

## **NORTHLAND REGIONAL COUNCIL**

# **Agenda**

For meeting to be held in the Council Chamber,  
36 Water Street, Whangārei, on Tuesday 15 March 2016,  
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><b>ACC</b> - Accident Compensation Corporation</p> <p><b>AHB</b> - Animal Health Board</p> <p><b>ALGIM</b> - Association of Local Government Information Management</p> <p><b>AMA</b> - Aquaculture Management Area</p> <p><b>BOI</b> - Bay of Islands</p> <p><b>BOPRC</b> - Bay of Plenty Regional Council</p> <p><b>CAPEX</b> - Capital Expenditure (budget to purchase assets)</p> <p><b>CBEC</b> - Community, Business and Environment Centre</p> <p><b>CDEM</b> - Civil Defence Emergency Management</p> <p><b>CEG</b> - Co-ordinating Executive Group – Northland Civil Defence management team</p> <p><b>CEO</b> - Chief Executive Officer</p> <p><b>CIMS</b> - Co-ordinated Incident Management System (emergency management structure)</p> <p><b>CMA</b> - Coastal Marine Area</p> <p><b>CPCA</b> - Community Pest Control Areas</p> <p><b>CRI</b> - Crown Research Institute</p> <p><b>DHB</b> - District Health Board</p> <p><b>DOC</b> - Department of Conservation</p> <p><b>DOL</b> - Department of Labour</p> <p><b>DPMC</b> - Department of Prime Minister and Cabinet</p> <p><b>ECA</b> - Environmental Curriculum Award</p> <p><b>ECAN</b> - Environment Canterbury</p> <p><b>EE</b> - Environmental Education</p> <p><b>EECA</b> - Energy Efficiency Conservation Authority</p> <p><b>EEZ</b> - Exclusive Economic Zone</p> <p><b>EF</b> - Environment Fund</p> <p><b>EMA</b> - Employers and Manufacturers Association</p> <p><b>EMC</b> - Environmental Management Committee</p> <p><b>EOC</b> - Emergency Operations Centre</p> <p><b>EPA</b> - Environmental Protection Authority</p> <p><b>FDE</b> - Farm Dairy Effluent</p> <p><b>FNDC</b> - Far North District Council</p> <p><b>FNHL</b> - Far North Holdings Limited</p> <p><b>FPP</b> - First Past the Post – voting system for NRC elections</p> <p><b>GE</b> - Genetic Engineering</p> <p><b>GIS</b> - Geographic Information System</p> <p><b>GMO</b> - Genetically Modified Organism</p> <p><b>HASNO</b> - Hazardous Substances &amp; New Organisms Act</p> <p><b>HBRC</b> - Hawke's Bay Regional Council</p> <p><b>HEMP</b> - Hapū Environmental Management Plan</p> <p><b>Horizons</b> - Brand name of Manawatu-Wanganui Regional Council</p> <p><b>HR</b> - Human Resources</p> <p><b>IEMP</b> - Iwi Environmental Management Plan</p> <p><b>IPPC</b> - Invited Private Plan Change: a process to allow Aquaculture Management Areas to be established</p> <p><b>IRIS</b> - Integrated Regional Information System: new computer system being developed collaboratively with other Regional Councils</p> <p><b>KDC</b> - Kaipara District Council</p> <p><b>KPI</b> - Key Performance Indicator</p> <p><b>LATE</b> - Local Authority Trading Enterprise</p> <p><b>LGA</b> - Local Government Act 2002</p> <p><b>LGNZ</b> - Local Government New Zealand</p> <p><b>LGOIMA</b> - Local Government Official Information and Meetings Act 1987</p> <p><b>LGOL</b> - Local Government Online</p> <p><b>LTP</b> - Long Term Plan</p> <p><b>LTFS</b> - Long Term Financial Strategy</p> <p><b>MCDEM</b> - Ministry of Civil Defence &amp; Emergency Mgmt</p> <p><b>MFE</b> - Ministry for the Environment</p> <p><b>MHWS</b> - Mean High Water Springs</p> <p><b>MNZ</b> - Maritime New Zealand</p> <p><b>MOH</b> - Ministry of Health</p> <p><b>MOT</b> - Ministry of Transport</p>	<p><b>MPI</b> – Ministry for Primary Industries</p> <p><b>MSD</b> - Ministry of Social Development</p> <p><b>NCMC</b> - National Crisis Management Centre</p> <p><b>NES</b> – National Environmental Standards</p> <p><b>NDHB</b> - Northland District Health Board</p> <p><b>NZRC</b> - New Zealand Refining Company (Marsden Point)</p> <p><b>NGO</b> - Non-Governmental Organisation</p> <p><b>NIF</b> - Northland Intersectoral Forum</p> <p><b>NIWA</b> - National Institute of Water and Atmosphere</p> <p><b>NORTEG</b> - Northland Technical Advisory Group</p> <p><b>NPC</b> - Northland Port Corporation</p> <p><b>NZCPS</b> - New Zealand Coastal Policy Statement</p> <p><b>NZTA</b> - New Zealand Transport Agency</p> <p><b>NZQA</b> - New Zealand Qualifications Authority</p> <p><b>NZWWA</b> - New Zealand Water and Wastes Association</p> <p><b>OFI</b> - Opportunity for Improvement</p> <p><b>ORC</b> - Otago Regional Council</p> <p><b>OSH</b> - Occupational Safety &amp; Health (now Ministry of Business, Innovation and Employment)</p> <p><b>PDF</b> - Portable Document Format</p> <p><b>PPE</b> - Personal Protective Equipment</p> <p><b>RAP</b> - Response Action Plan</p> <p><b>RAQP</b> - Regional Air Quality Plan</p> <p><b>RCP</b> - Regional Coastal Plan</p> <p><b>RFI</b> - Request for Information</p> <p><b>RFP</b> - Request for Proposal</p> <p><b>RTC</b> - Regional Transport Committee</p> <p><b>RLTS</b> - Regional Land Transport Strategy</p> <p><b>RMA</b> - Resource Management Act 1991</p> <p><b>RMG</b> - Resource Managers Group (Regional Councils)</p> <p><b>RMZ</b> - Riparian Management Zone</p> <p><b>ROI</b> - Return on Investment</p> <p><b>RPMS</b> - Regional Pest Management Strategy</p> <p><b>RPS</b> - Regional Policy Statement</p> <p><b>RSG</b> - Regional Sector Group</p> <p><b>RTO</b> - Regional Tourism Organisation</p> <p><b>RWASP</b> - Regional Water and Soil Plan</p> <p><b>SCAR</b> - SmartStream Council Activity Reporting</p> <p><b>SITREP</b> - Situation Report</p> <p><b>SMF</b> - Sustainable Management Fund</p> <p><b>SOE</b> - State of Environment (or) State Owned Enterprise</p> <p><b>SOLGM</b> - Society of Local Government Managers</p> <p><b>SPARC</b> - Sport &amp; Recreation New Zealand</p> <p><b>SRC</b> - Southland Regional Council (Environment Southland)</p> <p><b>STV</b> - Single Transferable Vote</p> <p><b>SWAG</b> - Surface Water Allocation Group</p> <p><b>SWPA</b> - Sustainable Water Programme of Action</p> <p><b>TA</b> - Territorial Authority: City &amp; District Councils</p> <p><b>TAC</b> - Technical Advisory Group</p> <p><b>Tier 1</b> - Site level plan or response for an oil spill</p> <p><b>Tier 2</b> - Regional level plan or response to an oil spill</p> <p><b>Tier 3</b> - National level plan or response to an oil spill</p> <p><b>TLA</b> - Territorial Local Authority – City &amp; District Councils</p> <p><b>TMP</b> - Treasury Management Plan</p> <p><b>TOR</b> - Terms of Reference</p> <p><b>TPK</b> - Te Puni Kōkiri (Ministry of Maori Development)</p> <p><b>TRAION</b> - Te Rūnanga a Iwi o Ngāpuhi</p> <p><b>TRC</b> - Taranaki Regional Council</p> <p><b>TROTR</b> - Te Rūnanga o Te Rarawa</p> <p><b>TUANZ</b> - Telecommunications Users Association of NZ</p> <p><b>WCRC</b> - West Coast Regional Council</p> <p><b>WDC</b> - Whangarei District Council</p> <p><b>WHHIF</b> - Whangarei Harbour Health Improvement Fund</p> <p><b>WRC</b> - Waikato Regional Council</p> <p><b>WWTP</b> - Wastewater Treatment Plant</p>
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**ISSUE: Northland Region Economic Profile – 2015 Update**

**ID:** A822565

**To:** Council Meeting, 15 March 2016

**From:** Darryl Jones, Economist

**Date:** 2 March 2016

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

**Executive summary:**

Infometrics has carried out their annual update of the Northland Region Economic Profile, with information updated to 2015. The profile is publically available at <http://ecoprofile.infometrics.co.nz/Northland+Region>, and can also be accessed through the NRC website ([www.nrc.govt.nz/economicdevelopment](http://www.nrc.govt.nz/economicdevelopment)). The NRC Economist, Darryl Jones, will provide a presentation of the key highlights. The two-page infographic (**Attachment 1**), Northland Region at a Glance, provides a quick summary of the information available.

**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. Hence the matter is deemed to be of low significance.



## economy

### Gross domestic product

**\$5,966**

million in 2010 prices

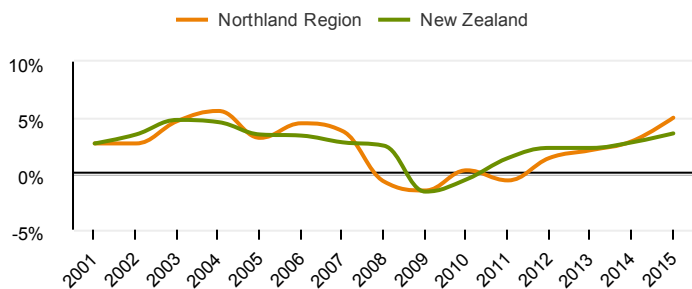
**2.7%**

of national total

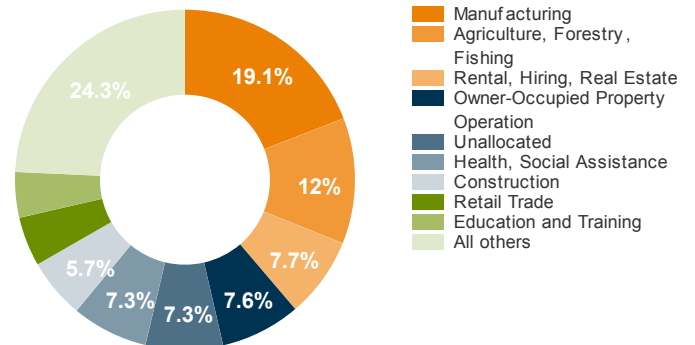
### Economic growth Annual average % change

	2015	Last 10 years
NORTHLAND REGION	5.0%	1.7%
NEW ZEALAND	3.6%	1.9%

### Economic growth



### Industry proportion of GDP



### Biggest contributors to economic growth 2005-2015

Manufacturing	\$146
Health Care and Social Assistance	\$108
Rental, Hiring and Real Estate Services	\$101
Public Administration and Safety	\$97
Agriculture, Forestry and Fishing	\$54
All other industries	\$414
<b>Total increase in GDP (\$m)</b>	<b>\$919</b>

## labour market

### Total employment

**65,895**

Filled Jobs

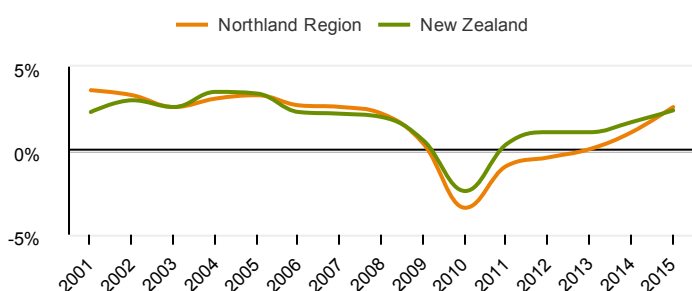
**2.9%**

of national total

### Employment growth Annual average % change

	2015	Last 10 years
NORTHLAND REGION	2.6%	0.7%
NEW ZEALAND	2.4%	1.1%

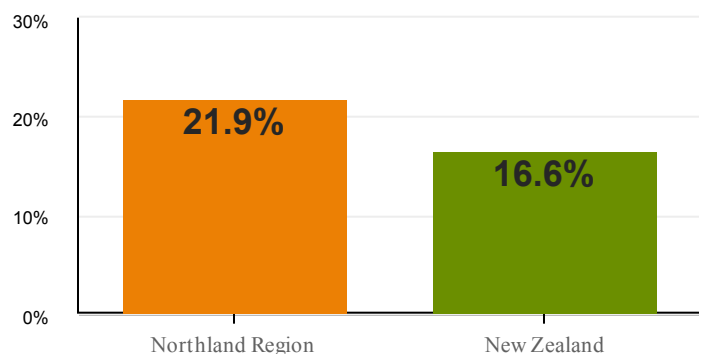
### Employment growth



### Industries which created most jobs since 2005

Health Care and Social Assistance	1,535
Public Administration and Safety	994
Education and Training	965
Administrative and Support Services	758
Professional, Scientific and Technical Services	491
All other industries	-433
<b>Total increase in employment</b>	<b>4,310</b>

### Self employment rate, 2015



# productivity

## GDP per employed person

**\$90,538**

GDP per employee

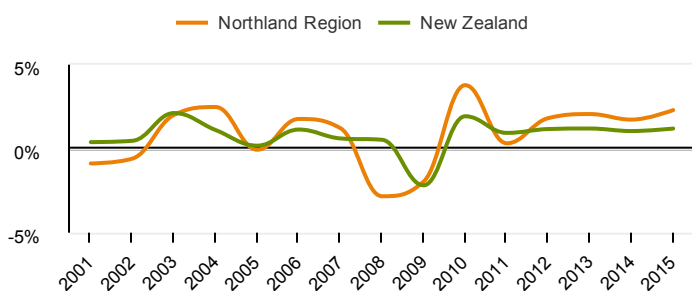
**\$95,991**

New Zealand

## Productivity growth Annual average % change

	2015	Last 10 years
NORTHLAND REGION	2.3%	1.0%
NEW ZEALAND	1.2%	0.8%

## Productivity growth



# business units

## No. of business units

**20,118**

Business units

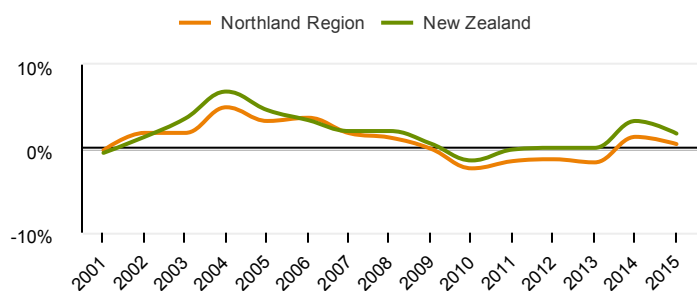
**3.7%**

of national total

## Growth in business units Annual average % change

	2015	Last 10 years
NORTHLAND REGION	0.6%	0.2%
NEW ZEALAND	1.8%	1.2%

## Growth in business units:



# population

## Total population

**168,300**

Usually resident persons

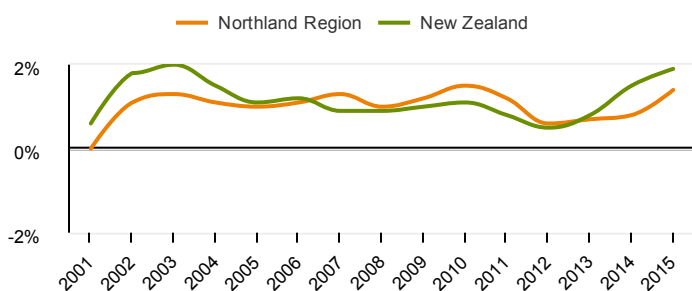
**3.7%**

of national total

## Population growth Annual average % change

	2015	Last 10 years
NORTHLAND REGION	1.4%	1.1%
NEW ZEALAND	1.9%	1.1%

## Population growth:



# standard of living

## Mean annual earnings 2014

**\$47,890**

Northland Region

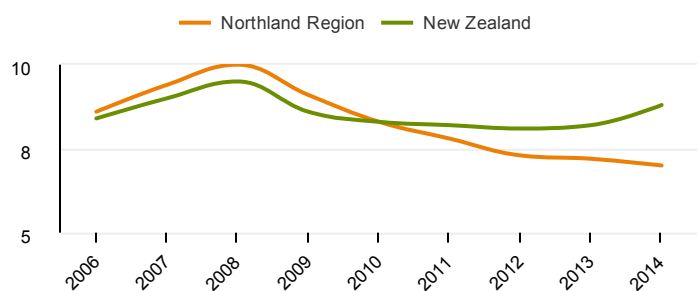
**\$54,230**

New Zealand

## Annual earnings growth Annual average % change

	2014	Last 10 years
NORTHLAND REGION	2.9%	4.0%
NEW ZEALAND	2.2%	3.7%

## Housing affordability (higher is less affordable)



**ISSUE: Kotuku Dam – Drone footage**

**ID:** A824695

**To:** Council Meeting, 15 March 2016

**From:** Joseph Camuso, Rivers Programme Manager

**Date:** 2 March 2016

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

**Executive summary:**

An eagle eye's view of the newly completed Kotuku Dam.

**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. Hence the matter is deemed to be of low significance.



**ISSUE: Health and Safety Report**

**ID:** A824116

**To:** Council Meeting, 15 March 2016

**From:** Tracey Warboys, Health and Safety Specialist

**Date:** 3 March 2016

<b>Report Type:</b>	<input type="checkbox"/> Normal operations	<input checked="" type="checkbox"/> Information	<input type="checkbox"/> Decision
<b>Purpose:</b>	<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
<b>Significance:</b>	<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 February 2016. 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 being accepted are considered to be of low significance in terms of council's Significance Policy.

**Recommendation:**

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That the report 'Health and Safety Report' by Tracey Warboys, Health and Safety Specialist, and dated 3 March 2016, be received.

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## Report:

### Compliance declaration

I am not aware of nor am I investigating any incidence or suspected non-compliance at this time.

### H&S Statistics – YTD - 66

	2015								2016			
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
LTI	0	1	0	1	1	0	1	0				
MTI	0	0	1	0	0	4	0	0				
FTI	0	1	0	0	1	1	0	0				
INC	0	1	0	1	3	1	1	0				
DPI	0	2	3	1	2	2	4	2				
HAZ	0	0	0	3	1	3	0	7				
SEC	0	0	0	0	0	0	1	0				
Near Miss	0	0	0	1	1	1	1	1				
Nil	0	1	0	0	0	2	0	1				
<b>Totals</b>	<b>0</b>	<b>6</b>	<b>4</b>	<b>7</b>	<b>9</b>	<b>14</b>	<b>8</b>	<b>9</b>				

LTI	<i>Lost Time Injury</i>	DPI	<i>Discomfort, Pain/Injury</i>
MTI	<i>Medical Time Injury</i>	HAZ	<i>Hazards Reported</i>
FTI	<i>First Aid Injury</i>	SEC	<i>Security</i>
INC	<i>Incident</i>	Near Miss	<i>Near Miss Reported</i>
		Nil	<i>Injury but nil treatment</i>

### Summary of Events (items of note)

LTI – Nil recorded.

DPI – Two reports received with symptoms ranging from lower back/shoulder pain and tailbone discomfort (due to advanced pregnancy). Workstation assessment undertaken with lower back/shoulder pain report, with adjustments to workstation and replacement of employee's chair. Tailbone discomfort was eased with the issue of a coccydynia cushion.

MTI – Nil recorded

### Health and Safety at Work Act (HSWA)

With minor adjustments the Chief Executive approved the councillor Health and Safety at Work Act presentation scheduled to workshop on 1 March 2016.

The following three regulations were released by WorkSafe and are currently being reviewed, and where appropriate will be incorporated into the Health and Safety Manual.

- HSWA General Risk and Workplace Management Regulations 2016;
- HSWA Worker Engagement, Participation, and Representation Regulations 2016; and
- HSWA Asbestos Regulations 2016.



**ACC Workplace Safety Management Practices (WSMP) Self-assessment Review**

Self-assessment report with Corporate Services Manager for review. Plan to address recommendations along with rebuilding of Health and Safety Manual due by 10 March 2016.

**Health and Safety Committee Meeting**

Health and Safety reps were charged with reporting and actioning a minimum of two hazards/near misses per month at the February meeting. Encouraging start with eight reports with mitigating actions received.

**Health and Safety issues, inspections, visits, training and other**

- Health and Safety rep inspections - though there has been a delay due to work commitments in developing the 2016 inspection, this meeting is scheduled for 10 March 2016.
- Site visits/events
  - Pilotage observation undertaken 15 February 2016 – well executed pilotage with nil issues noted.
  - Well done to the Ōpua team on managing a well-run workshop – audit undertaken on 16 February 2016 with very minor issues.
- Training
  - First aid revalidation continuing.
- Emergency Events / Drills
  - Nil drills scheduled.
  - Unscheduled drill held for observation purposes of panic alarm strobe in Finance/Land departments. Recommendations for improvements and review of security arrangements being considered.
- Health and Safety Electronic Form and Data Repository
  - Meeting scheduled with WDC 19 February 2016. CHRIS 21 TRIM document (H&S wish-list versus system capability) provided by WDC to NRC IT for review.
- Health monitoring
  - Communication commenced with Company Medic in regards to the 2016 flu shot programme.
- Other
  - Attended Northland Industry Principals H&S Forum 29 February 2016. Forum representation are people with organisational responsibility for H&S from Northland-based large primary industry together with representatives of relevant government agencies such as Work Safe and ACC.



**ISSUE: Confirmation of Council Minutes – 16 February 2016**

**ID:** A821027

**To:** Council Meeting, 15 March 2016

**From:** Chris Taylor, Governance Support Manager

**Date:** 4 March 2016

<b>Report Type:</b>	<input checked="" type="checkbox"/> Normal operations	<input type="checkbox"/> Information	<input type="checkbox"/> Decision
<b>Purpose:</b>	<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
<b>Significance:</b>	<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 16 February 2016 (**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:**

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That the minutes of the council meeting held on 16 February 2016 be confirmed as a true and correct record.

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## NORTHLAND REGIONAL COUNCIL

Minutes of the ordinary meeting of the council  
held at Woodlands Motel and Conference Venue, 126 Kerikeri Road, Kerikeri,  
on Tuesday 16 February 2016, commencing at 1 pm

### **Present:**

Chairman, Bill Shepherd  
Deputy Chairman, Graeme Ramsey  
Councillors:  
Craig Brown  
Joe Carr  
Paul Dimery  
Monty Knight  
Dover Samuels  
David Sinclair (*left meeting at 2.52 pm*)

### **In Attendance:**

#### **Full Meeting**

Chief Executive Officer  
GM Strategy and Governance  
Governance Support Manager

#### **Part Meeting**

NRC Representative – Northland Events Centre  
WDC Acting Manager – Venue and Events  
GM Regulatory Services  
Finance Manager  
Special Projects Manager  
Corporate Services Manager  
Biosecurity Manager  
Biosecurity Officer – Aquatic  
Media Specialist

The Chairman declared the meeting open at 1.04 pm.

### **Apologies (Item 1.0)**

#### **Moved (Brown/Dimery)**

That the apologies from Councillor Bain for non-attendance and Councillor Sinclair for early departure be received.

#### **Carried**

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

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

## **Presentations**

### **NRC Representative on Northland Events Centre Board of Trustees Report (Item 3.1)**

**ID: A816928**

**Report from Governance Support Manager, Chris Taylor.**

Mr Alastair Wells, Northland Regional Council's representative on the Northland Events Centre Board of Trustees, and Rachel O'Gorman, WDC Acting Manager – Venue and Events, were in attendance and provided an update on the Northland Events Centre. The presentation highlighted the:

- Achievements over the past year;
- Scope of events held at the Events Centre;
- Steadily improving financial performance; and
- Drive for a Northland-wide focus.

#### **Moved (Shepherd/Brown)**

That the update from the NRC Representative on Northland Events Centre Board of Trustees, Alastair Wells, and WDC Acting Manager – Venue and Events, Rachel O'Gorman, be received.

**Carried**

### **Marine Pest Presentation (Item 3.2)**

**ID: A817661**

**Report from Biosecurity Manager, Don Mckenzie.**

Biosecurity Manager, Don Mckenzie, and Biosecurity Officer – Aquatic, Irene Middleton, were in attendance and provided the presentation 'Marine pests in Northland: an update' covering the following key points:

- Current known locations for Regional Pest Management Strategy marine pests
- Fanworm in Northland
- Current measures and what NRC has achieved
- Awareness during surveillance
- Use of the Resource Management Act in Fanworm response
- Gaps in knowledge and current weaknesses
- Contribution to marine biosecurity by NRC and other regional councils
- Next steps: how will current rules change?
- Looking ahead: 'pathways management'.

#### **Moved (Shepherd/Brown)**

That the 'Marine Pest Presentation' by Biosecurity Manager, Don Mckenzie, and Biosecurity Officer – Aquatic, Irene Middleton, be received.

**Carried**

## **Health and Safety Report (Item 4.0)**

**ID: A816806**

**Report from Health and Safety Specialist, Tracey Warboys.**

**Moved (Shepherd/Dimery)**

That the report 'Health and Safety Report' by Tracey Warboys, Health and Safety Specialist, and dated 2 February 2016, be received.

**Carried**

## **Confirmation of Council Minutes – 15 December 2015 (Item 5.1)**

**ID: A814615**

**Report from Governance Support Manager, Chris Taylor.**

**Moved (Brown/Sinclair)**

That the minutes of the council meeting held on 15 December 2015 be confirmed as a true and correct record.

**Carried**

## **Confirmation of Extraordinary Council Minutes – 22 January 2016 (Item 5.2)**

**ID: A814612**

**Report from Governance Support Manager, Chris Taylor.**

**Moved (Samuels/Sinclair)**

That the minutes of the extraordinary council meeting held on 22 January 2016 be confirmed as a true and correct record; subject to the amendment to the minute pertaining to Item 4.0 'Business with the Public Excluded'.

*(Secretarial Note: The amendment was to reflect Councillor Brown and Councillor Samuels moved that Item 4.1 'Code of Conduct' be considered in open meeting and that Councillor Brown lodged his objection to the application of Standing Order 3.9.12 'Direct negatives not allowed').*

**Carried**

*Secretarial Note: The meeting adjourned at 2.46 pm and reconvened at 3.01 pm. Councillor Sinclair left the meeting at this time.*

## **Receipt of Action Sheet (Item 5.3)**

**ID: A817315**

**Report from Governance Support Manager, Chris Taylor.**

**Moved (Knight/Brown)**

That the Council Action Sheet be received.

**Carried**

## **Relationship Understanding with Local Government Commission (Item 6.1)**

**ID: A816032**

**Report from Special Projects Manager, Phil Heatley.**

**Moved (Carr/Ramsey)**

1. That the report 'Relationship Understanding with Local Government Commission' by Phil Heatley, Special Projects Manager, and dated 3 February 2016, be received.
2. That the council approves the signing of the Relationship Understanding by the Chief Executive Officer.

**Carried**

## **Waters Terms of Reference for Joint Northland Councils and Local Government Commission Study (Item 6.2)**

**ID: A816066**

**Report from Special Projects Manager, Phil Heatley.**

**Moved (Brown/Ramsey)**

1. That the report 'Waters Terms of Reference for Joint Northland Councils and Local Government Commission Study' by Phil Heatley, Special Projects Manager, and dated 3 February 2016, be received.
2. That the Chief Executive Officer be authorised to approve the Terms of Reference including that with any amendments.

