDM was represented with a stand at the 2016 Northland summer safety day. Held at Kensington Park this now annual event has stands from all the emergency services and number of support and community-based organisations the event has been designed to engage the public and in courage thinking about personal safety and responsibility. It was an opportunity to develop communication between the emergency services agencies and public particularly those vulnerable lower socio economic communities. It is estimated approx. 7500 attended the day.

YES Program 2016

The first meeting for the 2016 YES program to be held at Bream Bay was held on 10 November. Emergency services in attendance included in NZ Fire Service, Red Cross, St John, New Zealand Police, Coast Guard and forest protection services.

Surf lifesaving were unable to attend the meeting but indicated they are keen to be involved. The Bream bay program will commence in March 2016 with a second program in the Far North later in the year.

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Professional Development and exercises

Tony Phipps, Claire Nyberg and Simon Weston (WDC) attended the block course component of Controller Training in Christchurch 15-20 November, they will continue for the next 18 months with a continuing professional development plan to meet the full requirements of the course. This brings the total in Northland to nine controllers who have attended the residential phase.

A CIMS 4 three day course and CIMS refresher were completed in the 2nd week of November. A further 4 of each are being confirmed with Tai Poutini Polytechnic, the course providers for 2016.

EMIS Training is continuing with WDC and NRC staff undertaking half day refresher training and all registered users maintaining familiarity with the software through 10 minute online exercises on a monthly basis.

WDC Exercise Puhipuhi

A small table top exercise was run in the WDC EOC on 30 November. There was good staff engagement including all local controllers and EOC managers. The exercise covered the action planning process in the first operational period of a flood response. The hot debrief identified learnings which will be incorporated into the training calendar or planning process where appropriate, these included the need for further cross functional training.

Welfare

On December 1, the national Welfare plan came into effect, this will also mean a name change from WAG (Welfare Advisory Group) to a nationally consistent WCG (Welfare Co-ordination Group). Extensive work has been undertaken to prepare agency groups to the change of responsibilities and this will continue throughout 2016. The quarterly meeting held in November was well attended with approximately 40 representatives from member's organisations.

8.2.6 TRANSPORT**Passenger Transport Administration****Total Mobility**

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

	Total clients	Monthly Actual Expend	Monthly Budget Expend	Variance	Year/Date Actual Expend	Year/Date Budgeted Expend	Variance
October 2015	1153	\$13,227	\$16,666	-\$3,439	\$53,326	\$66,664	-\$13,338

Total Mobility survey

Staff are currently working with the agencies on drafting a survey for Total Mobility clients, the questions will be based on service and usage. The survey will be an opportunity to hear directly from our Total Mobility clients and to gather accurate and up to date statistical information. The survey will canvass the following topics:

- Can we further improve on customer service with the agencies and service providers;
- Is the reason why Total Mobility usage is down simply because the clients can't afford it?

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City Link Whāngārei –

	Actual	Budget	Variance	2014/2015 Actual
November 2015				
Passenger numbers	25,567	26,525	-958	25,562
Farebox revenue (GST exc)	\$52,333	\$57,136	-\$4,803	\$52,497

Passengers carried remains below budget but on par with previous years. The budgeted increase in passenger numbers was based on the then higher fuel prices, and the slow but steady historical increase in annual patronage. With the present low fuel prices, this trend has not materialised. Information gathered from regional councils has indicated a downward trend in most regions other than Auckland.

Provision has been made to operate normal Saturday services on both the 26 December 2015 and 2 January 2016. This will allow for no more than two days of no buses operating during these long weekends.

SuperGold Card Scheme –

SuperGold Card Passengers carried	Actual	Budget	Variance	2014/2015 Actual
November 2015	5,130	5,563	-433	4,784

Otangarei Community Event Day

As reported in the October 2015 report, following incidents of stoning of buses and meetings with the community leaders, an Otangarei Community Event Day has been organised for the 3 December 2015 in Otangarei. The objective of this event is to allow the community to get a better understanding of the bus service and the importance of the safety of the drivers and the passengers.

In addition to the buses, the open day will include the:-

- New Zealand Police;
- New Zealand Fire Services;
- St Johns Ambulance Services; and
- The Red Cross.