**Carried**

*Secretarial Note: The Terms of Reference to ensure consideration be given to costs and options.*

## **Whangārei Heads Rate Resetting Process (Item 6.3)**

**ID: A817080**

**Report from Chief Executive Officer, Malcolm Nicolson; and Corporate Services Manager, Dave Tams.**

**Moved (Dimery/Brown)**

1. That the report 'Whangārei Heads Rate Resetting Process' by Malcolm Nicolson, Chief Executive Officer, and Dave Tams, Corporate Services Manager, and dated 15 January 2016, be received.
2. That council agree to undertake the resetting process for the Whangārei Heads Pest Management targeted rate.
3. That council has regard to the matters in section 100T of the Biosecurity Act 1993 as set out in the draft notice [included as Appendix 3 pertaining to Item 6.3 of the 16 February 2016 council agenda].

**Carried**



## **The Resource Legislation Amendment Bill (Item 6.4)**

**ID: A812879**

**Report from Resource Management – Policy and Planning Manager, Justin Murfitt.**

**Moved (Shepherd/Brown)**

1. That the report 'The Resource Legislation Amendment Bill' by Justin Murfitt, Resource Management – Policy and Planning Manager, and dated 29 January 2016, be received.
2. That a draft submission on the Bill be developed and approved under authority delegated to Councillors Ramsey, Shepherd, Carr, and Samuels; and the Chief Executive Officer prior to being lodged with the Select Committee.

**Carried**

## **Potential Changes to Marine Protection – Discussion Document (Item 6.5)**

**ID: A812899**

**Report from Resource Management – Policy and Planning Manager, Justin Murfitt.**

**Moved (Shepherd/Brown)**

1. That the report 'Potential Changes to Marine Protection – Discussion Document' by Justin Murfitt, Resource Management – Policy and Planning Manager, and dated 29 January 2016, be received.
2. That council approve development of a draft submission on the proposal and that the draft be approved under authority delegated to Councillors Samuels, Brown and Ramsey; and the Chief Executive Officer prior to being lodged with the Ministry for the Environment.

**Carried**

## **2016/17 Annual Plan Consultation Process (Item 6.6)**

**ID: A800346**

**Report from Strategy Specialist, Kyla Carlier.**

**Moved (Shepherd/Ramsey)**

1. That the report '2016/17 Annual Plan Consultation Process', by Kyla Carlier, Strategy Specialist, and dated 30 January 2016, be received.
2. That the council, pursuant to section 82(4)(b) of the Local Government Act 2002, has considered the extent to which the views and preferences of Northland's communities are known to the council and has decided not to undertake pre-consultation engagement.
3. That the council approve the Annual Plan Consultation and Engagement Plan as outlined in Item 6.6 of the 16 February 2016 council agenda.
4. That the council approve amendments to council's Submissions Policy for consideration of 'out of scope' submissions received during consultation under the Local Government Act 2002.

**Carried**

## **Chairman's Report to Council (Item 7.1)**

**ID: A812546**

**Report from Chairman, Bill Shepherd.**

**Moved (Shepherd/Dimery)**

That the Chairman's report dated 5 February 2016 be received.

**Carried**

## **Chief Executive's Report to Council (Item 7.2)**

**ID: A813738**

**Report from Chief Executive Officer, Malcolm Nicolson.**

**Moved (Shepherd/Brown)**

That the Chief Executive Officer's report dated 5 February 2016 be received.

**Carried**

*Secretarial Note:*

*An error was identified in the upcoming event dates. The correct dates are as follows:*

*Northland Agricultural Field Days 3-5 March 2016*

*NZDIA Awards Dinner 12 March 2016*

*Ballance Farm Environment Awards Dinner 16 March 2016*

## **Receipt of Committee Minutes (Item 8.0)**

**ID: A814624**

**Report from Governance Support Manager, Chris Taylor.**

**Moved (Shepherd/Ramsey)**

That the unconfirmed and confirmed minutes of the:

- Civil Defence and Emergency Management Group – 1 December 2015;
- Regional Transport Committee – 2 December 2015;
- Environmental Management Committee – 7 December 2015;
- Organisational Performance Committee – 15 December 2015; and
- Civil Defence and Emergency Management Group – Extraordinary Meeting  
22 December 2015

be received.

**Carried**

## **Business with the Public Excluded (Item 9.0)**

**ID: A817551**

**Report from Governance Support Manager, Chris Taylor.**

**Moved (Shepherd/Ramsey)**

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

<b>Item No.</b>	<b>Item Issue</b>	<b>Reason\Grounds</b>
9.1	Confidential Minutes of the Council Meeting – 15 December 2015	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
9.2	Confidential Minutes of the Extraordinary Council Meeting – 22 January 2016	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
9.3	Receipt of Confidential Minutes of the Organisational Performance Committee – 15 December 2015	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
9.4	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).
9.5	Sale and Purchase Agreement on CBD Property #1	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to allow the council to carry on, without prejudice or disadvantage, commercial activities 7(2)(h)).
9.6	Sale and Purchase Agreement on CBD Property #2	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to allow the council to carry on, without prejudice or disadvantage, commercial activities 7(2)(h)).

**Carried**

## **CONCLUSION**

The meeting concluded at 4.36 pm.



**ITEM: 5.2**

Page 1 of 1

**ISSUE: Receipt of Action Sheet**

**ID:** A821077

**To:** Council Meeting, 15 March 2016

**From:** Chris Taylor, Governance Support Manager

**Date:** 4 March 2016

<b>Report Type:</b>	<input checked="" type="checkbox"/>	Normal operations	<input checked="" type="checkbox"/>	Information	<input type="checkbox"/>	Decision
<b>Purpose:</b>	<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
<b>Significance Policy:</b>	<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:**

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That the Council Action Sheet be received.

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Council Actions new

IRISID	Current Status	Request Date	Reso/Req	Description	Request Details	Note Text	Date of Note	Requested By
REQ.577224	Open	19 Aug 2014		Internal Audits	That the internal audits over Support-Treasury and Democracy and Governance Reporting be undertaken (RESO).	Templates and guidance received from Meeting and Governance Solutions. Staff to review as soon as practicable.	29 Feb 2016	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)	Refer to item 8.2 in the March council agenda for further report.	08 Mar 2016	Council
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)	Staff comments have been incorporated into the Project Management Policy and presented to the Executive Management Team on 4 February 2016.	05 Feb 2016	Finance Committee
REQ.577259	Open	21 Apr 2015		Kaipara Harbour Settlement	That council participates in the pre-settlement negotiations for Kaipara Harbour (RESO)	The Kaipara Moana Negotiations Working Party met in March at the Auckland Councils Orewa office. Councillors Ramsey and Shepherd attended supported by staff.	16 Feb 2016	Council
REQ.577272	Closed	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).	Consultation rules are specific and council cannot circumvent these rules. Action is closed.	07 Mar 2016	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).	Worked with FNDC officials to clarify conditions associated with funding, obtain additional material and discuss reporting requirements.	31 Feb 2016	Council
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.	Awaiting confirmation from FNDC on a number of provisions, including moving of location of library and i-site into proposed building.	02 Mar 2016	Council
REQ.578338	Closed	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.	Closed/on-going	02 Mar 2016	Environmental Management Committee
REQ.578619	Closed	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.	Complete. Presentation provided to the February Hazard Working Group. Matter resolved.	02 Mar 2016	Council
REQ.578867	Closed	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)."	Refer to item 8.2 in the March council agenda for further report.	08 Mar 2016	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.	Councillors Brown and Samuels were sent a copy of the draft report that had been developed for comment.	08 Mar 2016	Council
REQ.579154	Closed	15 Dec 2015	RESO	NRC Procurement Policy	That further investigation be undertaken regarding the 'local purchasing clause'.	The policy was amended to record that we will support local suppliers when all factors are equal. Council has requested that support of local purchasing as part of the policy be investigated further. The matter deferred to OPC for further discussion.	09 Feb 2016	Council
REQ.579155	Open	15 Dec 2015	RESO	Roading Shared Services	That a 'business case' for a Roothing Shared Service Business Unit be fully developed with the other three councils and NZTA and this be reported to council early within the New Year.	At the CE Forum Meeting in February the Chief Executives required further development of the Business Case and a further presentation at the next CE Forum on 31 March 2016. It is anticipated that the Business Case will be each of the four Councils at the first available opportunity following the CE Forum.	02 Mar 2016	Council
REQ.579177	Open	17 Dec 2015	REQ	Prosecution Detail	Council to be provided with a record of all prosecutions (Councillors then to seek further information on any that are of particular relevance to them).	Complete. Ongoing. Prosecution information forwarded to councillors 2 March 2016.	8-Mar-16	Council

IRISID	Current Status	Request Date	Reso/Req	Description	Request Details	Note Text	Date of Note	Requested By
REQ.579179	Open	15 Dec 2015	REQ	Honorary Enforcement Officers	That the process, contracts and previous/current arrangements for the appointment of honorary enforcement officers be investigated.	Work in progress.	02 Mar 2016	Council
REQ.579182	Open	15 Dec 2015	RESO	Whangarei Health Improvement Fund	That the Terms of Reference for the Whangarei Health Improvement Fund be reviewed.			Council
REQ.579614	Open	22 Jan 2016	RESO	Code of Conduct Review	That the Northland Regional Council's Code of Conduct be reviewed [by full council] based on the fact it has not been significantly reviewed during the current Triennium.	The Code of Conduct will be discussed at the 15 March council workshop.	29 Feb 2016	Council
REQ.579618	Open	15 Dec 2015	RESO	Customer Satisfaction Framework	That a more detailed survey methodology is presented to the Organisational Performance Committee in March 2016 once the external research provider has been confirmed.	Key Research have been commissioned to undertake the survey. Questions are currently being developed. The proposed questions, process and timetable will be presented to the OPC meeting on 29 March 2016.	02 Mar 2016	Organisational Performance Committee
REQ.579656	Open	05 Feb 2016	REQ	Report to RTC on Whangaruru Rd Flooding	Jeff Devine to provide a report to the next RTC identifying areas of flooding on Whangaruru Road which can then be passed on to the environmental team for further assessment.	An update is to be provided to the next RTC meeting scheduled for 6 April 2016.	7-Mar-16	Regional Transport Committee
REQ.579657	Open	05 Feb 2016	REQ	Report on Integration of RLTP and CDEM Group Plan	That staff (Transport and CDEM) report back to the next Regional Transport Committee meeting on the linking and integration of the work programmes from the Regional Land Transport Plan and the CDEM Group Plan.		7-Mar-16	Regional Transport Committee
REQ.579662	Open	05 Feb 2016	RESO	10 Bridges Report to Minister of Transport	2. That the Regional Transport Committee convey this report "Proposed Upgrade of 10 Northland One-Lane Bridges" to the Minister of Transport asking if he is happy with the progress being made to deliver the project.	A letter has been sent to the Minister, signed by RTC Chair.	8-Mar-16	Regional Transport Committee
REQ.579663	Closed	05 Feb 2016	RESO	Regional submission - Vehicle Dimension and Mass Rule	2. That due to the extremely short submission timeframe provided, the Regional Transport Committee endorse a regional submission supporting the individual Road Controlling Authorities submissions.  3. That the Regional Transport Committee Chair be delegated the authority to approve the content of the regional submission prior to its release.	Action completed.	02 Mar 2016	Regional Transport Committee
REQ.579787	Open	16 Feb 2016	REQ	NEC Depreciation/Maintenance Programme	That clarification be provided regarding the provision for depreciation and the maintenance programme for the Northland Events Centre.	Initial information provided to councillors. Further information requested regarding 'Is the building depreciated and is there a Reserve Account?' . The CEO has also raised this matter with the WDC CEO.	08 Mar 2016	Council
REQ.579789	Closed	23 Feb 2016	REQ	Mid North Bus Trial - Timetable	That a timeline be provided for the Mid North Bus Trial to become operative.	Information sent to Far North councillors on 22 February 2016.	22 Feb 2016	Council
REQ.579790	Open	16 Feb 2016	REQ	Resource Legislation Amendment Bill - Submission	That the draft submission on the Resource Legislation Amendment Bill be circulated to all councillors (electronically) before being lodged with the Select Committee.	The draft submission on the Resource Legislation Amendment bill has been circulated to Councillors Ramsey, Shepherd, Carr, and Samuels; and the Chief Executive Officer (as delegated authority).	7-Mar-16	Council



**ISSUE: Financial Report to 25 February 2016**

**ID:** A823377

**To:** Council Meeting, 15 March 2016

**From:** Vincent McColl, Financial Accountant

**Date:** 3 March 2016

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

**Executive summary:**

The purpose of this report is to present the **Dashboard Results** for the eight months ended 25 February 2016 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:**

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That the 'Financial Report to 25 February 2016' by Vincent McColl, Financial Accountant, and dated 3 March 2016, be received.

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**Background:**

The council report for the year to date (YTD) shows a net operating surplus of \$2.67M against a budgeted net surplus of \$1.69M, resulting in an overall favourable variance for the year to date of \$977K before transfers to or from special reserves. This variance arises from the total expenditure for the eight months being behind budget by \$854K or 4% and total revenue being ahead of budget by \$121K or 1%. After transfers to reserves the council made a surplus of \$1.05M which is \$428K more than budget.

The main drivers of the year to date revenue and expenditure variances before transfers to or from special reserves are as follows:

Year to Date Variances (negative amounts = unfavourable variances)		Variances to Budget (\$000)	
Item	Revenue	Expenses	Total
<b>Investment Variances</b>			
Greater gains than budgeted in the Property Reinvestment Fund (PRF) and Infrastructure Investment Fund (IIF)	521		521
Lower investment property income due to properties being sold and proceeds being invested	-170		-170
Lower internal interest due to lower use of internal funding	-279	279	0
Interest on externally borrowed funds		-152	-152
Lower investment interest due to property budgeted to be sold and funds invested in term deposits	-121		-121
Community Investment fund gains lower than budget	-190		-190
<b>Total Investment Variances</b>	<b>-239</b>	<b>127</b>	<b>-112</b>
<i>The returns earned on the proceeds of property sales invested in externally managed funds have outperformed the corresponding forgone rental returns by \$120k</i>			
<i>The returns earned on the borrowed funds invested in externally managed funds have outperformed the corresponding cost of borrowing (interest expense) by \$79K</i>			
<b>Operational Variances</b>			
Unbudgeted civil defence contributions from Territorial Local Authorities	163		163
Rates penalties not budgeted	118		118
Prosecutions not budgeted	78		78
Greater rates than budgeted	52		52
Lower consent application fees	-113		-113
Strategic water management survey funding funded half MPI and half I&G reserve	58	-116	-58
Northland Inc. Twin Coast and Kawakawa projects funded via I&G reserve		479	479
Labour costs savings from timing of recruitment, vacancies, and leave movements		104	104

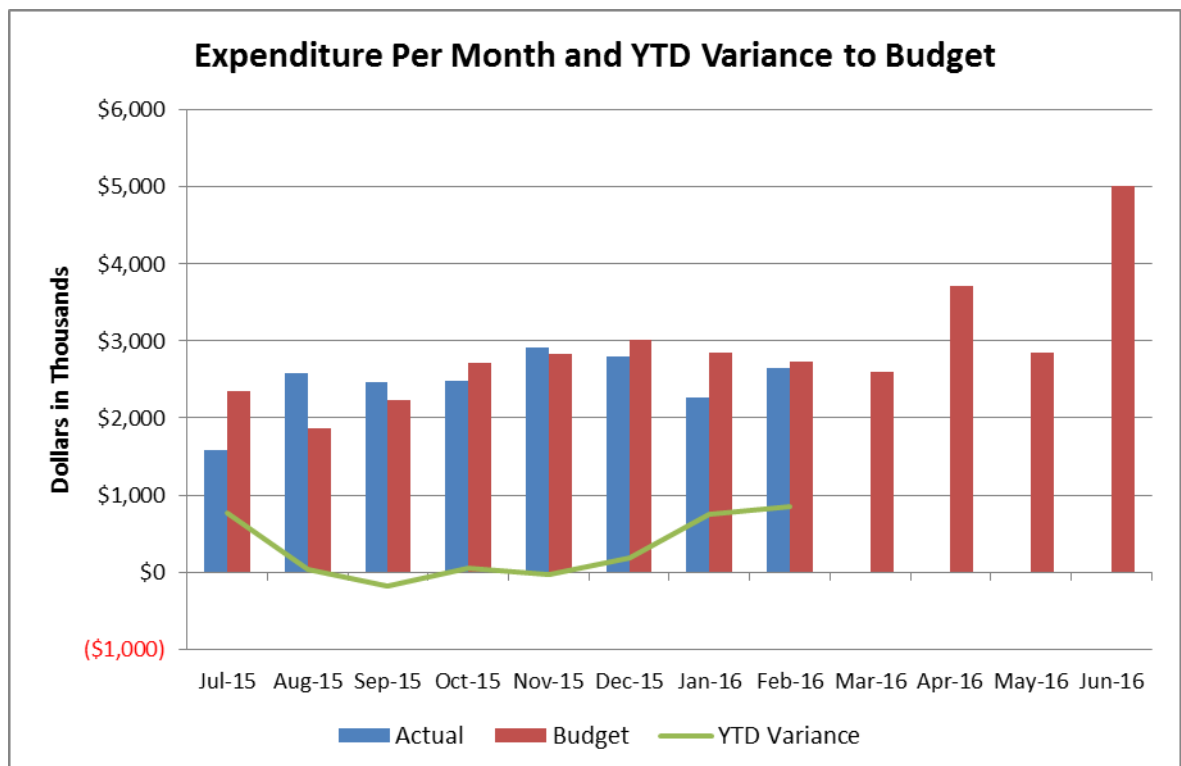
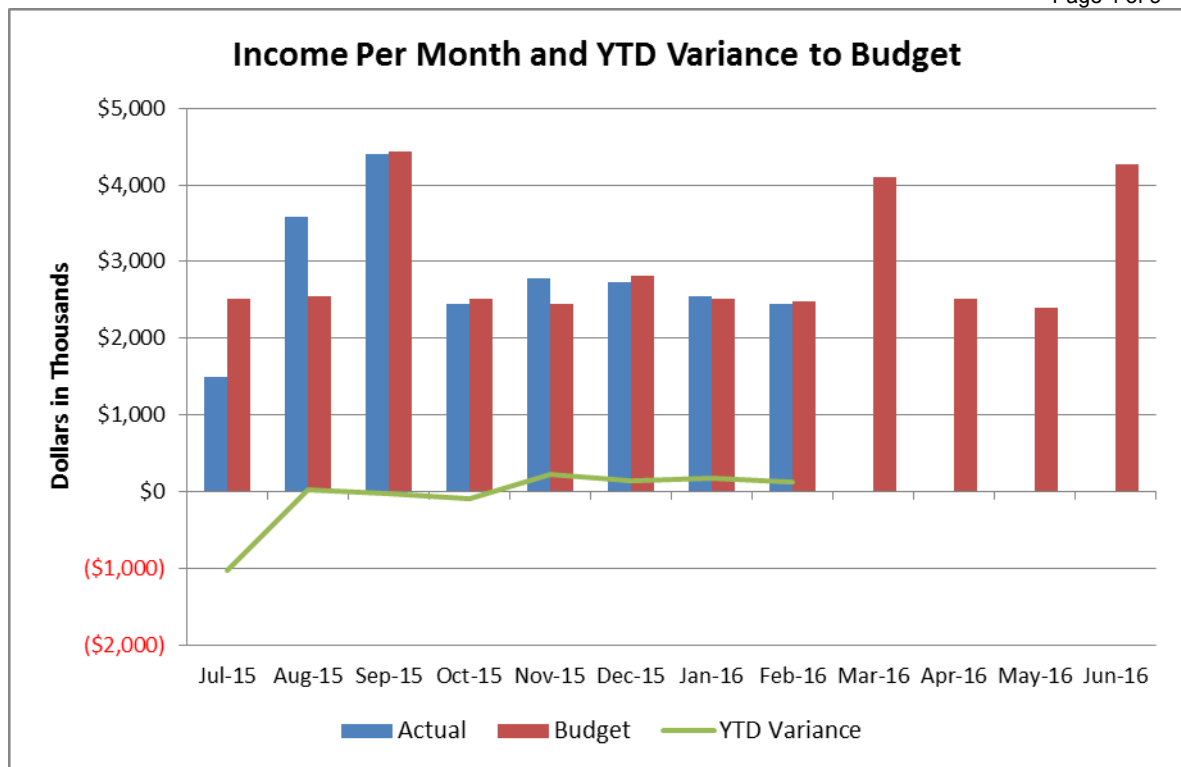
**ITEM: 6.1**  
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Year to Date Variances (negative amounts = unfavourable variances)		Variances to Budget (\$000)	
Item	Revenue	Expenses	Total
Emergency services and contestable grants		81	81
Transport printing and advertising		79	79
Environment funds fully allocated but not spent YTD		47	47
Water and laboratory tests lower than YTD budget		41	41
Lower Policy and Planning printing and advertising due to lower activity greater use of online notifications		32	32
Rates payable on buildings budgeted to be tenanted or sold		-80	-80
<b>Total Operational Variances</b>	<b>356</b>	<b>667</b>	<b>1023</b>
Other Variances	4	60	64
<b>Total Variances</b>	<b>121</b>	<b>854</b>	<b>975</b>

Capital expenditure for the year to date is \$2.91M compared to a budget of \$4.36M. The Whangārei River Dam project at \$1.83M is most of the capex spend and is overspent YTD by \$292K. The Kerikeri–Waipapa River works is running behind schedule and is \$860K below YTD budget. Rating software of \$150K was budgeted YTD (\$300K full year). This is expected to be carried forward to the 2016-2017 year. The vehicle fleet replacement capex is \$126K 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)	\$ 22,406	\$ 22,285	\$ 121
Expenditure	\$ 19,735	\$ 20,591	\$ 857
<b>NET (COST)/SURPLUS BEFORE TRANSFERS FROM/(TO) RESERVES</b>	<b>\$ 2,671</b>	<b>\$ 1,694</b>	<b>\$ 977</b>

YTD EXPENDITURE VARIANCE INDICATORS BY COUNCIL ACTIVITY			
<span style="background-color: red; color: white;">■</span> = negative (unfavourable) variance over 10%			
<span style="background-color: orange; color: black;">■</span> = negative (unfavourable) variance under 10%			
<span style="background-color: green; color: black;">■</span> = positive (favourable) variance			
	FAV / UNFAV		FAV / UNFAV
Resource and Catchment Management	3.0%	Transport	3.8%
River Management	5.7%	Community Representation and Engagement	-1.5%
Economic Development	13.5%	Support Services and Commercial	-3.1%
Hazard Management	-1.5%		



Capital Expenditure Reporting February 2016 Year to Date						
Activity	MONTH		YEAR TO DATE			Revised Budget
	Actual	Budget	YTD Actual	YTD Budget	Variance	
Monitoring	13	0	105,141	145,850	40,709	215,850
Biosecurity	0	0	28,860	76,764	47,904	76,764
Emergency Management	0	0	0	0	0	0
Land and Biodiversity	0	0	0	0	0	0
Harbour Safety and Navigation	0	35,000	39,164	110,000	70,836	147,000
Oil Pollution Response	0	0	0	0	0	0
River Management	103,293	681,525	2,242,290	3,169,996	927,706	4,626,943
Commercial Investments	0	0	0	0	0	0
Information Systems	11,111	32,728	178,844	416,188	237,344	697,098
Communications	0	0	0	11,500	11,500	11,500
Transport	0	0	0	0	0	65,213
Support	30,373	32,139	319,941	428,724	108,784	557,280
<b>GRAND TOTAL FOR COUNCIL</b>	<b>144,790</b>	<b>781,392</b>	<b>2,914,240</b>	<b>4,359,022</b>	<b>1,444,782</b>	<b>6,397,648</b>

	Projects Actual Spend to Date	Budgeted Spend to date	Current variance	Actual % completed	Expected % completed	Total Original Budget to completion	Total Revised Budget to completion	Expected (Overspend) / Cost Savings at completion	Status
<b>Monitoring</b>									
Air Quality Beta Attenuation Monitor (BAM)	-	26,000	26,000	0%	100%	26,000	26,000	-	Timing
Water Quality Monitoring Buoy (and EX02 Sondes)	57,600	50,000	(7,600)	115%	100%	50,000	50,000	-	Overspent
Water Quality Monitoring Buoys for Lakes	15,672	40,000	24,328	15%	38%	105,000	102,000	3,000	Some savings expected due to design changes
Others	31,870	29,850	(2,020)	91%	86%	34,850	34,850	-	On track
<b>TOTAL MONITORING</b>	<b>105,141</b>	<b>145,850</b>	<b>40,709</b>			<b>215,850</b>	<b>212,850</b>	<b>3,000</b>	
<b>Biosecurity</b>									
Digital Ultrasonic logic controller and transducers	24,860	50,000	25,140	50%	100%	50,000	50,000	-	Devices proved ineffective at detecting fan worm so monies have been used to buy a vessel quarantine dock
Others	4,000	26,764	22,764	15%	100%	26,764	26,764	-	On track
<b>TOTAL BIOSECURITY</b>	<b>28,860</b>	<b>76,764</b>	<b>47,904</b>			<b>76,764</b>	<b>76,764</b>	<b>-</b>	
<b>Harbour Safety and Navigation</b>									
Aids to Nav	1,973	50,000	48,027	3%	65%	77,000	77,000	-	Work underway
Outboards - Yamaha 70hp x 2	19,686	30,000	10,314	100%	100%	30,000	19,686	10,314	Under budget due to trade in value of the old outboards
Others	17,505	30,000	12,495	44%	75%	40,000	40,000	-	On track
<b>TOTAL HARBOUR SAFETY AND NAVIGATION</b>	<b>39,164</b>	<b>110,000</b>	<b>70,836</b>			<b>147,000</b>	<b>136,686</b>	<b>10,314</b>	
<b>River Management</b>									
Whangarei River Dam Project	1,834,032	1,542,025	(292,007)	94%	79%	1,542,025	1,960,000	(417,975)	variance for construction costs of \$418k, expect to be offset from additional gains from property sale revenue
Awanui - River Works	79,602	400,000	320,398	11%	57%	700,000	700,000	-	Work underway
Awanui - Renewal Programme	17,265	39,998	22,734	29%	67%	59,997	59,997	-	On track
Kerikeri - Waipapa River works	92,699	953,052	860,353	5%	47%	2,030,000	2,030,000	-	Possible carry forwards of \$1,700,000 as it appears unlikely project will be complete at year end
RTK - GPS upgrade	69,450	66,000	(3,450)	100%	95%	66,000	69,450	(3,450)	Completed
New ADCP flow measuring device	59,763	-	(59,763)	100%	0%	60,000	60,000	-	Timing
Others	89,480	168,921	79,441	53%	100%	168,921	168,921	-	Timing
<b>TOTAL RIVER MANAGEMENT</b>	<b>2,242,290</b>	<b>3,169,996</b>	<b>927,706</b>			<b>4,626,943</b>	<b>5,048,368</b>	<b>(421,425)</b>	
<b>Information Systems</b>									
IRIS	-	36,516	36,516	0%	56%	65,728	65,728	-	On track
Desktop replacement programme	15,485	6,667	- 8,819	155%	67%	10,000	10,000	-	Overspent
Network Switches	-	60,913	60,913	0%	67%	91,370	91,370	-	Programme yet to commence, expected to be as planned
IT Infrastructure	163,359	162,092	(1,266)	71%	70%	230,000	230,000	-	Slight over spend YTD however expected to be on budget at year end
Rating Software	-	150,000	150,000	0%	0%	300,000	-	300,000	Saving for 15/16 financial year will be deferred and carried forward requested into the 16/17 financial year
<b>TOTAL INFORMATION SYSTEMS</b>	<b>178,844</b>	<b>416,188</b>	<b>237,344</b>	<b>2</b>	<b>3</b>	<b>697,098</b>	<b>397,098</b>	<b>300,000</b>	
<b>Communications</b>									
Others	-	11,500	11,500	0%	100%	11,500	11,500	-	Projects not yet commenced, expected to be as planned
<b>TOTAL COMMUNICATIONS</b>	<b>-</b>	<b>11,500</b>	<b>11,500</b>			<b>11,500</b>	<b>11,500</b>	<b>-</b>	
<b>Transport</b>									
CityLink Electronic Ticketing System	-	-	-	0%	0%	65,213	65,213	-	On track
<b>TOTAL TRANSPORT</b>	<b>-</b>	<b>-</b>	<b>-</b>			<b>65,213</b>	<b>65,213</b>	<b>-</b>	
<b>Support</b>									
Vehicle replacement programme	167,057	292,667	125,610	42%	73%	399,000	399,000	-	Currently under review
Air Conditioning Replacement Project	78,279	78,280	1	100%	100%	78,280	78,280	-	Completed
Furniture, Desk set-up and Office configuration	60,254	42,778	(17,476)	93%	66%	65,000	65,000	-	Overspent - \$10k more cost expected
Other	14,350	15,000	650	100%	105%	15,000	14,350	650	Completed
<b>TOTAL SUPPORT</b>	<b>319,941</b>	<b>428,724</b>	<b>108,784</b>			<b>557,280</b>	<b>556,630</b>	<b>650</b>	
<b>TOTAL</b>	<b>2,914,240</b>	<b>4,359,022</b>	<b>1,444,782</b>	<b>2</b>	<b>3</b>	<b>6,397,648</b>	<b>6,505,109</b>	<b>(107,461)</b>	