Staffing Levels

During the month of November 2015, the Public Passenger Transport Officer remained on sick leave. It is anticipated that this staff member will be away from work until the end of January 2015 at the earliest. Due to the reduction in staffing resources, a number of public transport projects have been curtailed to accommodate for this.

It is uncertain at this time as to the extent these delay may have on the timing and budgeted expenditure on various public passenger transport projects.

Road Safety update

The 2015 year to date national road death toll stands at 288 (263 fatal crashes). This compares to 267 deaths (245 fatal crashes) for the corresponding 2014 period, and 231 fatalities for the 2013 period.

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The year to date Northland road death toll stands at 19. In 2014 there were 13 deaths at the corresponding time.

In 2015 there have been:

- 8 deaths in the Far North district; 9 deaths in the Whāngārei district; and 2 in Kaipara
- 11 – Drivers; 6 – Motor cycle riders; 2 – Pedestrian
- 2 < 14yrs of age; 3 – 20-24yrs; 3 – 25-39yrs; 8 - 40-59yrs; 3 > 60+ yrs.



The above table is still too early to determine if the slight trending down in LOS numbers throughout the year has continued into October and early November. Both November and December are challenging months regarding motor vehicle crash casualty numbers and it won't be until early in 2016 that the full years data for 2015 will be available to give an accurate account of 2015 as a whole.

Truck Education and Health Check Stop

On the 4th November a very successful Truck Education and Health Check Stop was hosted by Northport. Again this project had great partner support. Truck drivers and some Port staff involved in driving heavy vehicles were encouraged to have health checks and complete surveys about basic health, fatigue management etc.

Police, health nurses, NZTA and ACC staff and others were available to discuss health, vehicle and driver issues with the drivers. Refreshments were on hand and driver information kits were handed out to the drivers.



Motorcycle Training Workshop Sunday 15th November 2015

Twenty people registered and attended the whole day motorcycle training and coaching Workshop jointly facilitated by NRC, ACC and ProRider. The quality and experience of the Instructors is of a very high standard and the feedback from the participants was outstanding.

It is intended to try to hold two such training days each year targeting 20-25 riders. The NRC facility was popular starting and finishing at. With the support of the Whangarei District Council the carpark across the road from NRC was able to be used for basic skill testing before riders headed off for lengthy rides around the district experiencing a wide variety of road conditions.

Oil Spill Preparedness and Response

The harbourmaster attended a planning, and an operations work shop for national oil spill response in Auckland. The work is in preparation for a national exercise in May next year.

On the 1 Dec a reasonable sized oil spill response was undertaken at Marsden Point following several tonnes of black oil spilt into the harbour. The spiller has been identified and costs will be recovered. At time of writing the spill response is almost complete. Early indications are the response was very effective, with responders from Northport, the Refinery and NRC, and a number of contractors working well together. Further details will follow in the next report.

Port and Harbour Safety

The harbourmaster chaired the 6 weekly Whangarei harbour safety meeting, the annual oil company safety meeting, and attended a regular pilots meeting. 6 cruise ships were piloted safely into the Bay of Islands.

Hydrographic surveys initiated by Land information NZ (LINZ) are ongoing, with good results in a number of areas including Ranguanu, Hokianga, and Houhora. Updated multi-beam surveys replace old surveys dating to the 1950s, and have found a number of previously unmarked hazards. The survey conducted just this year will have cost well over \$1M, all covered by LINZ.

Maritime staff installed new buoys on the Kai Iwi lakes following ongoing discussions between NRC, KDC and the Taharoa Domain Committee. A speed exemption has also been sorted for Waikare lake for certain dates to accommodate water ski practice and competitions until bylaws can be sorted. Recreational use, and the types of vessels powered and non-powered are being discussed and will be publicly consulted on over the next year. Northland Regional council are taking an increasing role in the management of navigational safety on the lakes. A separate agenda item will request the appointment of enforcement officers for the area.

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Maritime Incidents, Enforcement and Safety

The large 29 metre ex-fishing boat of concern in the Bay of Islands was declared a wreck by the harbourmaster, brought alongside the Opuia wharf dead ship using the council vessel Waikare, and cleaned of all bulk oils. Some 13000 litres of fuel oil, hydraulic oil and dirty bilge oil were recovered to containers on shore and sent to a recycle plant for re-use. The operation was a preventative measure to prevent the possibility of a large spill, as this vessel is deemed in serious risk of sinking by the harbourmaster. Ownership of the vessel is in dispute, and if this is unable to be determined operation costs will be recovered from the oil pollution fund.