# Council Detailed Report

## Monthly Report for Period 8

					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 %		
<b>Revenue</b>						
Rates	13,509,715	13,339,756	169,960	1%	20,009,632	20,009,632
User Fees and Sundry	3,207,497	2,957,896	249,600	8%	4,129,840	4,113,840
Grants and Subsidies	662,934	695,883	( 32,948)	-5%	1,089,704	1,297,204
Investment Interest Income	880,466	1,302,893	( 422,428)	-32%	2,504,525	2,294,930
Investment Property Income	1,658,043	1,832,349	( 174,306)	-10%	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	594,984	139,596	455,388	326%	-	209,394
Community Investment Fund Income	331,619	522,000	( 190,381)	-36%	783,000	783,000
Infrastructure Reinvestment Fund	65,676	-	65,676	-	-	-
<b>Total Revenue</b>	<b>22,405,580</b>	<b>22,284,823</b>	<b>120,757</b>	<b>1%</b>	<b>34,869,936</b>	<b>34,947,416</b>
<b>Expenditure</b>						
<b>Resource and Catchment Management</b>						
BIO - Biosecurity	2,067,601	2,055,999	( 11,602)	-1%	3,157,856	3,282,251
COASTAL - Coastal Monitoring	259,556	166,598	( 92,958)	-56%	336,403	355,153
COMPLNCE - Compliance Monitoring	1,891,118	1,956,962	65,844	3%	3,057,075	3,056,565
CONADV - Consents Advice	574,643	548,865	( 25,777)	-5%	833,801	873,117
CONAPP - Consents Applications	501,250	589,067	87,816	15%	972,256	943,067
LNDBIO - Land & Biodiversity	1,447,020	1,513,512	66,492	4%	2,802,556	2,932,897
PAP - Planning and Policy	1,221,688	1,357,156	135,468	10%	2,206,766	2,172,376
SOE - State of the Environment	940,999	987,930	46,930	5%	1,590,220	1,545,830
<b>Total Resource and Catchment Management</b>	<b>8,903,876</b>	<b>9,176,089</b>	<b>272,213</b>	<b>3%</b>	<b>14,956,932</b>	<b>15,161,254</b>
<b>River Management</b>						
HYDRO - Hydrology	441,187	449,288	8,101	2%	805,460	783,881
RIVMGT - River Management	1,669,499	1,787,861	118,362	7%	2,798,660	2,823,213
<b>Total River Management</b>	<b>2,110,687</b>	<b>2,237,150</b>	<b>126,463</b>	<b>6%</b>	<b>3,604,119</b>	<b>3,607,094</b>
<b>Economic Development</b>						
CML - Commercial Investments	404,676	293,093	( 111,583)	-38%	438,617	438,418
EOACT - Economic Development Activities	1,605,089	1,959,301	354,212	18%	2,812,532	3,719,791
ECOPRO - Economic Development Projects	208,218	311,548	103,330	33%	432,474	285,731
<b>Total Economic Development</b>	<b>2,217,984</b>	<b>2,563,942</b>	<b>345,958</b>	<b>13%</b>	<b>3,683,623</b>	<b>4,443,940</b>
<b>Hazard Management</b>						
EME - Civil Defence and Emergency	501,312	505,415	4,103	1%	762,047	818,509
NATHAZ - Natural Hazards	418,209	418,709	500	0%	745,878	944,042
OILSPILL - Oil Pollution Response	115,609	95,839	( 19,770)	-21%	154,530	154,470
<b>Total Hazard Management</b>	<b>1,035,129</b>	<b>1,019,963</b>	<b>( 15,166)</b>	<b>-1%</b>	<b>1,662,454</b>	<b>1,917,021</b>
<b>Transport</b>						
HARBOUR - Harbour Safety	1,209,497	1,149,202	( 60,295)	-5%	1,843,075	1,847,227
TRAPTA - Passenger Transport Administration	1,385,249	1,505,776	120,527	8%	2,393,275	2,386,842
TRARTM - Regional Transport Mangement	256,882	308,836	51,954	17%	488,661	496,613
<b>Total Transport</b>	<b>2,851,628</b>	<b>2,963,814</b>	<b>112,186</b>	<b>4%</b>	<b>4,725,012</b>	<b>4,730,682</b>
<b>Community Representation and Engagement</b>						
COMPRO - Community Projects	430,896	511,327	80,431	16%	1,017,687	991,957
CORP - Corporate	614,967	495,690	( 119,276)	-24%	822,195	774,024
CORPSTRA - Corporate Strategy	54,370	16,667	( 37,703)	-226%	80,705	35,000
ENVRED - Environmental Education	259,858	288,124	28,265	10%	551,906	480,854
MAORI - Maori Engagement	89,312	158,518	69,206	44%	246,077	246,355
REPRES - Community Representation	1,169,022	1,109,978	( 59,043)	-5%	1,554,605	1,747,527
<b>Total Community Representation and Engagement</b>	<b>2,618,425</b>	<b>2,580,304</b>	<b>( 38,121)</b>	<b>-1%</b>	<b>4,273,174</b>	<b>4,275,718</b>
<b>Support Services</b>						
COMMS - Communications	375,435	406,384	30,948	8%	594,276	650,389
CUSTSERV - Customer Services	186,212	93,030	( 93,182)	-100%	108,008	142,455
FINANCE - Finance	1,199,740	1,227,309	27,569	2%	3,066,724	2,833,851
HR - Human Resources	310,656	280,213	( 30,442)	-11%	367,330	392,904
IT - Information Technology	1,374,614	1,259,059	( 115,555)	-9%	1,777,581	1,923,993
ONLINE - Online	131,768	111,478	( 20,289)	-18%	204,506	167,735
PROPERTY - Property	313,446	383,808	70,361	18%	515,157	554,774
RECORDS - Information Management	212,464	219,925	7,461	3%	328,037	335,325
Internal Transfers	( 4,104,335)	( 3,931,206)	173,129	-4%	( 6,818,084)	( 6,689,426)
<b>Total Support Services</b>	<b>-</b>	<b>50,000</b>	<b>50,000</b>	<b>100%</b>	<b>143,537</b>	<b>312,000</b>
<b>Total Expenditure</b>	<b>19,737,728</b>	<b>20,591,261</b>	<b>853,533</b>	<b>4%</b>	<b>33,048,851</b>	<b>34,447,709</b>
<b>Net (Cost)/Surplus of Services</b>	<b>2,667,852</b>	<b>1,693,562</b>	<b>974,290</b>	<b>58%</b>	<b>1,821,085</b>	<b>499,707</b>



## Council Detailed Report

### Monthly Report for Period 8

Total Council	YTD Budget 2015-16				Full Year Budget Annual Plan 2015-16	Full Year Revised Budget 2015-16
	YTD Actual 2015-16	16	Variance	Variance %		
<b>Other Gains</b>						
Forestry Revaluation	-	-	-	-	-	-
(Loss)/Gain on Sale of Assets	( 19,348)	-	( 19,348)	-	619,566	619,566
(Loss)/Gain on Disposal of Financial Investments	-	-	-	-	-	-
Revaluation - Fair Value of Financial Investments	22,519	-	22,519	-	-	-
Emissions Trading Scheme	-	-	-	-	-	-
<b>Total Gains</b>	<b>3,171</b>	<b>-</b>	<b>3,171</b>	<b>-</b>	<b>619,566</b>	<b>619,566</b>
<b>Net (Cost)/Surplus of Service before transfer from/(to) Special Reserves</b>	<b>2,671,023</b>	<b>1,693,562</b>	<b>977,461</b>	<b>58%</b>	<b>2,440,651</b>	<b>1,119,273</b>
<b>Transfers from/(to) Special Reserves</b>						
Transfers from/(to) Land Management	-	13,000	13,000	100%	274,500	287,500
Transfers from/(to) Awanui River	( 125,853)	( 130,548)	( 4,695)	4%	( 113,694)	( 113,687)
Transfers from/(to) Kaihu River	296	( 5,188)	( 5,484)	106%	3,634	3,162
Transfers from/(to) Kaeo River Reserve	( 71,142)	( 35,523)	35,619	-100%	( 47,049)	( 47,358)
Transfers from/(to) Whangarei Urban River Reserve	( 258,160)	( 243,048)	15,112	-6%	( 978,028)	( 978,585)
Transfers from/(to) Priority Rivers Reserve	-	-	-	-	-	-
Transfers from/(to) Infrastructure Facilities Reserve	-	-	-	-	( 80,150)	( 113,074)
Transfers from/(to) Recreational Facilities Reserve	( 761,417)	( 683,573)	77,844	-11%	( 1,016,142)	( 1,016,137)
Transfers from/(to) Property Reinvestment Fund Reserve	-	-	-	-	-	-
Transfers from/(to) Forest Income Equalisation Reserve	23,145	80,204	57,059	71%	26,320	26,323
Transfers from/(to) Hatea River Reserve	( 81,442)	12,893	94,335	732%	( 4,658)	( 5,594)
Transfers from/(to) Environment Fund Reserve	-	-	-	-	-	-
Transfers from/(to) Investment and Growth Reserve	65,200	441,029	375,828	85%	607,602	1,523,750
Transfers from/(to) Approved Carry Forwards General Reserve	59,338	74,000	14,662	20%	-	350,000
Transfers from/(to) Waipapa/Kerikeri River Reserve	( 134,209)	( 72,361)	61,848	-85%	( 197,488)	( 138,105)
Transfers from/(to) Infrastructure Investment Fund Reserve	-	-	-	-	-	-
Transfers from/(to) Community Investment Reserve	( 336,405)	( 522,000)	( 185,595)	36%	-	( 783,000)
Transfers from/(to) Revaluation Financial Assets Reserve	-	-	-	-	-	-
Transfers from/(to) Kaitaia Bus Reserve Reserve	( 1,978)	( 1,575)	403	-26%	( 2,363)	( 2,363)
Transfers from/(to) Oyster Shell Reserve	-	-	-	-	-	-
<b>Net (Cost)/Surplus of Service after transfer from/(to) Special Reserves</b>	<b>1,048,396</b>	<b>620,871</b>	<b>427,525</b>	<b>69%</b>	<b>913,135</b>	<b>112,105</b>

Note 1: Total Expenditure by Type	YTD Actual	YTD Budget	Variance	Variance %	Full Year Budget Annual Plan	Full Year Revised Budget
<b>Expenditure</b>						
Labour Costs	7,845,238	7,949,497	104,260	1%	12,112,685	12,340,254
Operations	10,581,165	11,328,648	747,482	7%	18,961,873	20,133,162
Member Expenses	447,366	452,553	5,188	1%	683,450	683,450
Depreciation	863,959	860,562	( 3,397)	0%	1,290,843	1,290,843
Finance Overheads	4,104,846	3,931,206	( 173,640)	-4%	6,818,084	6,689,426
Internal Recharges	( 4,104,335)	( 3,931,206)	173,129	-4%	( 6,818,084)	( 6,689,426)
<b>Total Expenditure</b>	<b>19,738,239</b>	<b>20,591,261</b>	<b>853,022</b>	<b>4%</b>	<b>33,048,851</b>	<b>34,447,709</b>

( 2,671,023)

( 1,693,562)

( 2,440,651)

( 1,119,273)





**ISSUE: Northland Inc. Limited Six Month Financial Report, and Reporting Against Statement of Intent (SOI) for 2015–18 and Regional Promotions**

**ID:** A822630

**To:** Council Meeting, 15 March 2016

**From:** Simon Crabb, Finance Manager; and Darryl Jones, Economist

**Date:** 3 March 2016

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

**Executive summary:**

The purpose of this report is to present Northland Inc. Limited's financial results and progress against its Statement of Intent (SOI) 2015–2018 for the six months to 31 December 2015. A separate report on the expanded Regional Promotions Programme for the same reporting period is also presented.

**Legal compliance and significance assessment:**

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

**Recommendation:**

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That the report 'Northland Inc. Limited Six Month Financial Report, and Reporting Against Statement of Intent (SOI) for 2015–18 and Regional Promotions' by Simon Crabb, Finance Manager; and Darryl Jones, Economist, and dated 3 March 2016, be received.

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**Report:**

Northland Inc. Limited's report against their Statement of Intent for the six months ending 31 December 2015 is included as **Attachment One**. Northland Inc. Limited's report on the expanded Regional Promotions programme for the same six-month period is included as **Attachment Two**.

**Financial Report**

The Northland Inc. Limited year to date result at 31 December 2015 is tracking largely in-line with budget, with a favourable net surplus variance for the year to date of \$4,447.

The forecasted year end operating surplus continues to be \$3,184, and is slightly less than the year end budgeted surplus of \$10,001.

Northland Inc. Limited's cash position at 31 December 2015 was \$398,963 which is in-line with its December 2015 forecasted position of \$396,606, and indicates that there are no foreseen cash-flow management issues during the forecasted period to 31 March 2016.

**SOI key performance indicators**

Staff have reviewed the material supplied and confirm that reporting has been done against all five non-financial performance measures set out in section 9 of the Northland Inc. Limited Statement of Intent 2015–2018.

The data and narrative material provided indicates that Northland Inc. is behind track for most of the performance measures. For example, sessions on the website are running 27% behind the level necessary to reach the target increase of 10%. Similarly, only around 20% of the annual targeted level of investment in building capacity and supporting innovation through New Zealand Trade and Enterprise and Callaghan Innovation funding has been achieved in the first six months.

**Regional Promotions Report**

This is the first six-month report on the expanded regional promotions programme that is being undertaken by Northland Inc. This programme is funded by an additional \$410,500 per annum allocation for three years as agreed to by council at its meeting on 14 July 2015. Work on the expanded regional promotion programme only began in earnest in September once satisfactory key performance indicators had been established. Progress in terms of the five key programmes, which together represent \$400,000 of the funding, are summarised below.

- Business Growth Programme – good progress in establishing new coalitions and in attracting co-funding contributions; limited progress in developing the landing pad component of this programme.
- Tactical Marketing Plan – good progress in establishing new sellers of Northland; no trade famils yet recorded but this, along with other activities, are planned for the second half of the year.
- Conference Marketing – limited progress in this programme, and no reporting against the expansion of the conference seller database performance measure.

**ITEM: 6.2**

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- Trade Channel Marketing – less progress in this programme, and no reporting against the first two performance measures.
- Digital marketing – some good progress here, particularly in relation to the image library. The report indicates that two of the performance measures cannot now be measured due to Google Analytics no longer providing this information. A discussion of alternative measures would be useful.

Staff from Northland Inc. Limited will be available to speak to both reports.





# NorthlandInc

Growing Northland's Economy

Kia tupu ai te ōhanga o Te Tai Tokerau

## Interim Report against Statement of Intent

Six month period to 31 December, 2015



## Investment & Infrastructure

### **KPI | The Northland Economic Action Plan implementation is underway**

The Action Plan document and a summary document 'Prosperity Roadmap,' have been finalised and are going to print in January, the launch on the 4<sup>th</sup> February has been organised by Northland Inc and we are expecting at least four ministers and local dignitaries to be in attendance. There is a media programme in place around the launch to ensure the right messages about the Action Plan are disseminated.

We are currently negotiating joint funding from MBIE for a Portfolio Manager to work within our organisation under the direct report to the GM Investment and Infrastructure. The organisation is also investigating suitable project management software to house the Action Plan activities.

### **KPI | A minimum of four Northland Inc Board recommendations made to the Northland Regional Council Investment and Growth Reserve for funding**

One project has been approved by the Northland Inc Board in the second quarter and is currently sitting with NRC Management.

Three feasibility funding proposals have been approved by the Northland Inc Board and subsequently the NRC: The Orchard, Ngawha Sawmill and the Northland Regional Economic Vitality Extension Initiative.

The Action Plan pipeline, once completed, will confirm the prioritised projects for the region. Northland Inc has also been progressing a number of other projects and will look to presenting these to the Northland Inc Board in the second half of the year.

## Business Innovation & Growth

The quarter saw the organisation again secure the Regional Business Partnership Programme contract. This is in place for 5.5 years, commencing 1 January, 2016. There was a 39% increase in funding which has enabled further resource in the team. Through the programme we continue to work with the Northland Chamber of Commerce, who deliver the Business Mentor service in the region.

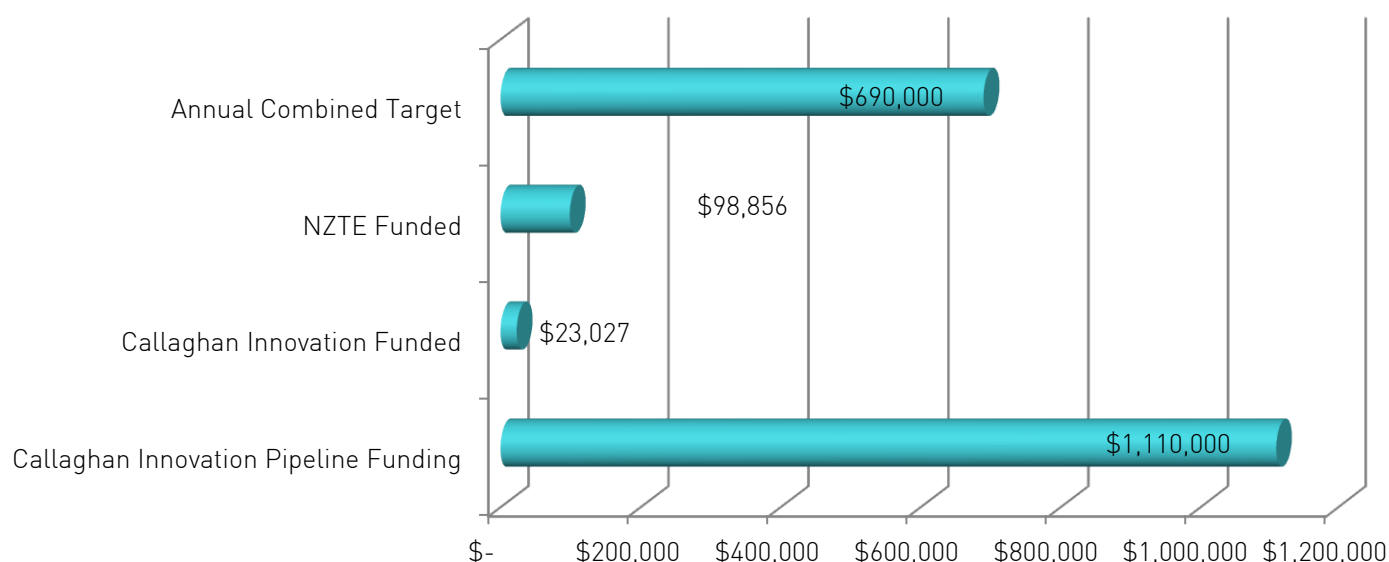
The team delivered the Digital Broadband Registration of Interest and the Digital Enablement Plan on behalf of the regions four Councils with the common goal of extending UFB/RBI coverage and eliminating Mobile Black Spots. A Digital Leadership Group has also been formed with John Robertson, current Commissioner to the Kaipara District Council, as Chair.

Regional Promotion activity has included a variety of workshops and events, reaching approximately 125 people. Other projects are being developed to build an Entrepreneurial Ecosystem for Northland. These are The Orchard collaborative working space, the Landing Pad investment office, various business coalitions in multiple sectors and a Regional Research Office.

### KPI | A minimum of 150 unique business engagements and \$1.5million invested in building capacity and supporting innovation in Northland firms

During this quarter, an extensive revamp and training was initiated on the Customer Relations Management (CRM) system at Northland Inc to enable accurate data capture and track the progress of our business clients over time. The data in the CRM will be verified by a NorthTec student over the January holiday period which will create a sound basis for better outcome reporting. These are expected to be included in Quarter 3 reporting. At this time we are able to report accurately the NZTE & Callaghan funding into the region which does not include business contribution (counted in our KPI). Generally NZTE funding is on a 50/50 basis and Callaghan varies between a 40% and 20% public subsidy.

NZTE & Callaghan Innovation Funding into Northland 2015-16



## Regional Promotions & Tourism

The quarter has seen the continuation of focus on improving regional spread, length of stay, and seasonality. The team have continued to develop the international marketing coalition under the Regional Promotions activity and the Twin Coast Discovery Revamp. Regional results;

- Northland guest night growth 4.5% YE Nov 2015, (National 4.8%, FN & Kaipara +7.5%, WRE -1.7%)
- Twin Coast Discovery: 17 Byway applications, 3 pilots, 5 ready to go, 9 need further assistance to develop. Phase 2 RFP will be out by end of Feb
- International Marketing Group formed, \$37K private sector investment to support an annual tactical marketing programme
- TRENZ annual trade show participants from 6 to 14 due to added regional promotion support. Subsidies have been provided for 3 first-timers through the dedicated regional promotion funding.
- Image Library Update – 60 new hero images have been added to our stock inventory. A further cultural shoot working with Te Kura Hourua O Whangarei Terenga Paroa will be undertaken in Q1 next year.
- World Masters Games 2017 proposal. 35,000 athletes (more than the Olympics) will attend the games in Auckland with friends and families for 10 days. The target market is likely to spend more and stay longer than other events of this kind. Northland will be one of 5 regional destinations promoted before and during the games thanks to added regional promotion funding.
- Comms and Trade: 13 media visits (US, UK, Australia, NZ), 9 international trade seller visits during Q1 and Q2.
- Refreshed imagery and layout for all publications has been achieved

### KPI | A minimum of 10% annual increase in (Google Analytics) sessions on the website

NORTHLANDNZ.COM			
Visitor Sessions	2013-14	2014-15	2015-16
Quarter 1	27,646	41,985	43,979
Quarter 2	42,588	63,375	54,398
Quarter 3	49,376	67,949	-
Quarter 4	38,990	54,478	-

In July 2015 [www.northlandnz.com](http://www.northlandnz.com) and [www.northlandinc.co.nz](http://www.northlandinc.co.nz) were consolidated into one content management system to simplify management, maintenance and reporting.



Whilst year-on-year growth for [www.northlandnz.com](http://www.northlandnz.com) has been steadily increasing (see below), the platform migration has affected the nature of website visits, with a 14% decrease in traffic for the 2<sup>nd</sup> quarter 2015 compared to the 2<sup>nd</sup> quarter the year before.

#### YEAR-ON-YEAR GROWTH 2013-2015

Northlandnz.com	July 1 2013 – July 1 2014	159,027 visits
Northlandnz.com	June 1 2013 – June 1 2014	154,587 visits
Northlandnz.com	June 1 2014 – June 1 2015	223,601 visits

Traffic overall has dipped because the website structure was partitioned (visit, do business, live), however, a 10%-20% reduction (industry experience) in organic searches (those from generic searches) is to be expected when URL's change.

Thus Organic (search engine) traffic for [www.northlandnz.com](http://www.northlandnz.com) has decreased, however referrals (from websites linking to us eg MBIE) are up 78% and direct traffic (where people have typed in our address eg from our Action Plan) is up 11% for Oct 1, 2015-Dec 31, 2015 compared to Oct 1, 2014-Dec 31, 2014.

We are conducting an audit of [www.northlandnz.com](http://www.northlandnz.com) at the end of February which will show us the overall performance and behaviour of the website since the consolidation, and offer insights as to on-going development. This will focus on the different sections of the site to uncover detail on what sections are working, and if we need to improve structure, content or delivery.

We expect this is a dip that we will recover in the medium term (6-12 months).

## Māori Economic Development

### KPI | A minimum of two Northland Inc Board Recommendations to partner with iwi, hapu and/or Maori collective organisations on economic development projects

Four key applications are in various stages of development.

Te Roroa Commercial Development Company application for partnership funding is completed and ready for the Northland Inc Board to consider at the next (February) meeting. Funding is to be used to create an overarching Tourism Strategy for the Te Roroa assets. This application replaces the previous approval for a strategy incorporating the Schwebel proposal in the Waipoua forest.

An application by Te Runanga o Whaingaroa for partnership funding to develop a Tourism strategy is completed and ready for the Board to consider.

An application by Te Nōta for Impact funding to create a strategy for a collective of Maori interests in the production of Manuka Honey is completed and ready for the Northland Inc Board to consider. Te Nōta is a new company that has been formed from interests in Te Runanga o Te Rarawa, Te Roroa Commercial Development Company, Te Uri o Hau Settlement Trust, Ngati Wai Trust Board, the Ngati Hine Forestry Trust and other smaller groups to gain some leverage in a land to brand proposition for Manuka honey in the Tai Tokerau.

Rawhiti 3B2 Ahu Whenua Trust have sent in a first draft of an application for partnership funding to develop the walking tracks in Rawhiti 3B2 and around Cape Brett.

# Corporate Services

## KPI | Prudent Financial Management:

Management reports to 31 December 2015

### Profit and Loss Budget Performance inclusive of Forecast Year End 2016

Highlights of financials (Profit & Loss):

- Revenue YTD are ahead of budget (YTD\$2,368) & forecast makes allowances for unsecured Council funding offset by increase in revenue from project areas(FCAST (\$7,617)
- Expenses YTD and forecast are below budget (YTD\$14,209) & (FCAST\$29,032)
- The variance between Other Income and Other Expense is \$28,232 mainly due to feasibility expenses inclusive of Cruise Ship expense liability from 13/14 (\$10k)
- Action Plan cost to 31 December is \$22,500 with Year End expected costs of \$29,167 (Project Management - WDC contributed \$7,500 funding)

### Conclusion

Actual YTD - Revenue tracking to budget and overall expenses were under budget, though some of that will be timing.

Forecast - We have accomplished a lot within the first six months, updating CRM, dated equipment, resources and some ability to initiate pieces of specialised work. The next six months will require careful administration to ensure we come in on budget at year end

	31 December 2015 YTD Actuals	YTD Budget	Variance	30 June Year End Forecast Est	Annual Budget	Variance
<b>Ordinary Income/Expense</b>						
<b>NRC Income</b>	990,864.50	988,907.50	1,957.00	1,970,022	1,967,815	2,207
<b>NIF Income</b>	64,000	64,000	0.00	64,000	64,000	0
<b>Project &amp; Council Income</b>	155,411	155,000	411.20	405,176	415,000	-9,824
<b>Total Income</b>	<b>1,210,276</b>	<b>1,207,907</b>	<b>2,368</b>	<b>2,439,198</b>	<b>2,446,815</b>	<b>-7,617</b>
<b>Expense</b>						
<b>Depreciation</b>	15,868	12,502	-3,366	28,366	25,000	-3,366
<b>Wages</b>	421,128	453,688	32,559	912,094	907,375	-4,719
<b>Overheads</b>	154,549	153,119	-1,430	332,710	331,451	-1,259
<b>Director Expenses</b>	41,026	43,230	2,204	84,256	86,460	2,204
<b>Project Direct Costs</b>	320,976	305,217	-15,759	1,050,357	1,086,528	36,172
<b>Total Expense</b>	<b>953,547</b>	<b>967,756</b>	<b>14,209</b>	<b>2,407,782</b>	<b>2,436,814</b>	<b>29,032</b>
<b>Net Ordinary Income</b>	256,728	240,152	16,577	31,416	10,001	21,415
<b>Other Income</b>	230,715	0	230,715	231,280	0	231,280
<b>Other Expenses</b>	-242,845	0	-242,845	-259,512	0	-259,512
<b>Net Income</b>	<b>244,599</b>	<b>240,152</b>	<b>4,447</b>	<b>3,184</b>	<b>10,001</b>	<b>-6,817</b>

## Balance Sheet to 31 December 2015

### Highlights of financials (Balance Sheet):

- Assets are:
  - Cash in Term Deposits & bank accounts \$398,963
  - Receivables \$242,784 are mainly made up of current invoices, being \$122,000 feasibility funding, \$76,000k Infometrics, \$37,300 International Marketing Group, \$21,500 NZTE/CI
  - Fixed assets are vehicles and office equipment
  - Other assets relates to deferred tax (refund on 14/15 expected)
- Liabilities are:
  - Total Accounts Payables are made up of current invoices received, inclusive of Infometrics \$76,000
  - Other Current Liabilities are mainly made up of NRC loan \$47,696, Income in Advance \$41,049, Accruals \$211,061 (expenses not yet realised for feasibility, operations and projects)

### Conclusion

The Balance Sheet reflects a positive cashflow position and the ongoing viability of the organisation.

	as at 31 Dec, 15	Closing Balance Jun 30,15	Movement
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Total Current Assets</b>	644,628	440,515	204,113
<b>Total Fixed Assets</b>	113,425	103,397	10,028
<b>Total Other Assets</b>	16,723	16,723	0
<b>TOTAL ASSETS</b>	<b>774,775</b>	<b>560,635</b>	<b>214,141</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Total Accounts Payable</b>	120,847	145,268	-24,421
<b>Total Other Current Liabilities</b>	338,480	344,519	-6,039
<b>Total Liabilities</b>	459,327	489,787	-30,460
<b>Equity</b>			
<b>Contributed Capital</b>	100	100	0
<b>Equity</b>	70,748	51,181	0
<b>Net Income</b>	244,600	19,567	225,033
<b>Total Equity</b>	315,448	70,848	225,033
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>774,775</b>	<b>560,635</b>	<b>214,140</b>

Northland INC	October		November		December		January		February		March		Jul 15 - Jun 16			
Cash Flow 2015/16	Forecast	actual	Forecast	actual	Forecast	actual	Forecast	actual	Forecast	actual	Forecast	actual	Forecast YTD	actual YTD	Variance	Annual Budget
Income																
Grants	680,172	680,172	-	1,963	92,000	92,000	-	-	359,610	-	184,745	-	1137532	1139495	1963	2262987
Project Income	22,042	22,178	45,042	45,889	22,042	23,153	22,042	22,557	53,667		22,042		178,252	182,032	3,780	477,250
NIF Income													17,250	17,250	-	73,600
Total Income	702,214	702,350	45,042	47,852	114,042	115,153	22,042	22,557	413,277	-	206,787	-	1,333,034	1,338,777	5,743	2,813,837
Expenses																
Salaries	75,615	65,560	68,019	65,005	68,019	65,561	67,749	70,296	67,749	-	76,698	-	506,245	500,065	(6,180)	907,375
Programme Expenditure																
Promotions	8,743	8,743	17,345	17,345	15,169	15,169	14,845	13,641	98,518	-	116,086	-	76,025	74,786	(1,377)	696,515
Sectors	12,317	13,231	11,206	12,767	6,282	7,121	5,931	-	6,445	-	6,445	-	54,782	52,166	(2,616)	100,494
Business Dev	9,555	13,094	1,988	9,065	15,848	20,732	9,889	9,889	39,452	-	23,479	-	55,644	71,146	15,502	212,750
Investment (Feasibility Fund)			9603	9,603					57500		63,250		9,603	9,603	-	230,000
Overheads	39,805	39,805	33,047	31,404	46,431	46,431	41,537	18,175	35,347		34,547		260,456	220,899	(39,557)	467,966
														-	-	
total expenses	146,034	140,433	141,207	145,189	151,748	155,014	139,950	112,001	305,010	-	320,505	-	962,755	928,665	(34,228)	2,615,100
GST estimate			73,798	74,721					(2,422)		17,562		109,618	111,115	1,497	140,503
Provisional & terminal tax						(5,000)			(31,802)				1,667	(3,333)	(5,000)	-
SUB TOTAL OPERATING CASHFLOWS	556,122	561,917	(170,021)	(172,058)	(37,764)	(34,861)	(117,966)	(89,444)	142,433	-	(131,337)	-	258,994	302,330	43,474	58,234
Other Income and Expenses																
NRC Loan ex interest	2,304	2,304	2,317	2,317	2,330	2,330	2,343	2,343	2,356		2,369					
Prior year debtors	3450	3,450	2,503	2,503	786	786	11,394	8,625								
Prior year creditors	-															
Extraordinary items/accruals	10354	(10,924)	48,000	46,626	(5,047)	(5,164)	19,205	(19,260)								
Sub total Other Income & Expenses	9,208	(12,070)	47,814	46,440	(3,503)	(3,620)	10,154	(25,542)	2,356	-	2,369	-				
TOTAL OPERATING CASHFLOWS	546,914	573,987	(217,835)	(218,498)	(34,261)	(31,241)	(128,120)	(63,902)	140,077	-	(133,707)	-				
OPENING BALANCE	94,913	74,715	648,702	648,702	430,867	430,204	398,963	398,963	335,061	335,061	475,139	335,061				
Operating surplus/(deficit)	546,914	573,987	(217,835)	(218,498)	(34,261)	(31,241)	(128,120)	(63,902)	140,077	-	(133,707)	-				
Non operating surplus/(deficit)																
CLOSING BALANCE	641,827	648,702	430,867	430,204	396,606	398,963	270,843	335,061	475,139	335,061	341,432	335,061				





# NorthlandInc

Growing Northland's Economy

Kia tupu ai te ōhanga o Te Tai Tokerau

## Regional Promotions Report

Six months to 31 December, 2015



## Introduction

The extended Regional Promotions Programme commenced in late September 2015, after the KPIs were signed-off by NRC CEO. This report then covers three months activity until 31 December 2015.

### Business Growth Programme Highlights

- The forestry First Region Lumber coalition has been formed with four companies under a new structure
- Northland Inc intervention allowed for double the number of attendees to make it to the Taste of Auckland show, a new 'Savour' brand was developed and enhanced the regional offerings at the show
- Secondment relationship was developed with WDC (.25FTE) to ensure stronger focus on investing in Northland
- Landing pad activities, (outside NEAP projects ) includes inviting investors to look at \$26 million worth of deals in the private sector (Northland wide), and strengthening relationships with investors across NZ
- A new coalition of tourism businesses has been formed, under the title of Northland International Marketing Group. Group members will pay an annual membership fee of \$2,500 to fund an extension to Northland Inc's offshore tourism marketing, allowing for an extension of activity to take place in developing markets including China and South America and, if an analysis to be undertaken in Q1 2016 confirms the value proposition, India also.

### Destination Marketing

#### Tactical Plan

- To date four new sellers have committed to featuring Northland in their in-market holiday programmes
- The trade familiarisation 'season' for 2016 will focus on the February to May period, in line with Tourism New Zealand's current focus on shoulder season activity and due to peak season capacity constraints emerging around the country given the current high levels of international visitor growth.

#### Conference

- The additional funding now allows for the re-introduction of a conference marketing function within Northland Inc, with the programme to be developed by Q2 2016.



## Trade Channel Marketing

- A significant result of the additional funding provision has been the confidence given to businesses to invest more in international trade marketing onshore, through the annual TRENZ buyer-seller exchange to be held in Rotorua in 2016
- By year-end 2015, 15 Northland tourism businesses had paid their deposits to attend the trade show in 2016, up from just 6 in 2015
- Northland Inc has made a small subsidy available to encourage first time participants to attend totalling \$6,000, while total industry investment in the show has grown to approximately \$150,000 for 2016
- Northland Inc will extend activity into China and South America in 2016, participating in Tourism New Zealand's 'Kiwilink' trade shows in both marketplaces in late 2016.

## Digital Marketing

- At year-end 2015, digital results showed an extension of audiences reached across both our website and social media channels. Changes in the reporting available via Google Analytics means some measures have now been superseded
- A major photoshoot was completed in November 2015, using internationally renowned destination specialist photographer David Kirkland. Some 60 images were added to the image library, with all shots created having a 'campaign focus' and featuring people-interaction as a central theme
- A Chinese language Trade Directory of tourism products and services was published in October 2015, and is being distributed via Chinese trade channels; this production was cost-neutral due to industry advertising contributions.

# Regional Promotions Programme 2015/2016

Business Growth Programme	Baseline	Expanded Programme	Performance Measures	Budget Allocation	Results as at 31 Dec 2015
Northland's driver industry sectors benefit from strong industry promotion, coordination and collaboration	No baseline activity	Coalition, Collaboration and Promotion Programme	<p>4 new coalitions created</p> <p>40% co-funding achieved from private sector in implementation of coalition work programme</p> <p>Coalition Activities represent a regional brand in new market developments</p> <p>At least 2 new export deals facilitated</p>	<p><b>\$120,000</b></p> <p>Coalition contribution actual (\$41,049)</p> <p>(Coalition contribution committed \$30,000)</p> <p>YTD Actual \$17,023</p>	<p>Formation of the Northland International Marketing Group in the tourism sector.</p> <p>Formation of First Region Lumber forestry marketing coalition:</p> <ol style="list-style-type: none"> <li>1) 4 companies working together under a new company structure</li> <li>2) Actively quoting on export deals (3 completed)</li> </ol> <p>Formation of Savour Northland Food and Wine and attendance @ Taste Auckland</p> <ol style="list-style-type: none"> <li>1) 8 Company Attendees</li> <li>2) International PR and exposure</li> </ol>

Coalition contribution  
(\$14,215) matched  
funding

ITEM 6.2: Attachment 2  
3) New sales channels  
developed

Coalitions workshop held to  
29 attendees – “How to  
Cluster”

YTD Actual \$3,795

Formation of Te Nota, Maori  
miere collective

Coalition contribution  
Actual (\$2,488)

Landing Pad  
programme  
developed

Alignment and  
development of activities  
to develop an ‘embassy’  
for potential inward  
investment

**\$30,000**

YTD Actual \$3,682

One workshop held –  
Foreign Direct investment to  
20 attendees

At least two inward  
investment delegations  
hosted

Coalition contribution  
(\$3,500) in kind

One inward delegation held

Qualify and present 2  
regional investment  
opportunities.

Destination Marketing Programme	Baseline	Expanded Regional Promotion Programme	Performance Measures	Additional Budget Allocation	Results as at 31 Dec 2015
<ul style="list-style-type: none"> <li>Annual Destination Marketing Tactical Plan</li> </ul>	Australia - TNZ campaign, TNZ wholesaler event offshore	Re-prioritisation of offshore market programme to address seasonality issues	10 new wholesale and inbound sellers of NZ holidays who include Northland product(s) annually	<b>\$92,000</b>  YTD Actual \$13,345	Four new sellers of Northland:
	China – Inbound Operator focus	Australia – repeat visit segment focus with active marketplace sales programme	3 trade famils visit Northland as a result of NINC marketplace activity		<ul style="list-style-type: none"> <li>Paul Georgi - Alternativ Tours - Germany</li> <li>Jenny Huang - GZJoy – China</li> <li>Rex Huang - Brastel Phoenix – China</li> <li>Tiina Stewart – Pacific Destinations – IBO</li> </ul>
	Domestic – Reactive media programme	An expanded inbound operator focus across all developing markets	Report on India market potential for Northland completed by March 2016		India market Potential Report 1 <sup>st</sup> Quarter 2016
		China - trade show investment & visit with TNZ	Establish measurement matrix and measure domestic campaign results to include; awareness generation, response rates and website tracking (no current activity or baseline)		Measurement Matrix 2nd Quarter 2016
		South America - trade show investment & visit			

India - assessment  
of market potential  
for Northland

Expansion of  
domestic sub-  
regional marketing  
activity with district  
promotional groups

• Conference Marketing

Attend annual Meetings  
trade show

Ad-hoc response to  
requests for Northland  
Conference programmes

Expand programme  
to attend Convene  
trade show and  
creation of a new  
bid-support  
programme  
including update of  
Northland offering.

Development of  
conference section  
of new northlandnz  
website

Development of  
conference seller

Expansion of  
conference seller  
database to include  
those who are familiar  
with Northland's  
conference offering by  
10% from 1,382 to 1,520

Conference section of  
new website  
established and visits  
by purpose to section  
tracked. Target  
increase from 213 page  
views to 500

\$27,000

YTD Actual \$5,756

Conferences held with  
NINC Support:

- International  
Police Association  
– October 2016
- Golf Source – Face  
2 Face Events –  
March 2016

Conference Section of  
website 2<sup>nd</sup> Quarter  
2016

familiarisation  
programme

5 conferences held in  
Northland as a result of  
NINC bid support

Famils operate off-  
season, 2<sup>nd</sup> Quarter  
2016

Operate 3 famils of  
Northland by productive  
conference sellers

● Trade Channel  
Marketing

TRENZ

Additional trade  
shows attended:

Market intelligence  
gathered and  
disseminated via  
monthly email to  
Northland operators

**\$64,000**

YTD Actual \$7,625

TRENZ May 2016  
presence increased  
from 6 to 15  
Northland operators

RTO / IBO Day

China Kiwi Link

Latin America Kiwi  
Link

TNZ Market Insights  
Australia

Expanded marketing  
activity in Australia

Effective trade  
relationships developed  
–

China Kiwilink  
scheduled for Oct  
2016

Expanded Trade  
Training Programme  
for travel  
wholesalers and  
retailers of NZ/  
Northland holidays

Trade database  
expanded by 10% from  
2,120 to 2,322, all from  
priority markets

Latin America Kiwilink  
scheduled for Sept  
2016

Ongoing. Increased by  
90 as at 31 December.

Trade familiarisation  
activity expands in

priority markets;

China 5 increase to 7

Australia 3 increase to 5

Latin America 0 increase by 1

India 1 increase to 2

Famil Results

- TNZ staff famil – all markets – Oct 2015
- Hong Kong Premium famil – Oct 2015

• Digital marketing

Website maintenance

Ongoing programme of regular content updates on website

Page views increase 10% from 728,000 (2015 base) to 801,000

**\$67,000**

YTD Actual 18,882

Occasional social media activity via Facebook

323,377 page views

Reactive approach to content and information requests

Development of expanded social media programme including Instagram, Twitter, Facebook, YouTube (includes 'pay for' content)

Pages viewed per session increase 10% from 3.19 (2015 base) to 3.50

Google Analytics no longer reports on pages viewed per session.

Expansion of image library from contracted photo shoot activity

Average session duration increases 10% from 2.49 seconds (2015 base) to 2.75

Google Analytics no longer reports on session duration.

Social media measures;

Facebook likes increase

Plan developed for content distribution through targeted digital and traditional media channels including modest digital advertising programme	10% from 5,162 to 5,680	
	Twitter followers increase 10% from 3,551 to 3,906	5,383 likes
	Instagram account established, target 100 followers in year one	3,829 followers
	Minimum 50 additional hero images added to image library	23 followers. Prioritised for 1 <sup>st</sup> Quarter 2016.
	15 media articles published online as a direct result of NINC content submissions and information requests	60 images added to northlandnz.com online library from Nov shoot with David Kirkland.
		Seven articles published/content submitted.



Northland Trade  
Directory

material including  
banners produced

YTD Actual \$1,940

Northland Visitor Guide

Production of  
Chinese version of  
the Northland Trade  
Directory

Chinese Trade  
Directory produced by  
April 2016

Chinese Trade  
Directory completed  
Oct 2015

- All corporate communications refer to and reinforce the brand story

Reactive  
communications  
undertaken

Proactive  
communication plan  
developed focusing  
on driver industries  
of Northland  
economy and  
Northland success  
stories

EAV totalling \$3m  
resulting from proactive  
media stories for driver  
industry sectors

Costs spread  
amongst other  
project budgets



**ISSUE: Adoption of the Annual Plan 2016/17 Supporting Information**

**ID:** A822080

**To:** Council Meeting, 15 March 2016

**From:** Kyla Carlier, Strategy Specialist

**Date:** 1 March 2016

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

**Executive summary:**

This report seeks council approval and adoption of the supporting information, and for this to be released for consultation purposes. The supporting information underpins the Consultation Document for the development of the Annual Plan 2016/17.

**Legal compliance and significance assessment:**

The process for developing, adopting, and consulting on an Annual Plan is prescribed in the Local Government Act 2002 (LGA) and includes consulting with residents on a Consultation Document before deliberations and adoption of the Annual Plan.

**Recommendations:**

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1. That the report 'Adoption of the Annual Plan 2016/17 Supporting Information' by Kyla Carlier, Strategy Specialist, and dated 1 March 2016, be received.
  2. That council adopts the supporting information for the Annual Plan 2016/17 (attached in accompanying volume to this agenda) for the purposes of consultation, pursuant to sections 95 and 95A of the LGA.
  3. That council delegates to the Chief Executive Officer the authority to make any necessary minor formatting, typographical and administrative changes to the Supporting Information prior to formal public consultation.
-

### **Report:**

The Local Government Act 2002 (the LGA) requires the council to develop an Annual Plan for years two and three of the Long Term Plan.

The 2014 amendments to the LGA included a number of new or altered requirements for the preparation of an Annual Plan, including that a draft Annual Plan is no longer produced and in its place a clear and simple Consultation Document must be produced, in conjunction with supporting information.

Section 95A of the LGA requires a 'Consultation Document' to be prepared for engagement on the Annual Plan. The adoption of the Consultation Document is covered in a separate agenda item. The Consultation Document is not permitted to contain or have attached to it a draft of the Annual Plan, a full draft of any policy, or detailed information that is not necessary to explain the differences from the Long Term Plan.

All supporting information that the Consultation Document relies upon must be adopted in advance of the Consultation Document (section 95A(4)). This agenda relates to the adoption of the supporting information only; which will be circulated to councillors under separate cover.

### **Supporting information**

Information must be provided in addition to that in the Consultation Document, to provide the level of detail and reference information that is sufficient for the community to be informed on the changes proposed.

The supporting information for the Annual Plan 2016/17 includes the following:

- An introduction explaining how the Consultation Document, supporting information, and Long Term Plan 2015–2025 relate to each other.
- Identification and discussion of key changes in activities, per group of activities.
- Identification and discussion of changes to targeted rates.
- Prospective funding impact statement.
- Rating funding impact statement.
- Financial statement.
- Full Charging Policy.
- Identification of changes to the Treasury Management Policy.

### **Proposed Charging Policy 2016**

A review of the Charging Policy identified some areas that required update and amendment. The LGA now provides for fees to be prescribed following consultation under section 82 (the principles of consultation), which allows updates to be made to this policy as part of this annual plan process. This does not apply to fees set under the Resource Management Act or any other act that prescribes fees outside of the LGA.

The minor changes proposed include:

- Update of all fees by the 2.34% agreed to in the Long Term Plan 2015–2025.
- Updated details of council equipment.
- Alteration of deposit terminology to more accurately reflect GST requirements – the term 'deposits' replaced with 'minimum estimated initial fee'.
- Correction of minor typographical and referencing errors.

**ITEM: 7.1**

Page 3 of 3

- Update of maritime officer fees to indicate that charge out rates of officers will be at the standard rate for that officer.

It is intended that a complete review of this policy be undertaken, inclusive of fees set under the Resource Management or other Acts, prior to the next round of consultation that uses the special consultative procedure (s83 of the LGA).



**ISSUE: Adoption of the Annual Plan 2016/17 Consultation Document and Approval to Consult**

**ID:** A821720

**To:** Council Meeting, 15 March 2016

**From:** Kyla Carlier, Strategy Specialist

**Date:** 1 March 2016

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

**Executive summary:**

The purpose of this report is to present the Consultation Document for the Annual Plan 2016/17. The report seeks the adoption of this document and approval to commence consultation, using the principles of consultation under section 82 of the Local Government Act 2002 (LGA).

**Legal compliance and significance assessment:**

The process for developing, adopting, and consulting on an Annual Plan is prescribed in the LGA and includes consulting with residents on a Consultation Document before deliberations and adoption of the Annual Plan. While the initiatives outlined in this report do not trigger council's Significance and Engagement Policy, council will be consulting with the public in accordance with section 82 of the LGA.

**Recommendations:**

- 
1. That the report 'Adoption of the Annual Plan 2016/17 Consultation Document and Approval to Consult' by Kyla Carlier, Strategy Specialist, and dated 1 March 2016, be received.
  2. That council adopts and approves for release the Annual Plan 2016/17 Consultation Document (**Attachment 1**) for consultation pursuant to sections 95 and 95A of the Local Government Act 2002.
  3. That council delegates to the Chief Executive Officer the authority to make any necessary minor formatting, typographical, and administrative changes to the Consultation Document prior to formal public consultation.
-

**Report:**

The council has been developing, through a series of workshops, an Annual Plan for the 2016/17 financial year. Changes to the Local Government Act 2002 (LGA) now require a Consultation Document (CD) be adopted by council and released for consultation, in conjunction with supporting information. This is in place of a draft Annual Plan, as was previously the case.

The Annual Plan 2016/17 will set out how the work outlined for year two of the Long Term Plan 2015–2025(LTP) is to be implemented and achieved. The CD provides a summary of the matters that are proposed to be included in the Annual Plan 2016/17 that are considered to be materially or significantly different from what was set out in the LTP.

The CD provides a summary of these points of difference. It identifies and briefly explains the changes, and shows how these relate to the LTP. A supporting information document will also accompany the CD and provides more detailed information on each difference and how these affect the council's financial statements. The adoption of the supporting information is covered in a separate agenda item.

Please refer to Attachment 1 for a copy of the Consultation Document.

**Summary of key issues**

The CD highlights the key points of difference from the LTP for consultation, as follows:

There are new initiatives proposed that tie in to existing levels of service, and these are in the following areas.

- Community representation and engagement: \$32,500 to support the Enviroschools programme; \$24,000 towards the completion of the Turner Centre in Kerikeri; \$11,500 resourcing to the Te Taitokerau Māori Advisory Committee; and, \$5,000 to help support community groups in their management of mangroves.
- Resource and catchment management: \$50,000 is being contributed to a large-scale joint-agency pest management exercise in Waipoua Forest; \$30,000 towards the poplar and willow nursery; and, various technical equipment and resources required for the monitoring of water quality and pests will be updated and replaced at a cost of \$187,000.
- River management: \$70,000 is being allocated to rivers and natural hazards to allow the team to manage increased workloads; \$10,000 is required to upgrade river level stations; \$24,000 to replace pumppro river level sensors that have exceeded their life expectancy; and, \$27,500 for satellite loggers to ensure security of flood water monitoring data during flood events.
- Transport: \$30,000 contributed to support the expansion and improvement of public transport services in Northland.
- Harbour safety and navigation: \$152,000 to upgrade piles and beacons required for navigation safety; \$30,000 to removing a rock hazard on the approach to Waipapa Landing pontoon in Kerikeri.
- Support Services: \$50,000 to provide for an automated agenda and minutes system for council and committee meetings; \$22,500 toward a national historic aerial photography project; \$34,000 to upgrade of mobile devices; and, \$200,000 to cover the legal expense associated with the setting of rates through the Kaipara District Council.



**ITEM: 7.2**

Page 3 of 3

There are changes to some targeted rates, some of which are the result of lower costs of borrowing. These rates are:

- The regional recreational facilities rate – keep rate at current amount and reduce the term.
- The regional infrastructure rate – keep rate at current amount and reduce the term.
- Whangārei urban rivers management rate – reduce the rate by 14% and maintain the term.
- Kerikeri-Waipapa rivers management rate – apply a 3:1 differential (based on area of benefit).
- Awanui river management rate – reduce the rate and maintain the term.

Other matters:

- Fees and charging policy – some minor changes, corrections and updates have been made to the charging policy.
- Treasury management policy – minor changes have been made to accurately reflect council's ability to borrow from the Local Government Funding Agency.

**Consultation**

The next step in developing the Annual Plan 2016/17 is public consultation. A month long consultation period is planned from 5 April–6 May 2016. A series of councillor/community feedback sessions have been scheduled at six locations around Northland during this period, to be held if there is demand. The purpose of these meetings is to allow the community to provide feedback in a way that is meaningful to them, and to allow council to engage with the community and explain the key proposals.

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

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

In line with amendments to the LGA, no hearings will be held.

**Deliberations and adoption**

The LGA requires that local authorities adopt their Annual Plan before the end of June 2016. It is proposed that a deliberations meeting (open to the public) be held on 31 May and that the Annual Plan 2016/17 be adopted at the council meeting on 21 June 2016.



# The year ahead

## ANNUAL PLAN 2016-2017

### Consultation Document



**PUTTING NORTHLAND FIRST**



# HE ANGA WHAKAMUA

## He anga whakamua

Whakatakataka te hau ki te uru  
Whakatakataka te hau ki te tonga  
Kia mākinakina ki ūta  
Kia mātaratara ki tai  
E hī ake ana te ātākura  
He tio, he huka, he hau hū

Te mea tuatahi, ko ngā mihi ki tō tātou Kaihanga, Tēnā hoki o  
tātou mate huhua o ngā tau, ngā marama, ngā wiki me ngā rā  
e pahure.

Tino hari, tino koa a matou e hoatu kia koutou te Whakama-  
here-a-tau 2016 – 2017 a Te Kaunihera-ā-Rohe o Te Tai Tokerau.

Hore kau etahi mea e rereke ana ki ta tātou Rautaki Whakama-  
here 2015 – 2025. Nga rereketanga ki enei nga kaupapa, e  
mahia nga mahi.

Ngā pūtake hou o tēnei Whakamahere a tau:

- He hononga ki nga hapori whanui
- He manaaki taonga me nga whaitua
- He manaaki awa
- Haere nga ma te rohe
- He mahi tautoko.

Tetahi o enei putake hou e korerotia kei roto i tenei Whakamahere.  
E whakamanawa ana matou ma koutou e tuku o koutou whakaa-  
ro e pa ana nga kaupapa kei roto i tenei whakamahere-a-tau.

Tirohia ki te mutunga o tenei Whakamahere me pehea e tuku  
ou whakaaro.

Na reira, e nga mana, e nga reo, e nga hapori, tena koutou  
katoa.