The forcible removal and scrapping of the vessel is being progressed, and harbourmaster wreck removal insurance has been invoked. Staff are working with an insurance assessor to keep costs to a minimum. The vessel is too large to remove in the Bay of Islands, so will be towed to Whangarei and cut up by a maintenance facility there.

Another vessel under harbourmaster's direction not to move as it has also been declared a wreck, attempted to leave the berth and ran aground. The maritime team recovered the vessel with police assistance, and are now considering further enforcement action.

Aids to navigation:

New sign panels were installed at Matapouri, Bland Bay and Russell. Nine new 5 knot buoys were installed 200 meters off shore on Lake Taharoa in the Kaipara.

Others

Skipper assistance was provided to other departments for sediment sampling, marine pollution, and water quality monitoring runs in the Bay of Islands and Kaipara harbours.

Assistance also provided to access a property from the water, to search for a plant pest the batwing passion vine. The annual harbour warden seminar was held in the Bay of Islands.

Maritime safety messages were promoted by maritime attendance at the recent Waimate North and Opuia Trade and Gala shows, this will also be included at the upcoming Whangarei show and the Dargaville Field Day in March 2016 as part of the increased recreational boating education.

Training in Enforcement by CERT, a recognised trainer who also contracts to other councils and police, was provided to local harbour wardens, maritime and monitoring staff.

The Deputy HM attended maritime school in Auckland to complete an electronic chart course, part of the license requirements. Deputy HM and Maritime Manager attended the annual regional oil spill workshop in Dunedin where improvements to national systems being implemented were discussed.

A safety audit of maritime equipment and stores at Raeburn street was completed with a good report.

8.2.7 SUPPORT SERVICES

Public communications

Media releases

- 'Bay of Islands rubbish barge back for summer' (authorised by Bill Shepherd)
- 'iEnergy' latest Enviroschools annual expos' (authorised by and quotes John Bain)
- '\$2.45M of emergency services funding allocated' (authorised by and quotes Bill Shepherd)
- 'Regional council says Kaitaia air service essential' (authorised by and quotes Bill Shepherd)
- Staged implementation for freshwater management policy (authorised by and quotes Bill Shepherd)

Councillor constituency columns and photographs

The following columns have been published/completed since the previous report: Coastal Central (Whangarei Leader), Te Hiku (Northland Age).