## FEEDBACK SESSIONS

**Want to talk to a councillor about our Annual  
Plan? For locations and registration details,  
phone 0800 002 004 by Friday 22 April 2016.**

## TELL US WHAT YOU THINK

**Do it online [www.nrc.govt.nz/annualplan2016](http://www.nrc.govt.nz/annualplan2016)  
or fill in a feedback form at the back of  
this document and return it to us  
by 4pm Friday 6 May 2016.**



# DOING MORE WITH LESS Annual Plan 2016/17

Whether you've been involved in previous plans, or if this is the first time you've had anything to do with an annual plan – welcome.

The concise nature of this document is due in part to the thoroughness of the work and deliberation that went into the Long Term Plan 2015-2025. It set out our programme of work for the next 10 years and explains how it will be paid for.

This consultation document is the first of its kind following changes to the Local Government Act. Annual plans now follow a more streamlined process, so this document looks and feels different to the annual plan summaries we've produced in the past. It's all about simplifying the process, getting rid of any duplication between long term and annual plans, and keeping the costs to you, as ratepayers, as low as we can.

Our key focus throughout this year's annual plan was to seek ways to do more for our residents and ratepayers without increasing your costs, and we have found a number of innovative ways to do this. The following pages explain the key differences between what we are planning to do in the coming

year and what we said we were going to do in the long term plan – how we can do more with less.

The long term plan set out a 2.34% rate increase for the 2016/17 year. We have worked hard to ensure that all existing services can be maintained without any further rates increase. We have brought in a range of new initiatives to be funded from either this pre-set rates increase, or from our cash and other reserves. Work that is funded from cash reserves does not result in a rate increase meaning that your rates are kept as low as possible. Reduced interest costs have enabled us to make some savings that we have passed on to ratepayers.

Thank you for taking the time to read this consultation document and we look forward to hearing your feedback on whether you think we're on the right track.



Bill Shepherd  
Chairman



Malcolm Nicolson  
Chief Executive

## WHAT WE DO



# UPDATING YOU It's business as usual

The Long Term Plan 2015-2025 set out our key levels of service – what we plan to achieve over the next 10 years, how our performance will be measured and how council services will be paid for.

**There are no significant changes from the Long Term Plan 2015-2025 proposed in this year's annual plan.**

## What will the Annual Plan 2016-2017 show you?

Although it's largely "business as usual" we are proposing some changes in the coming year including:

- Some new initiatives that tie into our existing council services;
- Changes to some of our targeted rates; and
- Minor changes to our charging policy and treasury management policy.

## NEW INITIATIVES

Changes are proposed in the following council activities:



Community representation and engagement



Resource and catchment management



River management



Transport



Harbour and safety navigation



Support services

Each of these areas is discussed in this document. We are also changing the way in which some targeted rates are set. While these changes only affect a small number of ratepayers, we have outlined them here as well, to keep you informed.

Formal hearings are no longer required but we'd still love to hear from you. Fill out the feedback form and make sure you return it to us by **4pm Friday 6 May**. If you want to talk to a councillor at a feedback session about our Annual Plan

2016/17, phone 0800 002 004 by **Friday 22 April 2016** for locations and registration details. Thank you for your interest in our work. We look forward to hearing what you think.

## Supporting information

In our supporting information we've provided more detail about our proposals, and our financial statements. You can read this information online at **[www.nrc.govt.nz/annualplan2016](http://www.nrc.govt.nz/annualplan2016)** or contact our regional offices on 0800 002 004.

# WHAT'S DIFFERENT Annual Plan 2016/17

As part of the Long Term Plan 2015-25, the council budgeted a 2.34% rate increase for the 2016-2017 financial year – and we're not planning to change this.

Read on to learn more about the improved services and new initiatives we are proposing for the coming year. We've outlined this new work in the same activity groups that were used in the long term plan to make it easier for you to compare and see the differences.

**You can view a copy of the Long Term Plan 2015-25 at [www.nrc.govt.nz/ltp2015](http://www.nrc.govt.nz/ltp2015)**



## Community representation and engagement

Northland has one of the highest levels of participation in the national Enviroschools programme of any region in the country. There are currently 30 schools on a waiting list to join and an extra \$32,500 of funding will allow all of them to join, over time.

This change relates to activity 1.1.3 on p.24 of the long term plan.

The council supports the development of regional facilities. As a result, we are proposing to contribute \$24,000 towards the completion of the Turner Centre in Kerikeri.

This change relates to activity 1.1.5 on p.24 of the long term plan.

Through its Māori Advisory Committee, council provides opportunities for Māori to gain knowledge of council processes and participate in decision-making. In response to a change in national policy, it is proposed to set aside an additional \$11,500 to fund meeting allowances for this committee.

This change relates to activity 1.1 on p. 23 of the long term plan.

Council wants to work more closely with, and help Northlanders. One of these areas is the management of mangroves. We are proposing to make \$5000 available in the form of staff time and resources to help community groups with mangrove management projects.

This change relates to activity 1.1.5 on p.24 of the long term plan.



*One of the Enviroschools students setting traps for Project Possum.*

How much more is being spent on community representation and engagement?

**\$73,000**

**\$73,000**

Funded from rate increase

**\$0**

Funded from other reserves

**What does this mean for your rates?**

An extra 80c per SUIP/rating unit





## Resource and catchment management

Controlling pests is key to protecting Northland's unique biodiversity and the council is actively involved in a wide range of pest control projects throughout Northland. We are proposing to contribute an extra \$50,000 to a joint project with the Department of Conservation and the Ministry for Primary Industries to undertake a large-scale pest control exercise in Northland's iconic Waipoua Forest.

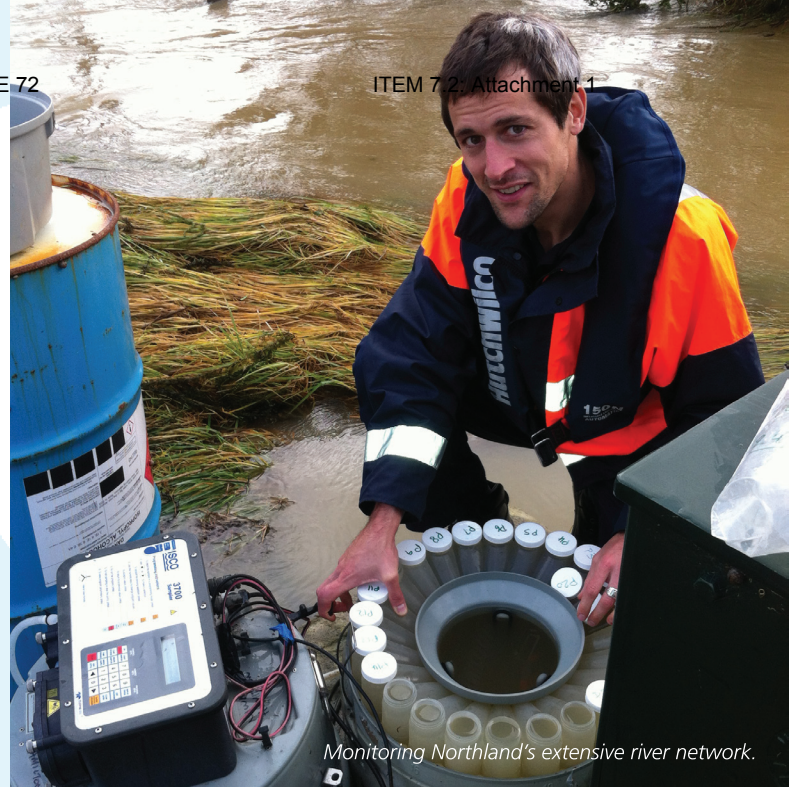
This change relates to activities 2.5.1, 2.5.2 and 2.5.3 on p.36 of the long term plan.

Helping to keep Northland's rivers and lakes as clean and healthy as possible is also a key priority. The council is proposing to spend \$187,000 to update technical equipment and the other resources required for monitoring of farm dairy effluent, water quality, pests, and lakes.

This change relates to activities 2.2.1 on p.31 and 2.2.7 on p.32 of the long term plan.

The council is also supporting erosion planting in Northland's hill country through our highly successful poplar and willow nursery. Due to increasing demand, it is proposed to spend \$30,000 to expand the nursery.

This change relates to activities 2.3.1 on p.34 and 3.1.5 on p.42 of the long term plan.



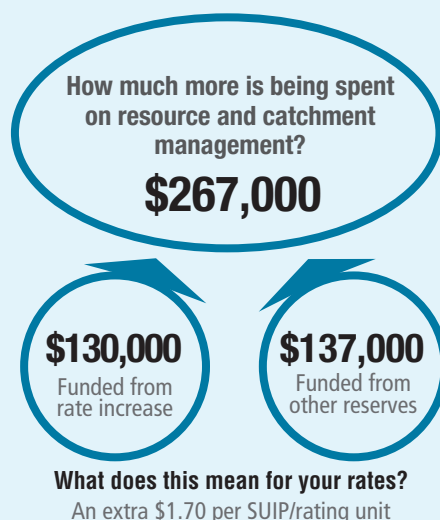
Monitoring Northland's extensive river network.



## River management

Council has steadily placed more emphasis on reducing the risks to life and property from floods. This has seen us working more closely with local communities to reduce flood risk in the most at risk areas throughout the region. In response to increased expectations of residents – coupled with the added pressure of climate change – the council is proposing to spend an extra \$131,500 to match this increase in demand for our river management work. This includes upgrading some of the equipment used for flood-forecasting and river level monitoring.

This change relates to activities 3.1.3 and 3.1.8 on p.42 of the long term plan.



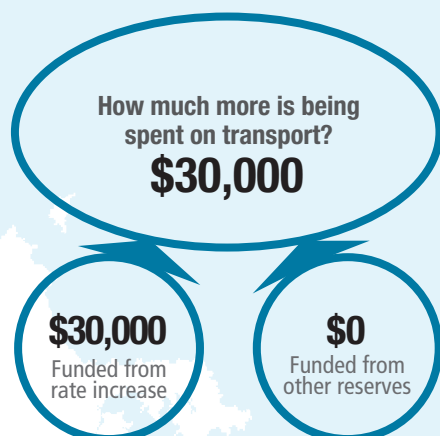




## Transport

The demand for reliable and effective bus services in Northland continues to grow. In order to meet this demand from residents, the council is proposing to budget an extra \$30,000 in the transport area.

This change relates to activity 6.1.2 on p.57 of the long term plan.



**What does this mean for your rates?**  
An extra 40c per SUIP/rating unit



## Harbour safety and navigation

Northland's extensive and world-renown coastline is one of our biggest assets. The council provides and maintains an extensive network of navigation and safety aids so that Northlanders and visitors alike can safely enjoy our waters. However, this network is ageing and needs to be replaced to ensure the future safety of people and the coastal environment. As a result, we are proposing to spend \$152,000 on new buoys and beacons.

We are also proposing to spend \$30,000 to remove a rock on the approach to the Waipapa Landing pontoon in Kerikeri. This will remove a serious navigation hazard to vessels operating in the area.

These changes relate to activity 6.2.2 on p.58 of the long term plan.

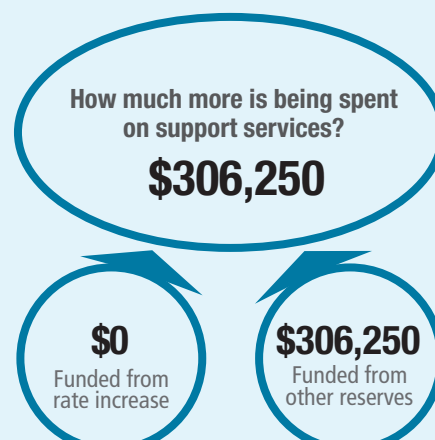


**What does this mean for your rates?**  
No extra per SUIP/rating unit



## Support services

The council is constantly looking to improve the services offered to residents and ratepayers. In order to provide the best value we can, we are investing more in our support services. This includes a wide range of efficiency-related initiatives such as, automating our agenda and minute system, digitising our historical aerial photography, and improving remote access for field staff. There is also a one-off legal expense related to the rates dispute within the Kaipara district. The legal expense will be funded from council reserves and will therefore not impact directly on the amount residents pay in their rates.



**What does this mean for your rates?**  
An extra 15c per SUIP/rating unit

# MONEY MATTERS

## Charging policy

In the Long Term Plan 2015-2025 we said that we would increase our fees and charges by 2.34% for the 2016/17 year, and that is what we are doing. There are also some updates and clarification required to our charging policy, and we will be making these changes. The updated policy that tells you about our fees and charges can be found in our supporting information, available online at [www.nrc.govt.nz/annualplan2016](http://www.nrc.govt.nz/annualplan2016)

## Local Government Funding Agency borrowing

From time to time, council borrows money from external sources to fund infrastructure projects. In our Long Term Plan 2012-2022, we reserved the right to borrow externally from the Local Government Funding Agency as a non-guaranteeing local authority, where it is the most cost-effective funding source available. Accordingly, minor editorial changes have been made to our Treasury Management Policy to reflect this. More information is available in our supporting information.

## Savings on targeted rates

One of the ways we have managed to do more with less, is by making savings across several of our targeted rates and then passing these savings on to ratepayers. These savings have come about because we have been able to negotiate lower interest rates for money we have borrowed to fund various projects.

The changes are summarised here and further information can be found in the supporting documentation. Changes will be reflected in the funding impact statement of the final annual plan.

### Regional recreational facilities rate

This rate is applied 100% to the development of the regional events centre. We expect to fully pay for the events centre in the 2017/18 financial year, which is when the rate is due to end. Lower costs of borrowing mean that by keeping the rate at its current amount, we will pay off the loan earlier than expected and therefore reduce the official term of the rate. We will then consult further with the community about whether the rate should continue and enable us to support other recreational facilities in Northland.

### Regional infrastructure rate

This rate was established in 2007/08 to fund activities relating to the development of regional infrastructure

projects, beginning with land for the proposed Marsden Point rail link. As with the regional recreational facilities rate, due to lower costs of borrowing keeping the rate at its current amount means we'll repay the loan sooner than expected, therefore reducing the term. This means that other infrastructure projects can be identified and started sooner.

*Monitoring our region's rivers.*



### Whāngārei urban rivers management rate

This is a targeted rate applied to residential and commercial properties that fall within the Whāngārei central business district flood and contributing water catchment areas. It was established to fund the capital and operational costs of the Kotuku detention dam. Lower costs of borrowing mean that this rate can be reduced by 14% compared with

what was projected in the Long Term Plan 2015-2025, while maintaining the payback period of 20 years.

### Kerikeri-Waipapa rivers management rate

This rate is applied to properties that are identified in the contributing catchments within the Kerikeri-Waipapa area, to fund the Kerikeri-Waipapa rivers flood management scheme works. The rate was set on a uniform basis in the long term plan, with the intention of consulting further on whether a differential rate should be applied.

We'll be contacting the affected land owners directly with a proposal to set a differential rate. This is being considered due to the fact that flood modelling has shown some properties will benefit directly from the flood scheme, whereas other properties in the catchment will only benefit indirectly. A differential rate would see those properties that stand to benefit the most, pay more than the remaining beneficiaries, at a rate of three to one.



*Placing more emphasis on reducing risk to life and property from flooding.*



*Council staff at Kotuku dam.*

### Awanui river management rate

This rate is applied differentially by location and area of benefit, as defined in the Awanui River flood management scheme. This rate is now going to be less than expected due to lower interest rates and a favourable result from the tender process.

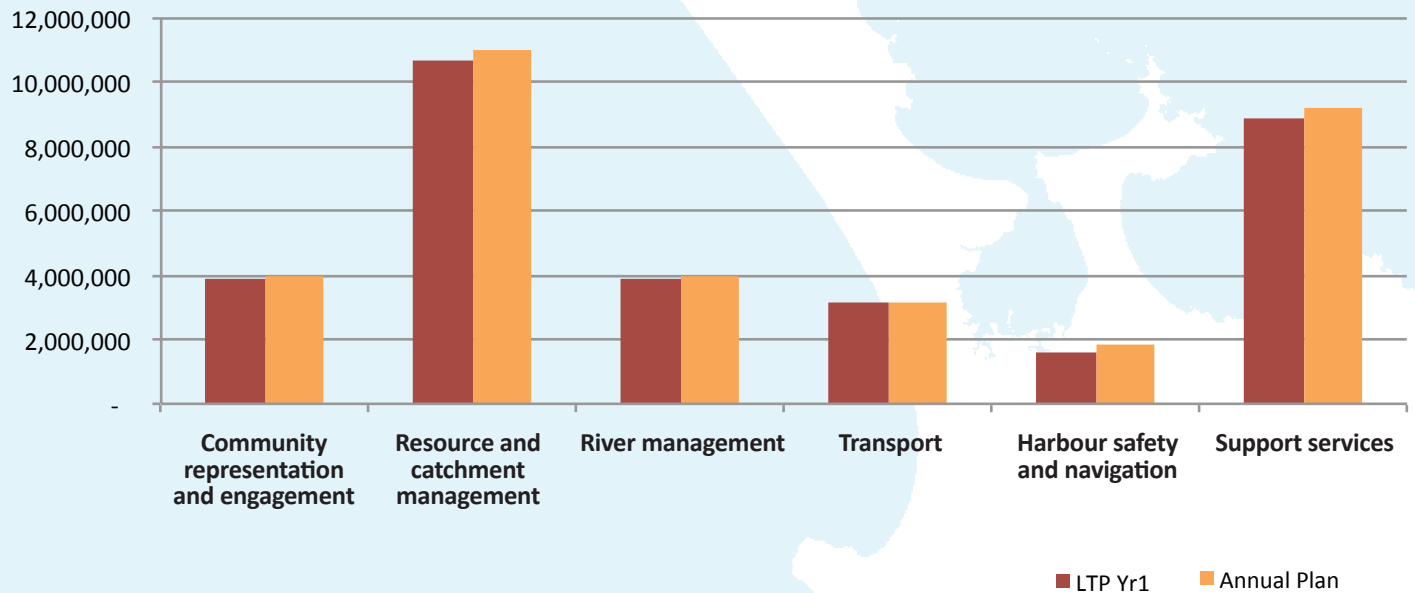
Work is currently being done on the way that this rate is set – differentially and by location – to ensure that this is the fairest way of paying for the flood management scheme. We will contact the affected land owners directly with any proposal to change the way that the rate is set. This will happen outside of this annual plan process.



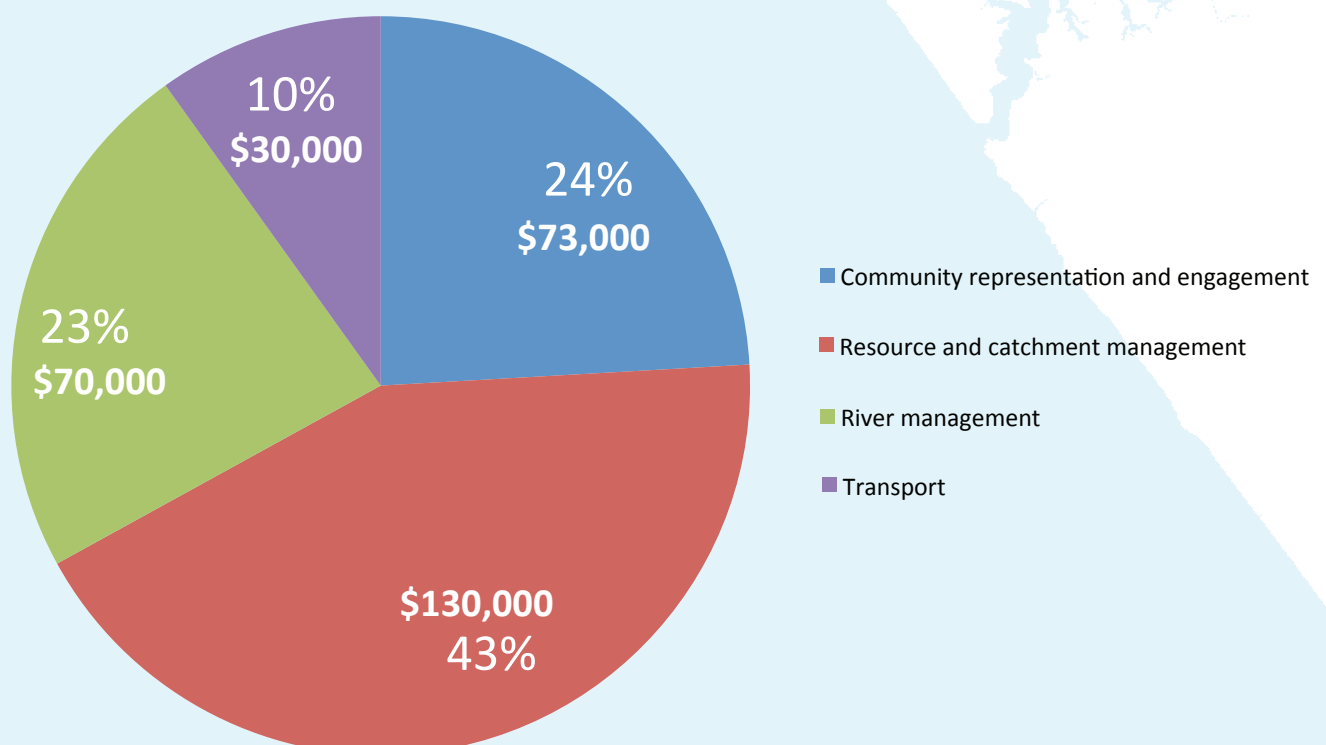
# Planned spending

These graphs show the differences in spending between what was indicated in the long term plan and what will be in the Annual Plan for 2016/17, and how your rates increase will be spent.

## How has our budget changed?



## Where is your rates increase being spent?



# Tell us what you think

This annual plan is very much business as usual and there are no significant changes from our Long Term Plan 2015-2025. We'd like to know if you agree or disagree with the new initiatives we're proposing to fund from the 2.34% rate increase, and our other reserves - and the reasons why. **Closing date for submissions is 4pm Friday 6 May.** If you'd prefer, you can fill in a feedback form online at [www.nrc.govt.nz/annualplan2016](http://www.nrc.govt.nz/annualplan2016)

Your name, township and feedback will be published in public documents.

First name: .....

Surname: .....

Organisation (if applicable): .....

Postal address: .....

.....

Email address: .....

Phone: .....

If you supply an email address, we will use this as our method of communicating with you, to reduce paper use and minimise costs.

Please complete this form and return it to us as outlined below.

**POST:** Annual Plan 2016-2017  
Northland Regional Council  
Freepost 139690  
Private Bag 9021, Whāngārei Mail Centre,  
Whāngārei 0148

**EMAIL:** [mailroom@nrc.govt.nz](mailto:mailroom@nrc.govt.nz)

**FAX:** 09 470 1202

**NEED HELP WITH YOUR FEEDBACK?  
CALL US ON 0800 002 004**

## What's your view on the proposed changes to our activities and adjustments to our targeted rates?

Please tick any you'd like to give feedback on.

Community representation and engagement	AGREE	NEUTRAL	DISAGREE
Provide \$32,500 so all schools waiting can join Enviroschools, over time	[ ]	[ ]	[ ]
Contribute \$24,000 towards the Turner Centre in Kerikeri	[ ]	[ ]	[ ]
Provide \$11,500 to fund the Māori Advisory Committee	[ ]	[ ]	[ ]
Provide \$5000 to support community initiatives to manage mangroves	[ ]	[ ]	[ ]
Comments			

Resource and catchment management	AGREE	NEUTRAL	DISAGREE
Contribute \$50,000 towards a large-scale pest control project in Waipoua Forest	[ ]	[ ]	[ ]
Spend \$187,000 to upgrade technical equipment used for environmental monitoring	[ ]	[ ]	[ ]
Spend \$30,000 to expand the poplar and willow nursery	[ ]	[ ]	[ ]
Comments			

River management	AGREE	NEUTRAL	DISAGREE
Spend an extra \$131,500 on flood risk reduction work	[ ]	[ ]	[ ]
Comments			

Please be aware when providing personal information that all submissions are part of a public consultation process. As such, information provided will be made publicly available, including submitters' names and addresses.

Transport	AGREE	NEUTRAL	DISAGREE
Spend an extra \$30,000 on providing reliable and effective bus services	[ ]	[ ]	[ ]
Comments _____			
_____			

Harbour safety and navigation	AGREE	NEUTRAL	DISAGREE
Spend \$152,000 on replacing buoys and beacons	[ ]	[ ]	[ ]
Spend \$30,000 removing a rock on the approach to the Waipapa Landing pontoon in Kerikeri	[ ]	[ ]	[ ]
Comments _____			
_____			

Support services	AGREE	NEUTRAL	DISAGREE
Spend \$106,250 to improve efficiency and value of a range of support services	[ ]	[ ]	[ ]
Pay \$200,000 legal fees for rates dispute in Kaipara district	[ ]	[ ]	[ ]
Comments _____			
_____			

**We are also proposing several minor alterations to targeted rates that are reflected in the Annual Plan 2016/17. These will result in small changes to the funding impact statement.**

	AGREE	NEUTRAL	DISAGREE
Regional recreational facilities rate – reduce term of the loan by three months (SUIP).	[ ]	[ ]	[ ]
Regional infrastructure rate – reduce term by two years.	[ ]	[ ]	[ ]
Whāngārei urban rivers management rate – reduce rate by 14%.	[ ]	[ ]	[ ]
Kerikeri-Waipapa rivers management rate – change to 3:1 differential.	[ ]	[ ]	[ ]
Awanui River management rate – lower rate.	[ ]	[ ]	[ ]
Comments _____			
_____			
_____			
_____			

**Remember: Formal hearings are no longer required but if you would like to talk to a councillor about your feedback, please contact us on 0800 002 004 to book a date and time before 4pm Friday 22 April.**

**ISSUE: 2016 Local Body Triennial Elections**

**ID:** A822083

**To:** Council Meeting, 15 March 2016

**From:** Chris Taylor, Governance Support Manager

**Date:** 26 February 2016

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



**Executive summary:**

The triennial local body election will be held by postal voting from 16 September 2016, culminating in Election Day on 8 October 2016.

The purpose of this report is to:

- i. Outline key election period dates and community awareness initiatives;
- ii. Provide the opportunity for council to choose by resolution the order of candidate names appearing on voting documents; and
- iii. Familiarise councillors with pre-election protocols during the three month pre-election period.

**Legal compliance and significance assessment:**

The relevant legislation in relation to this issue is the Local Electoral Act 2001 *[and the Local Electoral Regulations 2001]*. The information provided in this report and the recommended resolution complies in all respects with relevant legislation. In relation to section 79 of the Local Government Act 2002, when assessed against council policy this matter is deemed to be of low significance.

**Recommendations:**

- 
1. That the report '2016 Local Body Triennial Elections' by Chris Taylor, Governance Support Manager, and dated 26 February 2016, be received.
  2. That council resolves to adopt the alphabetical order of candidate names on voting documents for the 2016 Local Body Triennial Elections (in accordance with Regulation 31 of the Local Electoral Regulations 2001).
-



**ITEM: 7.3**

Page 2 of 4

**Report:**

Planning is well underway for the 2016 triennial local body elections. Dale Ofoske of Independent Election Services Ltd has been reappointed as Electoral Officer for the Northland Regional Council. A report from the Electoral Officer is included as **Attachment 1** which outlines the election process and also provides a timetable and a fact sheet (pages 7 and 8 of the report, respectively); both of which are available on NRC's website.

**Raising awareness**

With voter turnout continuing to decline across the country, Local Government New Zealand has embarked on a communication campaign, #Vote16NZ, from January – October with an aim to:

- promote the value and importance of local government and encourage quality people to stand; and
- raise the percentage of voters to more than 50%.

Staff are currently considering how council can best leverage this programme to support our own communications initiatives. A further report will be provided to council shortly outlining our intended communications initiatives to increase voter turnout in Northland.

**Order of candidate names on voting documents**

The Local Electoral Regulations 2001 (s31) provides the opportunity for council to choose by resolution the order of candidate names appearing on the voting documents from three options – alphabetical, pseudo random or random. If no resolution is made by council the default position is alphabetical order.

Of interest, the Northland District Health Board (NDHB), Whangarei District Council and Kaipara District Council recently resolved to adopt the alphabetical option. Far North District Council is yet to consider the matter. For the triennial elections in 2007, 2010 and 2013 NRC resolved to adopt the alphabetical listing of names.

The Electoral Officer's report provides greater detail on each option but in summary:

- Random Order – all candidate names are randomly selected by computer and the order of surnames is different on every voting paper.
- Pseudo-Random Order – the order of candidate names is randomly selected and appear on all voting documents in that order.
- Alphabetical – candidates are simply listed alphabetically by surname and is the order traditionally used in local authority and parliamentary elections.

There is no cost difference between the three options.

The alphabetical order for the voting documents is recommended for the following reasons:

- Voters are easily able to find candidate names for whom they wish to vote for.
- The order of candidates on the voting documents match the order of candidates listed in the candidate directory that accompanies voting documents.
- This will be consistent with the NDHB, WDC and KDC on voting documents.





### **Pre-election period**

All elected members are impacted by the three month 'pre-election period' which comes into effect on 8 July 2016. This period is the subject of guidelines 'Good Practice for Managing Public Communications by Local Authorities'<sup>1</sup> produced by the Office of the Auditor General (OAG).

Members are encouraged to be familiar with this document, to ensure their own conduct during the pre-election period does not result in the guidelines being breached (or being perceived as having been breached). Relevant sections are as follows:

***Principle 12 - A local authority must not promote, nor be perceived to promote, the re-election prospects of a sitting member. Therefore, the use of council resources for re-election purposes is unacceptable and possibly unlawful.***

#### **Subsections (4.45 – 4.49)**

*Promoting the re-election prospects of a sitting member, directly or indirectly, wittingly or unwittingly, is not part of the proper role of a local authority.*

*A council would be directly promoting a member's re-election prospects if it allowed the member to use council communications facilities (such as stationery, postage, internet, email, or telephones) explicitly for campaign purposes.*

*Other uses of council communications facilities during a pre-election period may also be unacceptable. For example, allowing members access to council resources to communicate with constituents, even in their official capacities as members, could create a perception that the council is helping sitting members to promote their re-election prospects over other candidates.*

*For this reason, we recommend that mass communication facilities such as –*

- *Council-funded newsletters to constituents; and*
- *Mayoral or members' columns in council publications –*

*be suspended during a pre-election period.*

*Promoting the re-election prospects of a sitting member could also raise issues under the Local Electoral Act 2001. For example:*

- *Local elections must be conducted in accordance with the principles set out in section 4 of the Local Electoral Act<sup>2</sup>. The principles apply to any decision made by a council under that Act or any other Act, subject only to the limits of practicality. A breach of the principles can give rise to an 'irregularity' which could result in an election result being overturned.*
- *The publication, issue, or distribution of information, and the use of electronic communications (including web site and email communication), by a candidate are 'electoral activities' to which the rules concerning disclosure of electoral expenses apply.*

***Principle 13 – A council's communications policy should also recognise the risk that communications by or about members, in their capacities as spokespersons for council, during a pre-election period could result in the member achieving electoral advantage at ratepayers' expense. The chief***

<sup>1</sup> <http://www.oag.govt.nz/2004/public-communications>

<sup>2</sup> <http://www.legislation.govt.nz/act/public/2001/0035/latest/DLM93308.html>



***executive officer (or his delegate) should actively manage the risk in accordance with the relevant electoral law.***

***(Subsections 4.52, 4.53)***

*Curtailing all council communications during a pre-election period is neither practicable nor (as far as mandatory communications, such as those required under the LGA, are concerned) possible. Routine council business must continue. In particular:*

- Some councils publish their annual reports during the months leading up to an October election, which would include information (including photographs) about sitting members.*
- Council leaders and spokespersons need to continue to communicate matters of council business to the public.*

*However, care must be taken to avoid the perception, and the consequent risk of electoral irregularity. Two examples are:*

- Journalistic use of photographic material or information that may raise the profile of a member in the electorate should be discontinued during the pre-election period; and*
- Access to council resources for members to issue media releases, in their capacities as official spokespersons, should be limited to what is strictly necessary to communicate council business.*

This means that councillors should not be quoted in media releases or other council communications during this period unless it is for a statutory purpose. Councillor columns and councillor attendance at council public events (e.g. Enviroschools) will also need to cease. The Chief Executive Officer or other senior council staff will provide necessary messaging where required during this period.

Council staff will be briefed prior to the pre-election period to ensure they are familiar with the requirement for both councillors and staff. If you have any questions surrounding this period please feel free to contact the Chief Executive Officer, Group Manager – Strategy and Governance, or Governance Support Officer, for further clarification.

**Election Services**

Level 2, 198 Federal Street, Auckland

PO Box 5135, Wellesley Street

Auckland 1141

Phone: 64 9 973 5212

Email: [info@electionservices.co.nz](mailto:info@electionservices.co.nz)

Report to the  
Northland Regional Council  
regarding the

## 2016 Triennial Elections

From the  
Electoral Officer

11 February 2016



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## Outline

The 2016 triennial Council elections will occur on Saturday 8 October 2016. An update on preliminary matters relating to the election is provided to Council, including consideration of the order of candidate names to appear on the voting documents.

## Background

The 2016 triennial elections for most local authorities are due to occur on Saturday 8 October 2016, and are required to be undertaken according to the Local Electoral Act 2001, the Local Electoral Regulations 2001, the New Zealand Public Health & Disability Act 2000 and, to a limited extent, the Local Government Act 2002.

Certain pre-election information and tasks are outlined in this report for Council's information and attention.

The Local Electoral Regulations 2001 provides for Council to resolve the order of candidate names to appear on the voting documents (alphabetical, pseudo-random or random order). If no decision is made, the order of names defaults to alphabetical.

## Narrative

### 2016 Elections

Elections will be required for the following positions:

- Councillors (9)
  - Coastal Central Constituency (1)
  - Coastal North Constituency (2)
  - Coastal South Constituency (1)
  - Hokianga-Kaikohe Constituency (1)
  - Kaipara Constituency (1)
  - Te Hiku Constituency (1)
  - Whāngārei Urban Constituency (2)

### 2016 Election Timetable

With an election date of **Saturday 8 October 2016**, the following key functions and dates will apply:

#### **Nominations open/roll open**

Friday 15 July 2016

#### **Nominations close/roll closes (noon)**

Friday 12 August 2016

#### **Delivery of voting mailers**

From Friday 16 September 2016

#### **Close of voting**

Noon Saturday 8 October 2016

A more detailed timetable is attached [Appendix 1](#) and has been placed on Council's website.

#### 2016 Election Fact Sheet

A 2016 Election Fact Sheet summarising the key functions of the election ([Appendix 2](#)) is attached and has also been placed on Council's website.

#### Compilation of non-resident Ratepayer Roll

As the 2016 non-resident Ratepayer Roll must be compiled by each constituent territorial authority (Far North District Council, Kaipara District Council and Whangarei District Council) the regional council is not required to undertake anything in this regard.

For Council's information however, the following will apply:

- an insert detailing the qualifications and procedures for enrolment as a ratepayer elector is to be included with each constituent territorial authority rates instalment notice ([Appendix 3](#)) by September 2016;
- a national Ratepayer Roll inquiry hotline will operate between 11 April and 26 August 2016;
- a confirmation letter will be issued to all current constituent territorial authority ratepayer electors in March/April 2016;
- a national advertising campaign on the qualifications and procedures for enrolment as a ratepayer elector will occur during May 2016.

#### Order of Candidate Names

Regulation 31 of the Local Electoral Regulations 2001 provides the opportunity for Council to choose the order of candidate names appearing on the voting documents from three options – alphabetical, pseudo-random (names drawn out of a hat in random with all voting documents printed in this order) or random order (names randomly drawn by computer with each voting document different).

Council may determine which order the names of candidates are to appear on the voting documents, but if no decision is made, the order of names defaults to alphabetical order.

Council resolved to adopt the alphabetical order for previous triennial elections.

#### Alphabetical Order

Alphabetical order is simply listing candidate surnames alphabetically and is the order traditionally used in local

authority and parliamentary elections.

Comments regarding alphabetical order are:

- voters are easily able to find candidate names for whom they wish to vote for. Some candidates and voters over the years have argued that alphabetical order of candidate names may tend to favour those candidates with names in the first part of the alphabet, but in practice this is generally not the case – most voters tend to look for name recognition, regardless of where in the alphabet the surname lies;
- the order of candidates on the voting document matches the order of candidates listed in the candidate directory (candidate profile statements).

### **Pseudo-Random Order**

Pseudo-random order is where candidate surnames are randomly selected and the order selected is the order appearing on all voting documents relevant to that issue. The names are randomly selected by a method such as drawing names out of a hat.

Comments regarding pseudo-random order are:

- the candidate names appear in mixed order (not alphabetical) on the voting document;
- possible voter criticism/confusion as specific candidate names are not easily found, particularly where there are a large number of candidates;
- the order of candidates on the voting document does not match the order of candidates listed in the candidate directory (candidate profile statements).

### **Random Order**

Random order is where all candidate surnames are randomly selected and the order of surnames is different on every voting document. The names are randomly selected by computer so that the order of surnames is different on each voting document.

The random order enables names to be placed on each issue in a completely unique order on each voting document.

Comments regarding random order are:

- the candidate names appear in mixed order (not alphabetical) on the voting document;

- possible voter criticism/confusion as specific candidate names are not easily found, particularly where there are a large number of candidates;
- the order of candidates on the voting document do not match the order of candidates listed in the candidate directory (candidate profile statements).

There is no longer any price differential in printing costs between the three order of candidate name options.

#### **Pre-Election Report**

Section 99A of the Local Government Act 2002 requires each local authority to prepare a pre-election report, whose purpose is to provide information to promote public discussion about the issues facing the local authority. The pre-election report is prepared by the Chief Executive, must contain financial and major project information, and must be completed by 30 June 2016.

#### **Online Voting Trials**

Government has agreed to consider trialling online voting (in conjunction with postal voting) for certain territorial authorities for the 2016 triennial elections.

Expressions of interest from territorial authorities was called for by Local Government New Zealand in June 2015 and 8 territorial authorities have agreed to participate. The 8 territorial authorities to potentially trial online voting are Masterton District Council, Matamata-Piako District Council, Palmerston North City Council, Porirua District Council, Rotorua District Council, Selwyn District Council, Wanganui District Council and Wellington City Council.

The trials are subject to compliance to a comprehensive Department of Internal Affairs requirements document and to Government's final approval, expected in March 2016.



## Recommendation

It is recommended that:

Council resolves for the 2016 triennial elections, to adopt *either*:

- (i) the alphabetical order of candidate names; *or*
- (ii) the pseudo-random order of candidate names; *or*
- (iii) the random order of candidate names

as permitted under regulation 31 of the Local Electoral Regulations 2001.

Author:



Dale Ofoske  
Electoral Officer // Northland Regional Council  
Election Services

## APPENDIX ONE:



### SATURDAY 8 OCTOBER 2016

Wednesday 2 March - Saturday 30 April 2016	Ratepayer roll enrolment confirmation forms sent by constituent territorial authorities [Reg 16, LER]
Wednesday 2 March - Wednesday 6 July 2016	Preparation of ratepayer roll by constituent territorial authorities [Reg 10, LER]
May 2016	National ratepayer roll qualifications and procedures campaign [Sec 39, LEA]
Monday 27 June 2016	ES enrolment update campaign commences
Wednesday 13 July 2016	Public notice of election, calling for nominations, rolls open for inspection [Sec 42, 52, 53, LEA]
Friday 15 July 2016	<b>Nominations open / rolls open for inspection</b> [Sec 42, LEA]
Friday 12 August 2016	<b>Nominations close (12 noon) / rolls close</b> [Sec 5, 55, LEA, Reg 21, LER]
Wednesday 17 August - Wednesday 24 August 2016	Public notice of candidate names [Sec 65, LEA]
by Monday 12 September 2016	Electoral officer certifies final constituent territorial authority electoral rolls [Sec 51, LEA, Reg 23, LER]
Friday 16 September 2016	ES letter sent to unpublished roll electors
Friday 16 September - Wednesday 21 September 2016	<b>Delivery of voting documents</b> [Sec 5, LEA, Reg 51, LER]
Friday 16 September - Saturday 8 October 2016	Progressive roll scrutiny [Sec 83, LEA] Special voting period Early processing
by 12 noon, Friday 7 October 2016	Appointment of scrutineers (noon) [Sec 68, LEA]
<b>Saturday 8 October 2016</b>	<b>Election day</b> [Sec 10, LEA] Voting closes 12 noon - counting commences [Sec 84, LEA] Preliminary results (FPP) available as soon as practicable after close of voting [Sec 85, LEA]
after 12 noon, Saturday 8 October - Thursday 13 October 2016	Official count [Sec 84, LEA]
Saturday 15 October - Wednesday 19 October 2016	Declaration/public notice of results [Sec 86, LEA]
Mid-December 2016	Return of election expenses & donations form [Sec 112A, LEA]



// Dale Ofoske  
Electoral Officer  
Northland Regional Council  
November 2014

LEA = Local Electoral Act 2001  
LER = Local Electoral Regulations 2001  
ES = Enrolment Services, Electoral Commission  
FPP = First Past the Post

## APPENDIX TWO:



### GENERAL

Triennial elections for elected members of all local authorities throughout New Zealand are to be conducted, by postal vote, on Saturday 8 October 2016.

The elections will be conducted under the provisions of the Local Electoral Act 2001 and the Local Electoral Regulations 2001 and will be administered under contract, by Election Services, for the Northland Regional Council.

The elections are undertaken on behalf of the regional council by its three constituent territorial authorities (Far North District, Kaipara District and Whangarei District). In addition to their own elections (Mayor, Council etc), each constituent territorial authority is required to undertake the regional council and district health board elections.

### POSITIONS

Elections will be required for the following positions:

- *Councillors (9)*
  - Coastal Central Constituency (1)
  - Coastal North Constituency (2)
  - Coastal South Constituency (1)
  - Hokianga-Kaikōhe Constituency (1)
  - Kaipara Constituency (1)
  - Te Hiku Constituency (1)
  - Whāngārei Urban Constituency (2)

### NOMINATIONS

Nominations for the above positions will open on **Friday 15 July 2016** and close at **noon** on **Friday 12 August 2016**.

Nomination forms will be available during this period from:

- Council's Whāngārei Office, 36 Water Street, Whāngārei
- Council's Dargaville Office, 61B Victoria Street, Dargaville
- Council's Kaitiāia Office, 192 Commerce Street, Kaitiāia
- by accessing [www.nrc.govt.nz](http://www.nrc.govt.nz)
- by telephoning the electoral office on 0800 922 822

To be eligible to stand for election, a candidate must be:

- enrolled as a Parliamentary elector (anywhere in New Zealand); and
- a New Zealand citizen.

Detailed candidate information handbooks will be available from the electoral office (phone 0800 922 822) from May 2016.

## ELECTORAL ROLL

Those eligible to vote at the election are all resident electors and non-resident ratepayer electors whose names appear on the constituent territorial authority electoral rolls when they close. The preliminary constituent territorial authority electoral rolls will be available for public inspection at the respective territorial authority offices and libraries within their districts from **Friday 15 July 2016 to Friday 12 August 2016**.

Resident Roll. All parliamentary electors, including those on the Māori Electoral Roll, are automatically enrolled on the Resident Roll, at the address where they live.

Any alterations to the Resident Roll (eg change of address details, including new postal addresses) should be made by:

- completing the appropriate form at any post shop;
- telephoning 0800 ENROLNOW (0800 367 656)
- accessing the Enrolment Services (Electoral Commission) website on [www.elections.org.nz](http://www.elections.org.nz)

Ratepayer Roll. If a person is on the parliamentary roll in one area and pays rates on a property in another area, this person may be eligible to be enrolled on the non-resident ratepayer roll. A firm, company, corporation or society paying rates on a property may nominate one of its members or officers as a ratepayer elector (providing the nominated person resides outside of the area). Ratepayer Roll Enrolment Forms are available at respective constituent territorial authority offices, or by phoning the electoral office on 0800 922 822.

## ELECTORAL SYSTEM

The first past the post (FPP) electoral system will be used for the Northland Regional Council, Far North District Council and Whangarei District Council elections. For the Kaipara District Council and the Northland District Health Board, the single transferable voting (STV) electoral system will be used.

## VOTING PERIOD

Voting documents will be sent to all eligible electors, by post, from **Friday 16 September 2016**.

The voting period is three weeks (**Friday 16 September 2016 to noon Saturday 8 October 2016**). Electors may post their completed voting documents back to the electoral officer using the orange pre-paid envelope sent with their voting document. Polling places for the issuing of special voting documents and for the receiving of completed voting documents will be available from Friday 16 September 2016 to noon Saturday 8 October 2016 at:

- Far North District Council's Main Office (Memorial Avenue, Kaikohe)
- Kaipara District Council's Main Office (42 Hokianga Road, Dargaville)
- Whangarei District Council's Office (Forum North, Rust Avenue, Whangarei)

To be counted, all completed voting documents must be in the hands of the electoral officer or an electoral official by **noon Saturday 8 October 2016**.

Progress results will be known early afternoon, and preliminary results will be known late evening, on **Saturday 8 October 2016**. These will be accessible on Council's website [www.nrc.govt.nz](http://www.nrc.govt.nz)



For further information regarding this election, please contact the electoral office:


// The Electoral Officer, Northland Regional Council

PO Box 5135, Wellesley Street, Auckland 1141

Email: [info@electionservices.co.nz](mailto:info@electionservices.co.nz)

Phone: 0800 922 822

## APPENDIX THREE:



**Local Elections 2016  
YOUR VOTE  
YOUR COMMUNITY**

**Wherever you pay rates  
it pays to vote**

**DO YOU LIVE IN ONE AREA AND PAY RATES ON A PROPERTY IN ANOTHER?**

**Then you may qualify to vote more than once at the  
local authority elections on 8 October 2016**

- If you live and vote in one council district, but also pay rates on a property in another district, you may be eligible to enrol as a non-resident ratepayer elector in that other council district.
- A firm, company, trust, corporation or society which pays rates on a property may nominate one of its members or officers as a non-resident ratepayer elector, provided that the nominator and the person nominated are both registered as Parliamentary electors at addresses which are outside the council district within which the property is situated.
- In the case of partners, joint tenants and tenants in common, who collectively pay rates on a property, one of the group may be nominated to be entered on the ratepayer electoral roll. Again, the nominated person and the nominator must be registered as Parliamentary electors at addresses which are outside the council district within which the property is situated.

Note: The term "council district" includes a city, district and regional council area and where established, a community board area. The term also includes the area of the Auckland Council and the areas of its local boards.

**Eligibility to enrol or be nominated will depend on individual circumstances**

In each case only one ratepayer elector can be nominated, irrespective of the number of properties owned by the firm, company, society, trust, partnership or ratepayer in a council district.


**New Ratepayer Electors**

If you think you may be eligible to enrol or to nominate a person for the ratepayer electoral roll, you will need to obtain an Enrolment Form for Ratepayer Electors from the city or district council to which you pay your rates.

**ENROL NOW – THE RATEPAYER ELECTORAL ROLL CLOSES ON 12 AUGUST 2016**

**If you are on the Parliamentary electoral roll you will automatically be on the  
local authority residential electoral roll**

If you want further information please phone toll free  
**0508 08 10 16** (from 11 April 2016 to 26 August 2016)  
Brought to you by New Zealand Local Authority Electoral Officers



**Local Elections 2016  
YOUR VOTE  
YOUR COMMUNITY**

**Wherever you pay rates  
it pays to vote**



**ISSUE: Māori Participation in Northland Regional Council Planning Processes**

**ID:** A822897

**To:** Council Meeting, 15 March 2016

**From:** Rachel Ropiha, Kaiarahi Mātauranga Māori

**Date:** 1 March 2016

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

**Executive summary:**

At its 11 February 2016 meeting the Te Tai Tokerau Māori Advisory Committee (the committee) considered a paper outlining work that had been undertaken by a working party of the committee, who were charged with investigating and recommending back to the committee, a process to ensure Māori participation in council's planning processes.

This report is to act as a placeholder for supplementary information to be tabled at the council meeting.

**Legal compliance and significance assessment:**

Detail to be included in the supplementary report.





**ISSUE: Submission on Draft Reserve Management Plan  
Kai Iwi Lakes (Taharoa Domain) 2015**

**ID:** A822838

**To:** Council Meeting, 15 March 2016

**From:** Bruce Howse, Group Manager Environmental Services

**Date:** 1 March 2016

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

**Executive summary:**

The purpose of this report is to provide a submission on the Draft Reserve Management Plan Kai Iwi Lakes (Taharoa Domain) 2015 and seek delegated authority for the Chief Executive Officer, Chairman and Deputy Chairman to lodge the submission on behalf of council.

**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 LGA 2002. The subject matter is not considered to trigger council's Significance Policy given council's involvement in lake management as part of council's day to day activities.

**Recommendations:**

---

1. That the report 'Submission on Draft Reserve Management Plan Kai Iwi Lakes (Taharoa Domain) 2015' by Bruce Howse, Group Manager Environmental Services, and dated 1 March 2016, be received.
  2. That authority is delegated to the Chief Executive Officer, Chairman and Deputy Chairman to lodge the submission on behalf of council, including making any amendments to the submission as determined by council.
-

**ITEM: 7.5**

Page 2 of 3

**Report:**

Kaipara District Council has prepared a Draft Reserve Management Plan for Kai Iwi Lakes (Taharoa Domain) (the Plan). The Plan covers the reserve area incorporating the dune lakes and surrounding land.

The Plan has been developed as required under s41 of the Reserves Act 1977. This follows a review of the current Taharoa Domain Reserve Management Plan 2002. The Plan vision is 'to protect and enhance Taharoa Domain as taonga of global significance for the benefit of present and future generations'.

The submission period for the Draft Reserve Management Plan closes at 4.30 pm on Tuesday 22 March 2016. Hearings for the Plan will be in April 2016.

Some of the key questions/matters posed on the Kaipara District Council website in relation to the Plan are:

- Promote the Domain as an educational, scientific and tourist destination;
- Increase passive recreation - walking and cycling activities;
- Protect wahi tapu sites;
- Continue and increase revegetation of native bush - more pest and weed control;
- Review trout releases - to protect native fish;
- Enhance opportunities for passive and non-motorised water recreation;
- Powerboats not allowed from 2018 - or earlier? (This directive will be implemented through a new bylaw);
- Encourage social, cultural and sporting events;
- Close Promenade Point campground by 2018 - focus camping at Pine Beach;
- Upgrade day-use facilities; and
- Draft Kai Iwi Lakes (Taharoa Domain) Bylaw 2015.

Alongside the Reserve Management Plan a draft bylaw is proposed which seeks to support the objectives proposed in the Draft Reserve Management Plan by excluding powerboats from Kai Iwi Lakes unless authorised as a safety vessel for events, scientific and research purposes, or for management operations. Consultation on this bylaw is being undertaken alongside the Reserve Management Plan. The decision on the final Plan will inform the decision on the bylaw. Should the Final Reserve Management Plan be adopted in a form allowing powerboats, the need for the bylaw will disappear.

An assessment of the Draft Reserve Management Plan for Kai Iwi Lakes (Taharoa Domain) 2015 has been undertaken. The Plan is structured around six key areas, being:

- Collaboration;
- Cultural;
- Environment;
- Recreation;
- Economic Development; and
- Resourcing.

**ITEM: 7.5**

Page 3 of 3

Each of the key areas has an overarching aim supported by specific objectives and proposed actions. Parts of the Plan, such as the proposal to ban powerboating by 2018, represent a significant shift from current usage. Nevertheless, the Plan is a comprehensive document that provides a good basis for enabling realisation of the vision, *‘to protect and enhance Taharoa Domain as taonga of global significance for the benefit of present and future generation’*, to be focused upon and achieved.

Copies of the following documents are **attached** to this report:

- Draft NRC submission on the Draft Reserve Management Plan for Kai Iwi Lakes (Taharoa Domain) 2015;
- Draft Reserve Management Plan for Kai Iwi Lakes (Taharoa Domain) 2015;
- Draft Kai Iwi Lakes (Taharoa Domain) Powerboat Bylaw 2015; and
- Statement of Proposal – Kai Iwi lakes (Taharoa Domain) Powerboat Bylaw 2015.

Delegated authority is sought from council for the Chief Executive Officer, Chairman and Deputy Chairman to lodge the attached draft NRC submission on behalf of council, including making any amendments to the submission as determined by council.





Te Kaunihera a rohe o te Tai Tokerau

## Submission

Private Bag 9021  
36 Water Street  
WHĀNGĀREI 0148  
New Zealand

By the:

**Northland Regional Council**

Phone: 09 470 1200  
Freephone: 0800 002 004  
Environmental Hotline:  
0800 504 639  
Fax: 09 470 1202  
Email: [mailroom@nrc.govt.nz](mailto:mailroom@nrc.govt.nz)

On

[www.nrc.govt.nz](http://www.nrc.govt.nz)

### **Draft Reserve Management Plan – Kai Iwi Lakes (Taharoa Domain) 2015**

#### **Attention:**

Kaipara District Council  
Private Bag 1001  
Dargaville 0340  
Attention: Mark Schreurs

#### **Introduction**

1. Northland Regional Council (NRC) thanks Kaipara District Council for the opportunity to respond to the Draft Reserve Management Plan – Kai Iwi Lakes (Taharoa Domain) 2015. This submission is made with council's statutory functions<sup>1</sup> in mind and in the interests of promoting sustainable management of Northland's natural and physical resources.
2. NRC acknowledges the outstanding status (NIWA, 2010) of lakes Taharoa, Waikare and Kai Iwi, and note that Taharoa has been referred to in scientific reports as *'probably the best example of a clear-water lake, with the deepest recorded submerged vegetation in the North Island'*. The significance of the Taharoa Domain and lakes in terms of natural heritage, cultural and recreational values cannot be understated. Accordingly, NRC supports the vision of the Draft Reserve Management Plan *'To protect and enhance Taharoa Domain as taonga of global significance for the benefit of present and future generations'*.
3. NRC congratulates the Taharoa Domain Governance Committee on the Draft Reserve Management Plan, which is comprehensive and provides a sound basis for addressing risks and opportunities and enabling the vision to be achieved.
4. NRC's following submission is structured around the six aims of the Draft Reserve Management Plan.

#### **Submission**

##### **AIM 1: COLLABORATION**

5. NRC supports the overall intent of aim 1 and the associated objectives and proposed actions.

---

<sup>1</sup> Resource Management Act 1991 and Biosecurity Act 1993.



6. NRC has been working in collaboration with the Kaipara District Council, Te Roroa and other stakeholders for pest and weed control and lake environmental monitoring. NRC supports this continued collaboration and working with other stakeholders to ensure the values of the lakes and domain are maintained and improved. This work is described in further detail in the document 'Kai Iwi Lakes Pest Management Action Plan – Getting Started' (NRC, 2014).

Te Kaitiaki a Hōne o te Tai Tokerau  
Private Bag 9021  
36 Water Street  
WHĀNGĀREI 0148  
New Zealand

## AIM 2: CULTURAL

7. NRC supports the overall intent of aim 2 and the associated objectives and proposed actions.
8. NRC supports the proposed continuation of the restoration of aquatic and terrestrial ecological systems, including further development of the work programme and monitoring of the progress for the restoration of natural indigenous biota and kai.