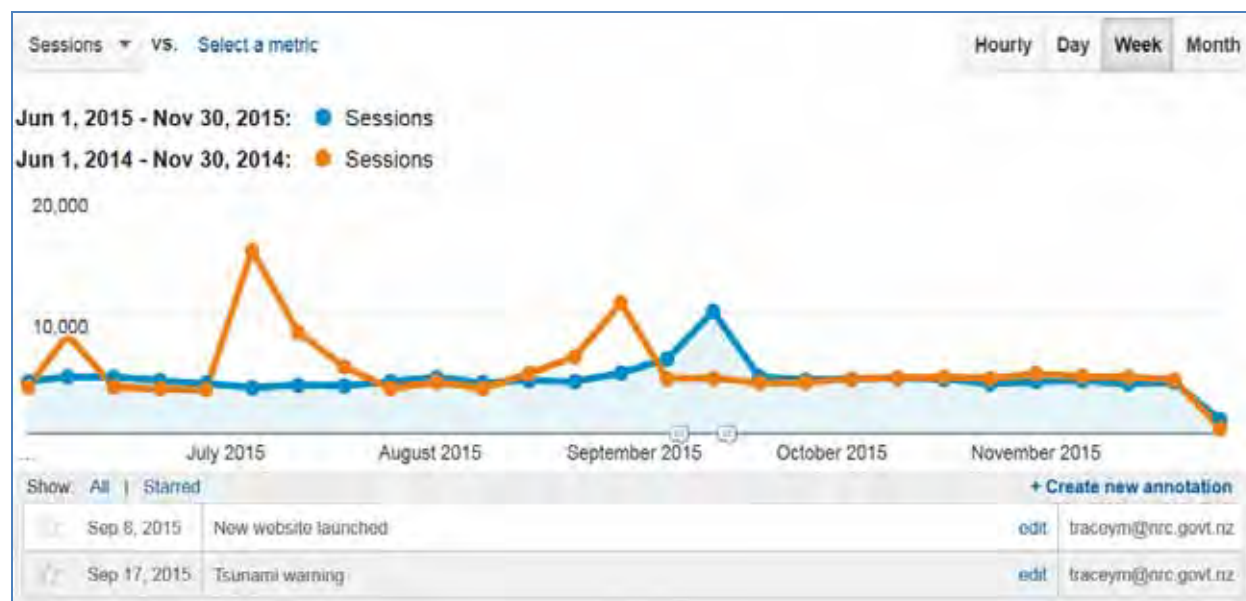
Publications

The Summary Annual Report 2014-2015 was produced and distributed.

Online Channels

Highlights

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



Key Performance Indicators	Aug-15	Sept-15	Oct-15	Nov-15
WEB				
E-payments made	17	10	7	6
GIS Service - Number of unique visitors	928	946	862	917
GIS Service - Number of visits	1,238	1,215	1,099	1,149
# subscription customers (cumulative)	1,084	1,026**	1,013	1,040

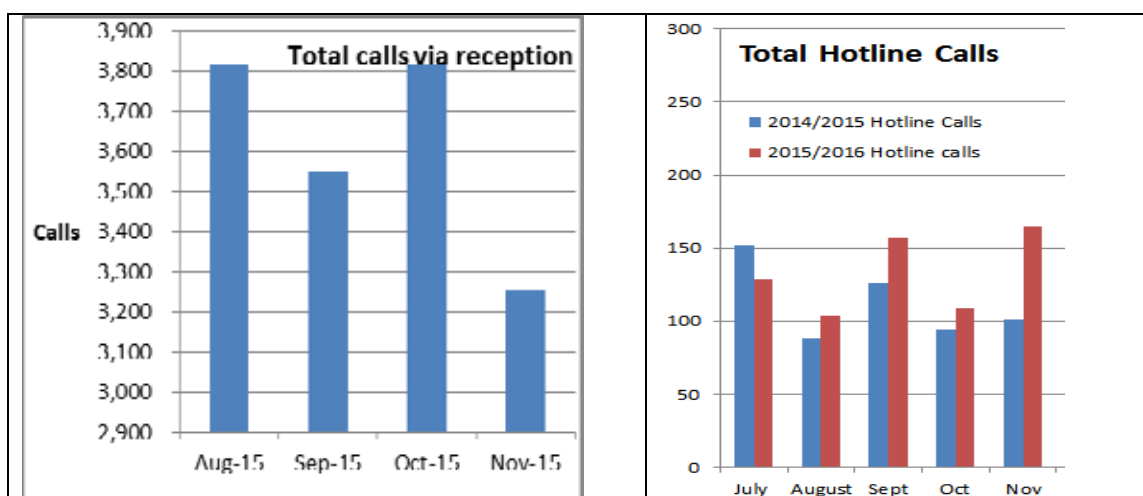
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SOCIAL MEDIA (cumulative)				
# Twitter followers	946	972	995	1,011
# NRC Facebook fans	794	831	861	906
# NRC Overall Facebook Reach	13,089	7,506	9,787	17,846
# CDEM Facebook fans	4,812	5,367	5,561	5,717
# CDEM Overall Facebook Reach	36,090	113,951	68,013	15,391
# CoastCare Facebook fans	151	151	162	165
#CoastCare Overall Facebook Reach	1,127	91	181	68

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

** New Subscription system (MailChimp) Data was "cleaned" i.e. bounced emails were deleted so numbers will be different)

**Customer services****Events**

Event	Date	Location	Description	Staff contact
January				
Kaikohe A & P show	16	Kaikohe	Small rural show featuring displays from across council including land management and biosecurity.	Natasha Stubbing
February				
North Kaipara A & P show	6	Paparoa	Medium sized rural show with displays focusing on biosecurity and land management.	Natasha Stubbing

Bay of Islands A & P show – 14 November

Council had a large display at the show this year with a focus on biosecurity pest animals and pest plants and land management topics. This year Maritime attended the show and received positive feedback from the public. The event was well-attended and council staff interacted directly with around 300 members of the public.