Phone: 09 470 1200  
Freephone: 0800 002 004  
Environmental Hotline:  
0800 504 639  
Fax: 09 470 1202  
Email: [mailroom@nrc.govt.nz](mailto:mailroom@nrc.govt.nz)

[www.nrc.govt.nz](http://www.nrc.govt.nz)

## AIM 3: ENVIRONMENT

9. NRC supports the overall intent of aim 3 and the associated objectives and proposed actions.
10. The Northland Lakes Strategy (2012) has classified all three lakes as outstanding. Under current policies NRC carries out regular lake water quality and ground water monitoring on and around the Kai Iwi lakes. A better understanding of the complexities regarding the Kai Iwi lakes will improve management practices and increase efficiencies while improving environmental values (Champion, 2016; NIWA, 2012; NIWA, 2014b).
11. Since 2013 NRC has been actively undertaking and supporting KDC with ongoing weed and pest control throughout the Taharoa Domain, NRC has been contributing approximately \$100k to weed and pest control activities annually. Environmental weeds and pests have a negative effect on the natural ecology and biodiversity. Ongoing, long-term management is required to restore the Taharoa domain to its natural state and to ensure a healthy native ecosystem (University Of Auckland, 2014).
12. Fire protection work needs to be undertaken to minimise the fire risks. In this landscape a large fire would have a significant negative effect on the restoration efforts that have been carried out to remove unwanted invasive weeds such as *Acacia longifolia*. *A. longifolia* is known to increase the risk and intensity of fires, as well hinder the regeneration of native flora after fire (University Of Auckland, 2014). Fire also increases the risk of nutrient enrichment of the lakes, due to ash and runoff to the lakes following rainfall events.
13. Aquatic weeds pose a serious threat to the Kai Iwi lakes. Aquatic weeds are known to be transported primarily by human activities such as boats and trailers, fishing equipment and unintentional releases. Adequate preventative measures need to be put in place to ensure the spread of aquatic weeds is avoided and a response plan is developed (NIWA, 2008; Champion 2016).
14. Pest fish pose a serious threat to the Kai Iwi Lakes, a report by NIWA has detailed the effects of pest fish in Northland and the risk they pose to freshwater systems (NIWA, 2012b; NIWA, 2014).



15. We note the proposed objective relating to reviewing the release of exotic fish (trout) into Taharoa and Waikare and the impacts of discontinuing this practice. NRC supports a precautionary approach in this area. We note that there may be positive benefits for native fish via the association of trout which predate *Gambusia affinis* (mosquito fish), therefore potentially lessening the impact of *Gambusia* on the predation of native fish (Champion, 2016). The precautionary approach needs to be underpinned by good science involving species ecology, research by management and monitoring.

16. NRC notes the proposed action to ban powerboats from 2018. There is limited evidence to show a direct correlation between the use of powerboats and adverse environmental effects on water quality, ecology and the wider natural heritage of the lake environment. However, potential impacts from powerboats may include (Champion, 2016):

- adverse effects on birds due to noise and disruption
- effect on shoreline stability and plant communities through wake induced wave lap
- resuspension of lake bed sediments and nutrients
- contamination via fuel spills and motor exhaust discharges
- the risk of aquatic weeds being introduced to the lakes via boats and trailers

17. We also note that the only lake with substantial reed beds is Kai Iwi, which is the lake without current access for powerboats. This is similar in size and character to Waikare. This may warrant further investigation to determine if there is a direct linkage to powerboat induced wake or not.

18. If a decision is made to allow for the continued use of the lakes for powerboating, then consideration could be given to limiting this use to 4-stroke powered vessels on the basis that these are quieter and cleaner than 2-stroke powered vessels.

#### **AIM 4: RECREATION**

19. NRC supports the overall intent of aim 4 and the associated objectives and proposed actions.
20. If a decision is made to allow for the continued use of powerboats on the lakes, then NRC would support limiting water craft launching facilities to a single defined point at Lake Taharoa. Multiple launching locations increases erosion and pollution and increases biosecurity risks. A single defined point would greatly assist with aquatic weed surveillance monitoring programmes and likelihood of detection. It may also be appropriate to require that people moor vessels in one defined area.
21. Rationalising launching points to a single location would also aid with the implementation of a biosecurity checking bay and related information at the launching point. Issues associated with compliance and enforcement will need to be given due consideration. Complimentary techniques such as weed cordons or other available options should also be given due consideration (NIWA, 2008).
22. NRC supports the proposed action of ensuring that day visitor toilet facilities are provided at key destination points. Suitable sited and constructed facilities will

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Environmental Hotline:

0800 504 639

Fax: 09 470 1202  
Email: [mailroom@nrc.govt.nz](mailto:mailroom@nrc.govt.nz)

[www.nrc.govt.nz](http://www.nrc.govt.nz)



assist reduce the potential for pollution of the lakes. The toilets need to be sited very close to main bathing areas and supported by good explanatory signage

Te Kaitiaki a Hōne o te Tai Tokerau

## AIM 5: ECONOMIC DEVELOPMENT

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23. NRC supports the overall intent of aim 5 and the associated objectives and proposed actions.

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Fax: 09 470 1202  
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24. NRC supports the action of discontinuing production forestry practices and replacing this with a focus upon restoration and re-vegetation of the Domain. This work has been underway for a number of years already, and NRC supports the continuation of this approach. Wilding pines are a serious threat to the natural heritage of the Taharoa Domain and surrounding area (Nathan & Stanley 2014). NRC is currently using contractors to control wilding pines over more than 66ha at the Domain with ongoing control planned. This provides further justification for the proposed discontinuation of production forestry practices within the Domain. Restoration should focus on revegetation to appropriate low fertility plant communities which will limit nutrient inputs via runoff or groundwater. The natural state of the lakes catchment is predominantly gumland and dry heaths, which are naturally low fertility soils and vegetation.

[www.nrc.govt.nz](http://www.nrc.govt.nz)

25. Since 2013 the NRC has been actively undertaking and supporting KDC with ongoing weed and pest control throughout the Taharoa Domain, NRC contributes approximately \$100k to weed and pest control activities annually. Environmental weeds and pests have a negative effect on the natural ecology and biodiversity, including the potential for nutrient inputs from exotic species that fix nitrogen. Ongoing, long-term management is required to restore the Taharoa domain to its natural state and to ensure a healthy native ecosystem (University Of Auckland, 2014).

## AIM 6: RESOURCING

26. NRC supports the overall intent of aim 6 and the associated objectives and proposed actions.

## OTHER MATTERS

27. NRC is supportive of the 14 allied work plans, which cover the main management aspects associated with the Domain and lakes.

28. NRC has a particular role to play in promoting the sustainable management of the lakes via statutory functions<sup>2</sup>. In particular this is through the Regional Water and Soil Plan for Northland in relation to Taharoa Domain and the Regional Policy Statement (alongside the Kaipara District Plan). These documents contain provisions which influence the management and development of Taharoa Domain, particularly in relation to its status as an outstanding landscape, its natural character, social and cultural values and water quality. Activities like earthworks, vegetation clearance, construction of buildings, and changes within or near water bodies are controlled as a result.

29. Given NRC's role in promoting the sustainable management of the lakes, and the international significance of the lakes, NRC requests that consideration be given

<sup>2</sup> Resource Management Act 1991 and Biosecurity Act 1993.





for extending the Taharoa Domain Governance Committee to include NRC membership on the Committee. NRC consider this would provide an opportunity for improved collaboration and implementation of actions within the Reserve Management Plan,.

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## CONCLUSION

30. NRC congratulates the Taharoa Domain Governance Committee on the Draft Reserve Management Plan, which is comprehensive and provides a sound basis for addressing risks and opportunities and enabling the vision '*To protect and enhance Taharoa Domain as taonga of global significance for the benefit of present and future generations*' to be achieved.

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31. NRC does wish to be heard at any hearing on the matter.

**Signed:**

**Dated:**

-----  
**Chairman**

-----  
**Chief Executive Officer**

## References and Reports Attached To Submission

- a) Champion, 2016, Kai Iwi lakes presentation Feb16
- b) NIWA 2008, Kai-Iwi Lakes Aquatic Weed Strategy
- c) NIWA, 2010, Northland Lakes Ecological Status 2010
- d) NIWA, 2012, Northland Lakes Strategy
- e) NIWA, 2012b, Northern Lakes Ecological Status 2012
- f) NIWA, 2014, Biosecurity status of non-native freshwater fish species in Northland
- g) NIWA, 2014b, Northland lakes – Annual Report
- h) NRC, 2014, Kai iwi Lakes Pest Management Action Plan – Getting Started.



- i) University Of Auckland, 2014, Best practice pest plant control at Kai Iwi Lakes Northland

**Te Kaunihera a rohe o te Tai Tokerau**

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**DRAFT**

# RESERVE MANAGEMENT PLAN

## KAI IWI LAKES (TAHAROA DOMAIN) 2015





# DRAFT RESERVE MANAGEMENT PLAN

## KAI IWI LAKES (TAHAROA DOMAIN) 2015

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# DRAFT RESERVE MANAGEMENT PLAN

## KAI IWI LAKES (TAHAROA DOMAIN) 2015

### INTRODUCTION

This Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan 2015 has been developed to provide strategic guidance to the custodianship and enhancement of Taharoa Domain (an area commonly known as Kai Iwi Lakes). The reserve covers an area of some 538 ha and contains three dune waterbodies: Lake Taharoa, Lake Kai Iwi and Lake Waikare.

#### Dune lakes

Kaipara District has a number of dune lakes associated with the length of its western coastline. These form part of a wider sequence that runs from Aupouri to Pouto Peninsula. The Kai Iwi Lakes are part of this lake system and are arguably amongst the best known dune lakes in New Zealand.

Lakes Taharoa, Waikare and Kai Iwi are all ranked as outstanding<sup>1</sup>. Lake Taharoa, the largest of the three lakes and deepest (37m) in Northland receives the most activity due to its size, with a number of recreational activities occurring. Lake Taharoa has been recognised as *'probably the best example of a clear-water lake in Northland with the deepest recorded (24m) submerged vegetation in Northland'*<sup>2</sup>.

Like most dune lakes, the Taharoa Domain waterbodies have little or no continuous surface inflows or outlets, being primarily fed directly by rainfall or by groundwater from the surrounding catchment. As a result, water levels fluctuate to reflect climatic patterns.

Lake Waikare has historically been the base for formalised water skiing activities; Lake Taharoa is the focus of camping and much of the Domain's recreational pursuits; whilst Lake Kai Iwi, as the smallest of the three lakes, provides for very little active recreational use. Each lake has its own individual characteristics, but they have a collective identity that shapes an outstanding natural environment.



<sup>1</sup> Northern Lakes Ecological Status 2013. NIWA

<sup>2</sup> Ibid.



Collectively the lakes support a spectrum of endangered endemic species, providing one of only a few remaining known habitats or strongholds for a range of biota. Perhaps the most outstanding feature of the lakes is a currently limited impact of invasive species on the lakes' biota. They are highly complex and sensitive ecosystems that need collective assessment and monitoring programmes to take into consideration human activity and the interactions between the lakes physical environment and the biological communities that live within them. These matters are central to a continued healthy and outstanding natural feature and for the benefit and enjoyment of those who interact with it.

### **Taharoa Domain**

The Domain is legally held as Crown land and its administration is currently vested in Kaipara District Council. It lies some 30km to the northwest of Dargaville, 2km inland of the west coast Tasman Sea and 30km south of Waipoua.



An aerial view of the Domain and surrounding terrain. Source: Google Earth.

Taharoa Domain is an iconic place, boasting a fascinating cultural history, outstanding landscape values, a fast-recovering ecology and water quality that is amongst the highest of any dune lakes in New Zealand. Collectively these characteristics give the Domain a distinctive identity that is unmatched elsewhere in the country.

The lakes provide a much-loved destination for day visitors and campers, with many families having a relationship with the Domain that goes back to the early times of its formation as a reserve. It is not uncommon for camping groups to consist of three generations staying together.





## HISTORICAL OVERVIEW

For as long as has been recorded, people have lived in and around what is known today as Kai Iwi Lakes (Taharoa Domain). It is thought that the first Maori ancestor associated with the lakes is Tuputupu Whenua (alias Tumutumu Whenua) who dwelt at Rangirerekura Pa in the nearby Waihopai Valley. The Waihopai Valley at this time provided an ideal settlement for early Maori, as it was rich in resources. Tuputupu Whenua's 16<sup>th</sup> century Te Roroa descendent, Ngaengae, is believed to have lived in the same pa and is known to have fished in the lakes, as did his son Rangiwhatuma and his grandson Ikataora.

By the 1870's, the Kai Iwi area had become a major gum digging area, with the largest gum digging camp was located at Johnsons's Swamp, south of Lake Kai Iwi<sup>3</sup>. Gum digging expanded to include to the eastern shores of Lake Taharoa and supported a general store that was established at Pine Beach in 1892. In the 1920's there was approximately 100 people said to have lived on the shores of the lakes and most were gum diggers. Around this time there were various attempts to extend gum retrieval in the area and flax was harvested as a local industry.

An extensive tract of land known as the Maunganui Block was sold to the Crown in 1876 by the Chiefs Tiopira Kinaki and Parore Te Awha. Subsequently, a small 250 acre portion of that area which was centred on Lake Kai Iwi was cut out the wider area that had been purchased and granted back to Parore Te Awha to provide for perpetual access to food resources, protect important sites and provide a sheltered place to live. This parcel became known as the Taharoa Native Reserve and was to become the subject of a Treaty of Waitangi claim after it was sold to the Crown in 1950 without the involvement of Parore's descendants.



An 8.5ha block of land on the eastern shore of Lake Taharoa was set aside as a scenic reserve in 1928. The Crown then purchased Taharoa Native Reserve from the legal Maori owners in 1950, but in so doing was later judged to have breached the principles of the Treaty of Waitangi by the Waitangi Tribunal. Surrounding land was added to the scenic reserve in 1952, followed a decade later by Lake Kai Iwi being added to the reserve. In that same year, land around Lake Taharoa and Kai Iwi was gazetted as the Taharoa Domain Recreation Reserve.

1964 saw the first plantation forestry in the Domain, with the planting of 10,000 pine seedlings. Forestry operations continued until mid-2000's. It was also in 1964 that recreational use of the Domain started to be

<sup>3</sup> Taharoa Domain Reserve Management Plan (1987) Dunn, M.J. Hobson County Council



promoted. Lake Waikare became popular for water-skiing during this period and a water-ski club was established in the late 1960's.

Lake Waikare was added to Taharoa Domain Recreation Reserve in 1968 and in that same year administration and control of the reserve was entrusted to Hobson County Council (now Kaipara District Council), through the Taharoa Domain Board which was formed under the Reserves and Domains Act (1953). 1968 also saw a survey of Lakes Kai Iwi and Taharoa by the Departments of Marine and Internal Affairs, which found conditions in the lakes favourable for the 10,000 rainbow trout fingerlings that were then released into Lake Taharoa later that year. Trout were introduced to Lake Waikare the following year and trout fishing at the Domain commenced.



Lake Taharoa in 1966, Whites Aviation Ltd : Photographs. Ref: WA-66060-F.  
Alexander Turnbull Library, Wellington, New Zealand. <http://natlib.govt.nz/records/22587705>

The 1970's was a busy time for development in the domain, with the roading and amenity blocks seen today being established. Amenity improvements continued into the early 1980's to cater for increasing numbers of day-trippers and campers who were being drawn to the lakes.

During 1986 the first of a number of Treaty of Waitangi claims was lodged on behalf of Te Roroa and this included Taharoa Native Reserve within its scope. The Waitangi Tribunal addressed the claim in a report



released in 1992, which judged that there were breaches of the Treaty in the way that the purchase of that Native Reserve was conducted and recommending a number of avenues of redress.

Taharoa Domain received its first reserve management Plan in 1987, when the then Hobson County prepared a document in response to the requirements of the Reserves Act (1977). The gravel road that connected Kai Iwi Lakes Road with Pine Beach was sealed in the 1990's, leading to a further increase in visitor numbers.

A review of the 1987 reserve management plan began in 1999, concluding with the second Taharoa Domain Reserve Management Plan being adopted in 2002. Three years later a new wastewater plant was installed at Pine Beach. A further two years elapsed before all of the pines established from 1964 onwards were harvested and major habitat restoration works began. Those ecological initiatives have continued to the present, with an increasing focus upon managing plant and animal pests, along with a number of research initiatives. Improvements to 1970's-era amenities around the Pine Beach area and the beginnings of a comprehensive upgrading of the Domain's tracks (as signalled by the 2002 Reserve Management Plan) have been progressing during 2015. A review of the 2002 Reserve Management Plan was initiated in 2013, leading to the preparation of this document.



## MANAGING THREATS

Taharoa Domain has seen some significant changes in its management over the years. In early times much of the perimeter of the lakes was grazed and that use perpetuated through to the 1980s. Extensive forestry was established during the late 1960s and harvesting has occurred over the past 20 years, sometimes with dramatic effects. That impact is now healing and a new phase has commenced where restoring the natural ecology of the lakes and their setting has become a primary focus.

Growing populations of people, particularly in Auckland, and constant improvements in transportation will inevitably lead to increasing user numbers and associated pressures. A significant challenge is to ensure that the outstanding status of all three lakes within Taharoa Domain is conserved as demand grows. Amongst the goals of this reserve management plan is to significantly enhance the qualities of the Domain whilst addressing use pressures.

The aquatic environment of the lakes is particularly vulnerable, with a potential for aggressive exotic species to be accidentally introduced and to then rapidly colonise the lakes. Threats to water quality from the wider catchment that influences the lakes is another significant matter. Reducing the risks and the likelihood of damage to water quality and aquatic ecology requires proactive management will involve a number of





organisations. There is a need to identify potential and pathway risks along with developing measures aimed at risk reduction (particularly education), surveillance, incursion response, readiness and monitoring. Continuing to build knowledge about the natural resources and processes that influence the Lakes will allow a fuller understanding of both the characteristics of the waterbodies and the ways those could be compromised.

The Domain's terrestrial environment faces a comparable suite of threats, many of which are already well-established. Addressing those land-based environmental challenges also requires scientifically-based programmes and monitoring which are supported with ongoing commitment.

It is the intention of the Taharoa Domain Governance Committee to implement actions within the Reserve Management Plan that enable the Domain and its environment to be enjoyed by all visitors while simultaneously enhancing the area and reducing risks through knowledge and active management.



*Centrolepis strigosa* at shore of Lake Waikare. Current conservation status: 2012 - threatened - nationally critical, still seasonally abundant at Kai Iwi Lakes. Photograph by Lisa Forester NRC 2014-10-13

## CULTURAL RELATIONSHIPS

The first Maori ancestor probably associated with the lakes is Tuputupu Whenua (alias Tumutumu Whenua), whose name means a sprout from the land. He dwelt at Rangirerekura Pa in the nearby Waihopai Valley close to the fishing grounds at Maunganui Bluff, the mussel and toheroa beds of Ripriro Beach, the swamps and kumara gardens of the Waihopai Valley and the eels of the Ngakiripara Stream and the lakes. The Waihopai Valley provided an ideal resource rich settlement for early Maori. Tuputupu Whenua's probably 16<sup>th</sup> century Te Roroa descendent, Ngaengae lived in the same pa and is known to have made use of the lakes for fishing purposes, as did his son Rangiwhatuma and the latter's son Ikataora.



A close, long-standing relationship with the lakes and surrounding land leads to Maori regarding them as a taonga (treasure) and important food source. They have fished, lived in the area around the lakes, and buried their dead there. Two urupa (burial grounds) are known to exist and a pa site overlooks Lake Kai Iwi from just outside the legal boundaries of the reserve.

The Taharoa Native Reserve was defined in an effort to conserve iwi access to the Lakes when broader land holdings were sold by local Maori.



Evidence presented in relation to the Te Roroa claim (Wai 38) paints an engaging picture of early life<sup>4</sup>. Mr Te Rore tells of packs of 18 horses following the Ngakiriparauri Track between the lakes and Kaihu carrying loads of kauri gum to load onto the train. The importance of the Taharoa eel fishery is acknowledged, being known to complement mussels and toheroa that were gathered from the nearby coast.

Life around the gum kainga (village) was relayed to Mr Te Rore by kuia, who spoke of large nikau-clad “dance houses”, where the ground was levelled, kauri gum dust spread and set to burn. The melted gum then hardened to form a smooth and durable dance floor. Mr Te Rore describes how rama, kauri splinter torches, were constructed in readiness for tuna (eel) fishing expeditions. Another preparation was felling and splitting ti kouka (cabbage trees). The very white wood was laid in the floor of the drain so that the passing eels could be seen against that pale background in the night. This technique was described as being “our x-ray”.

Evidence by Mr Eruera Makoare to the same hearing focussed particularly upon eeling activities at the lakes, with the bounty providing for Kaihu people. Eeling was particularly directed toward the historic drain between Lakes Kai Iwi and Taharoa, and selected shallow spots on the margins of the lakes. In good times up to 50 eels of 4.5-5 feet in length would be caught in a single evening. Lake Kai Iwi was known as being the best of the lakes for catching eels. Mr Makoare talks of young people approaching him to teach them the traditional eeling methods.

Settlers of Dalmatian origin were amongst the first Europeans to have an association with the area, forming relationships with local Maori and devoting their energy to digging kauri gum. Unfortunately there is little documented history of this period, but a number of small, gnarled grape vines at Pine Beach and Promenade Point are thought to be part of the Dalmatian legacy.



<sup>4</sup> Te Rore, T, R (Lovey). Statement of Evidence in relation to a claim by E D Nathan and ors. Te Roroa claim Wai 38





## TREATY OF WAITANGI CLAIM

Tangata whenua's long-standing relationship with Taharoa Domain and the wider surrounding area has been varied and on-going. This status was recognised in a Treaty of Waitangi claim that included land embodied in the Domain. In numerous places in its report The Waitangi Tribunal recognised that the Kai Iwi lakes were, and still are, an essential mahinga kai for tangata whenua<sup>5</sup>. As a result of its findings, the Tribunal recommended:

*That the 250 acre Taharoa Native Reserve, granted as from 8 February 1876 to Parore Te Awha, be restored "as wahi tapu, papakainga and mahinga kai for tangata whenua" as originally intended.*

That recommendation is supported both by tangata whenua and the Office of Treaty Settlements in relation to Taharoa Domain. The Tribunal also acknowledged that there are wahi tapu in and around the Reserve, leading to a recommendation for the participation of tangata whenua with Council in the management of the reserve. In response, Kaipara District Council voluntarily established co-governance arrangements that provide for the active and equal decision making that tangata whenua have with Local Government representatives on the Taharoa Domain Governance Committee.



<sup>5</sup> The Te Roroa Report 1992. Waitangi Tribunal. Ministry of Justice



## VISION

*To protect and enhance Taharoa Domain as taonga of global significance for the benefit of present and future generations.*

*Kia tiaki kia whakareia enei taonga tuku iho ara ko nga roto o Taharoa, hei taonga hiranga o te ao ma te pārekareka o nga whakatupuranga o tenei me tena ao.*

## AIM 1: COLLABORATION

**Local government and tangata whenua will co-govern Taharoa, and inspire others to share in its care.**



## OBJECTIVES

- To have effective co-governance arrangements that reflect the active and equal decision-making of Local Government and tangata whenua.
- To develop a “family” of participants who are committed to working with us to optimise the values of the Domain.
- To establish opportunities for the Domain to be a source of cultural and environmental education (possibly through the development of an education facility).

## PROPOSED ACTIONS

- Committee terms of reference are updated ready for the 2016-2019 term of Council.
- A volunteer programme is in place.
- A 10-year communication plan is in place.
- A feasibility study for “Taharoa Education Centre” is completed.
- The co governance arrangement is adapted as may be necessary to be reflective of the primary parties who are committed to the ongoing health and wellbeing of the Domain.





## AIM 2: CULTURAL

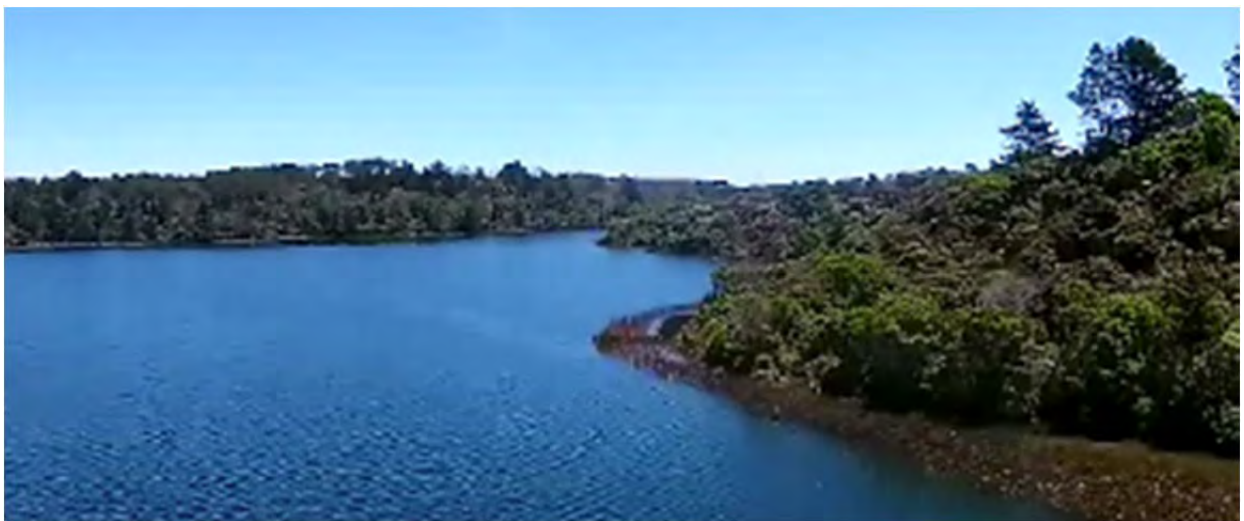
**The relationships of tangata whenua and other peoples, their history, culture and traditions will be reflected and acknowledged in how Taharoa is developed and cared for.**

### OBJECTIVES

- To protect the cultural dimension of the Domain as a fundamental part of its identity and meaning, including the protection of wahi tapu and archaeological sites.
- To recognise, respect and enhance the cultural and spiritual dimensions of the Domain and inform visitors of their importance.
- To manage Taharoa Domain holistically as one ecological and cultural system.
- To restore the aquatic and terrestrial ecological systems to natural, indigenous biota, including restoration of traditional kai.

### PROPOSED ACTIONS

- All archaeological and wahi tapu sites are identified and have protection in place.
- An interpretation plan is completed and significant sites have signage that tells their story.
- There is a work programme in place and its progress monitored for the restoration of natural, indigenous biota and kai.





### Note

There are a number of archaeological sites that have been observed that are not identified on this plan. These will be formally recorded and added during 2016.