Opua Marina Community Trade and Gala day – 21 November

Our biosecurity marine pests, marine pollution and maritime teams attended this inaugural event at the Opua Marina. They interacted with members of the public and answered marine based questions.

Enviroschools**ENERGY Enviroschools Expos**

165 people gathered in Whangārei and Taipā on 3 and 5 November respectively for the annual Enviroschools Expos. This year, these primary sector events were entitled iEnergy (intelligent energy). Participants rotated around four action stations: electric bikes, electric cars, solar power and energy efficiencies. EcoSolutions, Electric Bikes Northland, Northpower and Revup supported council in delivering the hands-on learning experiences.

Enviroschools Bronze and Silver reflections

During November, sharing and decision-making sessions were held at Taipa Area School (Bronze), and Kokopu and Riverview Schools (Silver). At the Bronze level, schools are identifying opportunities and taking steps towards becoming a sustainable community. At the Silver level, schools are maintaining sustainable practices and increasing their projects and participants.

Enviroschools in the Early Years Event

On 18 November, Comrie Park Kindergarten in Matarau held an event for 70 children from the kindergarten and Matarau School and 30 accompanying whanau. Participants experienced freshwater and sea creatures, bush insects, farm animals, wholefood smoothies, mudbrick making and herbal remedies. Northland Kindergarten Association and Portland and Ruawai kindergarten staff joined council at the event.

Facilitation of Enviroschools communities

The following school communities were visited during November: Bream Bay College, Dargaville High, Dargaville Intermediate, Hurupaki, Kaikohe Christian School, Kaitaia Intermediate, Kamo High, Kamo Intermediate, Kokopu, Oromahoe, Oturu, Riverview, Ruawai College, St Joseph's (Dargaville), Taipa, Tangowahine, Tauraroa, Waiharara and Whangarei Boys High School.

Iwi Liaison**Governance**

A formal meeting of the Te Tai Tokerau Māori Advisory Committee was held during November. This is the last formal meeting for the committee for 2015 with one further marae based workshop which will be held at Tuparehuia Marae at the invitation of Ngātiwai. Meetings for the committee commence in February of next year.

Iwi Liaison

The Kaiarahi Mātauranga Māori escorted members of the Lake Ōmāpere Resource Management Unit and the councils Environmental Assets Manager to the NIWA Hamilton facility to view the endangered Isoetes plant ex Lake Ōmāpere. The plant features on the Ministry of Conservation's top threatened/endangered species, ranking in the top ten. The plant was last seen in the lake some 18 years ago and is thought to no longer exist in the wild anywhere.

When last seen in Lake Ōmāpere, three plants were extracted and have been in the care of NIWA. Due to resources there has been no active programme to propagate though the population increased marginally naturally. However now that the plant has been identified as a key species under threat, a more rigorous programme to increase the

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number of plants will be undertaken. The long term aim/hope is that specimens will be repatriated to Lake Ōmāpere.

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

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ISSUE: Receipt of Committee Minutes**ID:** A803208**To:** Council Meeting, 15 December 2015**From:** Chris Taylor, Governance Support Manager**Date:** 4 December 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 – 10 November 2015; and
- Te Tai Tokerau Māori Advisory Committee – 12 November 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 – 10 November 2015; and
- Te Tai Tokerau Māori Advisory Committee – 12 November 2015

be received.

ISSUE: Business with the Public Excluded**ID:** A803874**To:** Council Meeting, 15 December 2015**From:** Chris Taylor, Governance Support Manager**Date** 8 December 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	Presentation – Investment and Growth Reserve REL Sawmill Loan – Update on Activities	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).
10.2	Confidential Minutes of the Council Meeting – 17 November 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 Organisational Performance Committee – 10 November 2015	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
10.4	Human Resources Report	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect the privacy of natural persons, including that of deceased natural persons 7(2)(a).

10.5	Sale of Kotuku Street Properties	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); and to prevent the disclosure or use of official information for improper gain or improper advantage 7(2)(j).
10.6	Appointment of Honorary Enforcement Officer for Hokianga 2015	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).