### Key

- Registered archaeological site. Available on ArchSite.
- Sites that might warrant an interpretation sign.
- ⊙ Unconfirmed archaeological site included in previous Reserve Management Plan (2002)
- ⊙ Possible waahi tapu, to be checked.
- Additional sites as per as per AK\_SO\_6614\_1 scan provided by Archaeology North

### Registered sites as per

#### Archaeology North Ltd report (2010)

- 01 Terrace
- 02 Horse track
- 03 Horse track
- 04 Horse track
- 05 Terrace
- 06 Horse track
- 07 Horse track
- 08 Terrace & Gum store
- 09 Drain and Gum holes
- 10 Gum camp terraces
- 11 Gum house
- 12 Historic T.P. and drain
- 13 Horse track
- 14 Horse track
- 15 Horse track
- 16 Horse track
- 17 Terraces and Horse track
- 18 Horse track
- 19 Urupa
- 20 Terraces and Horse track
- 21 Gum kainga (camp)
- 22 Terraces and Horse track
- 23 (Pa site) not included in report
- 24 Eel gathering channel
- 25 Terraces and Gum house
- 26 Terrace
- 27 Terrace
- 28 Terraces and possible old store
- 29 Horse track
- 30 Horse track
- 31 Horse track
- 32 Horse track
- 33 Terraces and Gum house
- 34 Terraces and Gum house





### AIM 3: ENVIRONMENT

**Complete knowledge about Taharoa will enable effective protection and enhancement of its natural environment and pristine waters.**



### OBJECTIVES

- To improve the knowledge we have of Taharoa – its natural ecologies, and the influences and risks to its values and pristine waters - and make this knowledge widely available, including interpretative signage, annual State of the Environment reporting and a website.
- To use this knowledge to strengthen the integrity and resilience of the natural ecologies and water quality, and engage neighbours to minimise the risk of potentially harmful groundwater reaching Taharoa Domain.
- To implement an ongoing programme of habitat restoration including integrated weed and pest management, and fire protection.
- To use Taharoa, its lakes and surrounds to sustain vulnerable indigenous species by re-establishing appropriate habitats and conditions.
- To improve the knowledge of native and exotic fish stocks in the lakes, reviewing the release of exotic fish (trout) into Taharoa and Waikare and the impacts of discontinuing this practice.
- To pro-actively manage the lakes based on scientific research and analysis and on-going monitoring programmes developed with key stakeholder organisations.



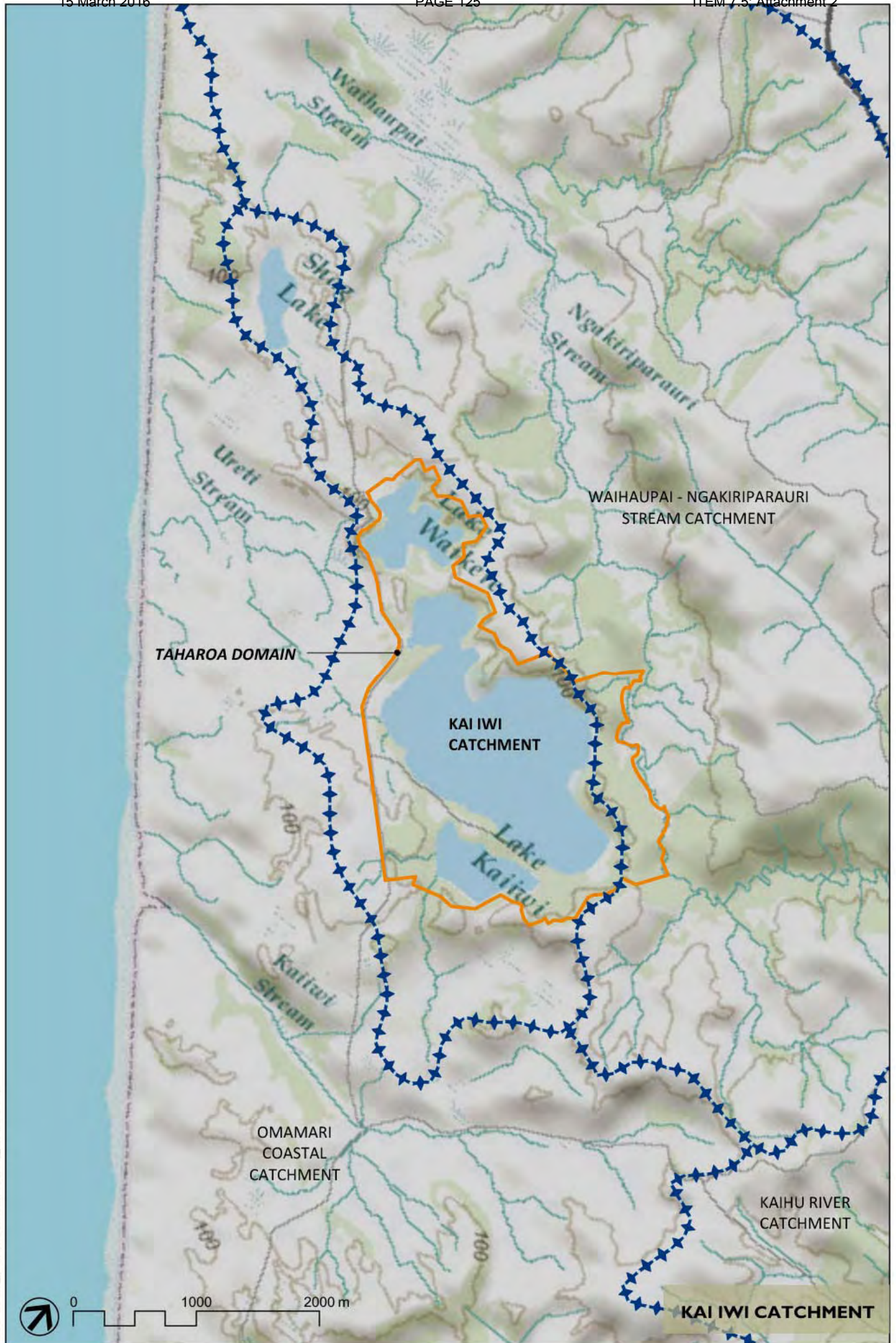
## PROPOSED ACTIONS

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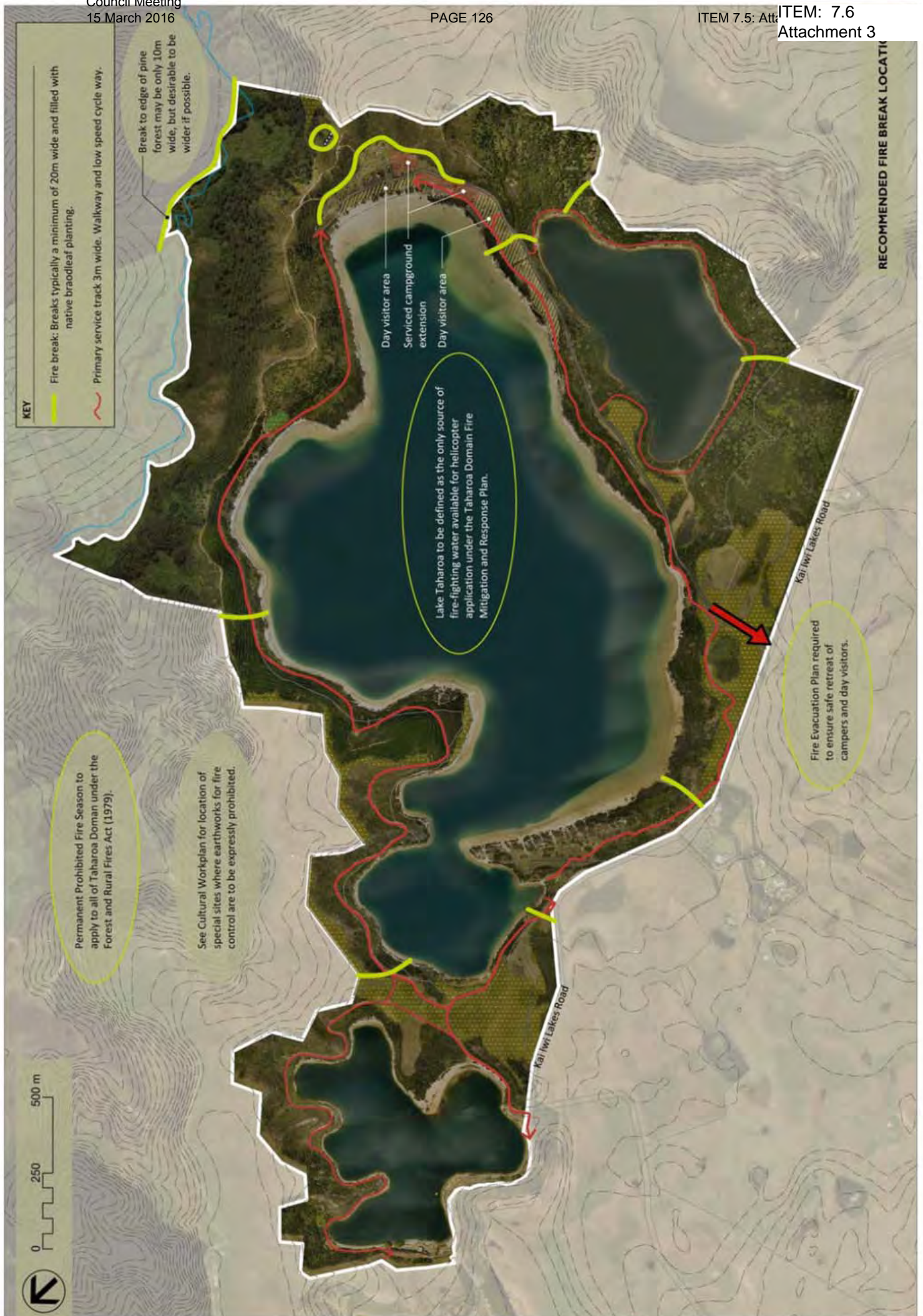
- Research and data collation programme scoped and in place with progress monitored.
- Make available research results to the public via a website and information signage at Taharoa Domain.
- Protection and enhancement of the natural environment and pristine waters will be planned and initiated and updated as more knowledge becomes available. This will involve neighbours.
- A detailed Fire Management Plan is in place for Taharoa Domain.
- Exotic fish releases are reviewed and if deemed detrimental to the ecology and health of native fish, ceased in all lakes by 2018.
- Powerboats will not be allowed from 2018, unless specifically authorised as safety vessels for events, for scientific and research purposes, or for management operations.

















#### AIM 4: RECREATION

**A diverse range of recreational activities which are compatible with the cultural and ecological values of Taharoa, will be available for all visitors.**



#### OBJECTIVES

- To optimise visitors' experiences and enjoyment through the development of recreational opportunities (active and passive) which heighten appreciation of the natural and cultural characteristics of Taharoa without compromising its values.
- To position Taharoa to act as a hub for wider walking and cycling linkages.
- To manage the effects of all visitors on the environment through the appropriate design of the landscape and infrastructure.
- To encourage a wide range of social, cultural and sporting events which are compatible with the Domain's environmental and cultural characteristics, whilst ensuring that these do not result in exclusive use.
- To reduce conflicting water based activities and enhancing the appeal of the domain as a destination for passive and non-motorised recreation activities e.g. rowing, sailing, kayaking, waka ama, cycling, walking, swimming, paddleboarding etc.
- To improve safety within the Domain and on the lakes by having clear rules, guidelines and information that relate to the activities, coupled with active education.



#### PROPOSED ACTIONS

- Completion of a landscape and infrastructure plan to effectively manage visitor needs, with monitoring of its implementation.



- Completion of business case, and consequential development of new visitor facilities including camping.
- Complete a plan for extended and new walking and cycling track networks with monitoring of implementation.
- Actively improve and promote safety education within the domain with appropriate signage at key points along with monitoring of lake users.
- Develop, over time, an annual events programme with event organisers appropriate to the values of the place.
- Close Promenade Point campground by mid-2018.



- Day visitor toilet facilities are provided at key destination points.
- Playgrounds are updated to meet safety requirements and better fit with the Domain's natural character.
- Picnic facilities are upgraded to achieve a better fit with the atmosphere of Taharoa Domain, including amenity planting and provision for shade.
- The entrance to the Domain is reconfigured to improve visitor arrival experience.



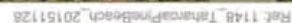
- A business case is completed, and implemented if appropriate, for a Domain Manager's residence and adjacent work yard.
- Powerboats will not be allowed from 2018, unless specifically authorised as safety vessels for events, scientific and research purposes, and for management operations.
- Water craft launching facilities are limited to a single defined point at Lake Taharoa and Lake Waikare.
- Biosecurity checking bay/s are developed and supported by related information at each launching point.















## AIM 5: ECONOMIC DEVELOPMENT

**Kai Iwi Lakes (Taharoa Domain) will be promoted and developed as an educational, scientific and tourist destination.**



### OBJECTIVES

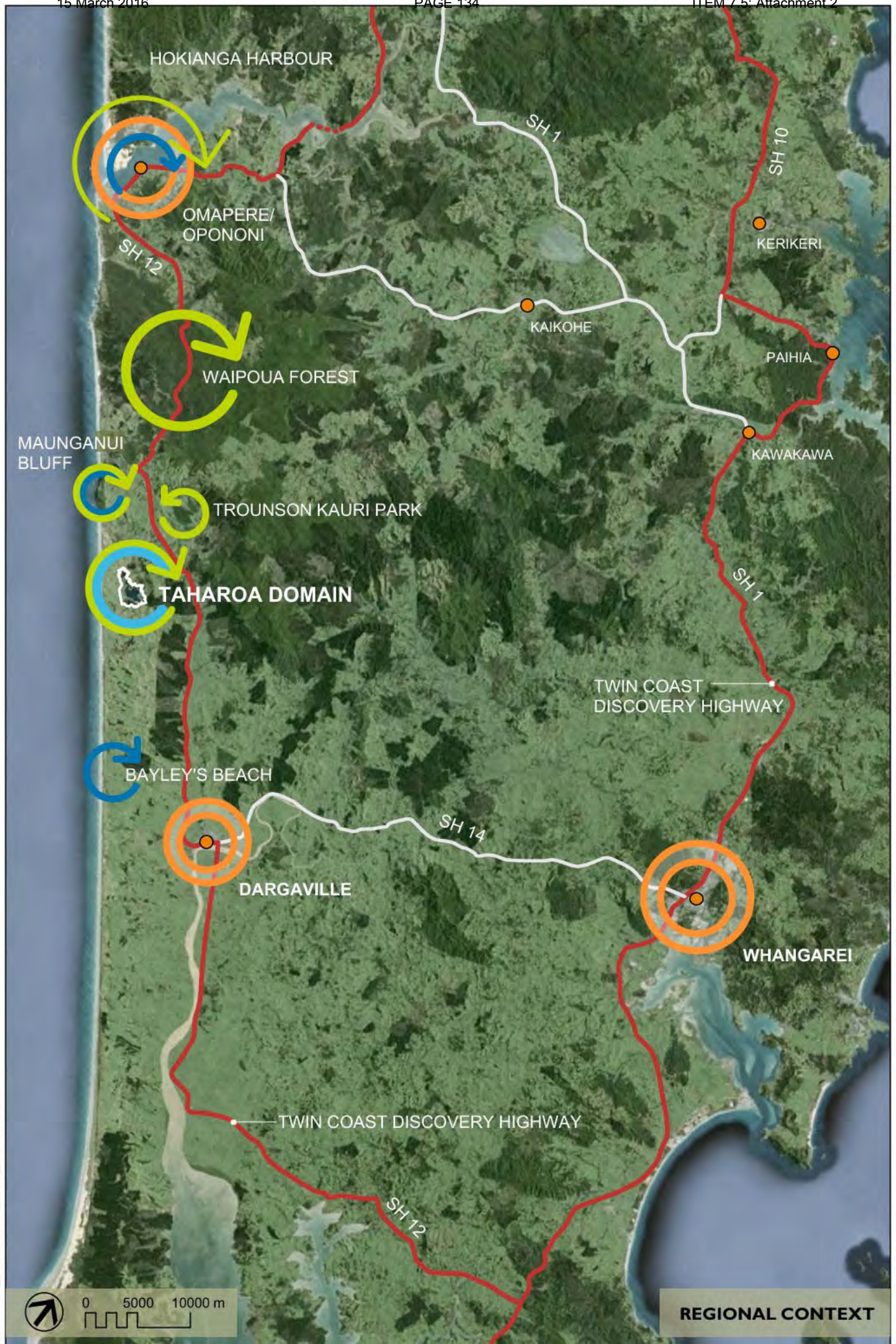
- To promote Kai Iwi Lakes widely as a passive and active recreation visitor attraction.
- To develop Taharoa so that it offers attractions which are used throughout the year.
- To develop services and facilities to attract visitors from education and science sectors.
- To re-establish Taharoa Domain's natural flora and fauna as the centre piece to its economic development and sustainability.

### PROPOSED ACTIONS

- A promotional strategy is completed and implemented to reinforce Taharoa Domain's reputation as a destination, sitting alongside allied local attractions like Waipoua Forest (The Kauri Coast Experience).
- Digital media is being effectively applied to evocatively portray the values of Taharoa Domain.
- An Infrastructure Development Plan is completed to include design and feasibility assessment for new/extended visitor facilities (including accommodation) and recreational opportunities to generate a wider spread of use and revenues throughout the seasons.
- Production forestry practices are discontinued and replaced with a focus upon restoration and re-vegetation of the Domain.













## AIM 6: RESOURCING

The Domain and its promotion will be managed in a way that encourages a spectrum of resources that support its stewardship.



## OBJECTIVES

- To increase revenues from sources other than Council.
- To manage the finances in a business-like manner including an annual business plan and budget.
- To encourage sponsorship and partnerships which contribute resources in cash and/or kind.
- To develop and manage the campground to achieve improved revenue.
- To establish concession arrangements that are assessed for alignment with the Taharoa Domain Reserve Management Plan and related work plans.



## PROPOSED ACTIONS

- A strategy is in place to pursue funding from other agencies and is actively implemented.
- Expected performance (financial and non-financial) is well-documented with performance monitored against targets.
- A comprehensive business plan is established, monitored and adjusted on an annual basis.
- Sponsors, other funding agencies and volunteers are involved in a range of initiatives.
- Camp fees are reviewed and benchmarked against comparable facilities elsewhere in Northland.
- The campground is achieving improved occupancy, including outside of peak season.
- Concession/s are well established and providing an optimal service after paying a respectable fee that is reinvested in the Domain.

## LEGISLATIVE FRAMEWORK

The legislative impetus for preparing a reserve management plan is contained in the Reserves Act 1977. That statute requires that a management plan shall provide for and ensure the use, enjoyment, maintenance, protection and preservation of the reserve, along with providing for development where resources are available. Management plans are expected to be kept under continuous review to adapt to changing circumstances or increased knowledge. In the case of *this* management plan, most of that adaptation is expected to be accommodated amongst the detail of the allied work plans.

Taharoa Domain is classified as a recreation reserve under the Act and it is considered that this status continues to best cater for the widespread recreational use of the reserve whilst also acknowledging the importance of managing and protecting natural and cultural values.



The land-use within Taharoa Domain is defined by the Kaipara District Plan and Northland Regional Council's plans (the Regional Water and Soil Plan for Northland in relation to Taharoa Domain) and policy statement. Those documents contain a number of provisions which influence the management and development of Taharoa Domain, particularly in relation to its status as an outstanding landscape, its natural character, social and cultural values and water quality. Activities like earthworks, vegetation clearance, construction of buildings, and changes within or near water bodies are controlled as a result.

The Conservation Act 1987 details conservation and wildlife management responsibilities. This legislation makes provision for other organisations to manage sports fish and game, and sets requirements for related management plans covering those recreational resources. The Act requires those plans to have regard to matters of sustainability and the effect that the activity may have on other natural resources.





## ADMINISTRATION AND IMPLEMENTATION

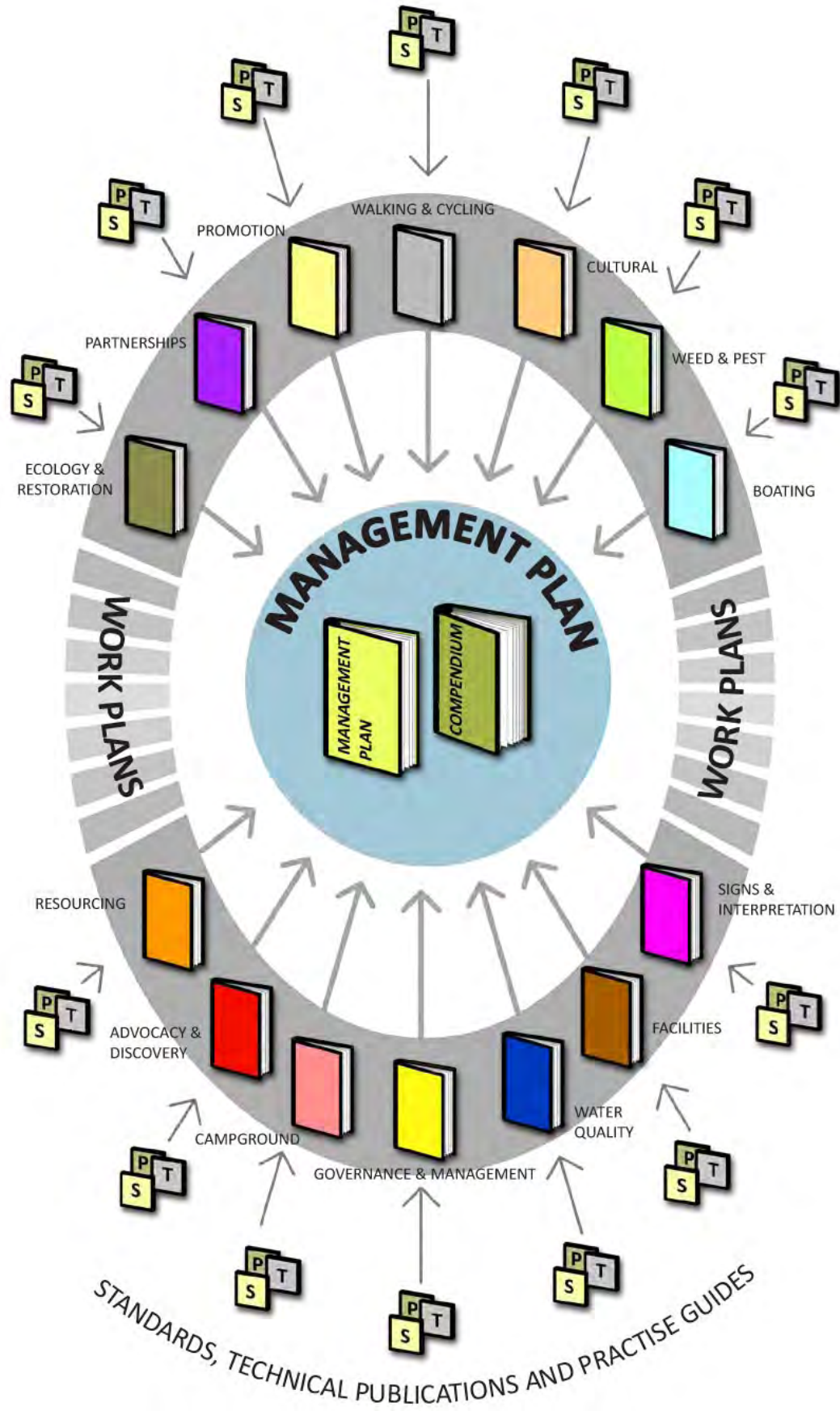
The Reserves Act 1977 anticipates that management plans will be under continuous review in response to improved knowledge or changing circumstances. It is expected that the outcomes contained in this Plan, in particular, will require adjustment over time as tasks are achieved and directions refined. The Aims and Objectives set out are predicted to remain relevant, but may require refinement or supplementing. Actions will change as they are achieved.

Any comprehensive review or significant adjustment to the reserve management plan will require the processes set out in s.41 of the Reserves Act to be followed.

The 14 allied work plans which are listed further below are deliberately configured to be dynamic and evolving. The work plans are similar to what is commonly referred to as “asset management plans” and are outside the formal process defined by the Reserves Act 1977. Their role as both an informing resource and an operational tool enables them to perpetuate beyond the life of this Plan. They provide background and technical information and offer practical guidance upon how the strategic direction of the Plan can be achieved. They also provide the focus and detail to enable a robust Taharoa Domain Business Plan to be developed and facilitate implementation of an Annual Work Programme.







Relationship between RMP and the 14 work plans,



The Kai Iwi Lakes (Taharoa Domain) work plans are as follows:



**Advocacy and Discovery**



**Boating and Water-based Activity**



**Campground**



**Cultural**



**Ecology and Restoration**



**Facilities**



**Governance and Management**



**Partnerships**



**Promotion**



**Resourcing**



**Signs and Interpretation**



**Walking and Cycling**



**Water Quality**



**Weed and Pest**



## **Draft Kai Iwi Lakes (Taharoa Domain) Powerboat Bylaw 2015**

### **1 Title**

This bylaw shall be cited and referred to as the Kai Iwi Lakes (Taharoa Domain) Powerboat Bylaw 2015.

### **2 Area**

The provisions of this bylaw shall have effect on the Lakes within the Taharoa Domain. Namely Lake Taharoa, Lake Kai Iwi and Lake Waikare.

### **3 Objectives**

The objectives of this bylaw are:

- a. To protect the environmental and ecological values of Lake Taharoa, Lake Kai Iwi and Lake Waikare.
- b. To protect the safety of the recreational users of the Lakes on Taharoa Domain.
- c. To enable Kaipara District Council to implement the policies of the Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan.
- d. To enable Kaipara District Council, as the administering body of Taharoa Domain, to meet its requirements under the Reserves Act 1977.

### **4 Commencement**

This bylaw comes into force on 01 January 2018 subject to the approval by the Minister of Conservation pursuant to Section 108 of the Reserves Act 1988, or on such later date as that approval may be obtained.

### **5 Interpretation**

In this bylaw, unless the context otherwise requires:

**“the Act”** means the Reserves Act 1977.

**“the Council”** means the Kaipara District Council.

**“the Lakes”** means Lake Taharoa, Lake Kai Iwi and Lake Waikare.

**“the management plan”** means the Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan.

**“Management Operation”** means an activity considered necessary for the management of the reserve as determined by Kaipara District Council.

**“Officer”** means

- a) any ranger or constable; and
- b) any officer or employee of the Council who is authorised to exercise the powers of an officer under the Act.

**“Powerboat”** means any vessel propelled by machinery, and includes a jet ski.

**“the Reserve”** means Taharoa Domain (a recreation reserve subject to the Reserves Act 1977).

**“Specifically Authorised”** means permission is provided in writing by an Officer of the Kaipara District Council as the administering body of the Reserve.

## **6 Use of powerboats**

From the date this bylaw comes into force no person may operate a powerboat on Lake Taharoa, Lake Kai Iwi or Lake Waikare unless specifically authorised by the Council as safety vessels for events, scientific and research purposes or for management operations.

## **7 Ordering off**

In accordance with the provisions of the Reserves Act 1977 a person committing a breach of clause 6 of this bylaw shall, upon request by an Officer, immediately remove the powerboat from the Reserve and may not re-enter the Reserve with the powerboat.

A person ordered to leave the Reserve as provided for by the clause of this bylaw shall remain liable for the breach of this bylaw.

## **8 Offenders required to give names**

Any person who commits a breach of this bylaw shall, if so requested by an Officer, supply their full name and address.

## **9 Specific authorisation under this bylaw**

Specific authorisation under this bylaw shall be given only for an event, scientific and research purpose or management operation.

Any such Authorisation may be subject to such terms and conditions as the Authorised Officer giving permission thinks fit.

## **10 Offence and Penalty**

Every person who contravenes this bylaw commits an offence and is liable to a penalty in accordance with the Section 104 of the Reserves Act 1977.

*To be added once approved*

*The Bylaw was made by the Kaipara District Council by Special Consultative Procedure and confirmed at a meeting of Council held on the....*

*This Bylaw was approved by the Minister of Conservation on the ... pursuant to Section 108 of the Reserves Act 1977.*

# Kaipara District Council

## Statement of Proposal

Kai Iwi lakes (Taharoa Domain) Powerboat Bylaw 2015



**Statement of Proposal**

Kai Iwi Lakes (Taharoa Domain) Powerboat Bylaw 2015



Prepared By

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Date: 04/12/2015

Reference: 1-13551.00

Status: Final

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**Statement of Proposal**

Kai Iwi Lakes (Taharoa Domain) Powerboat Bylaw 2015



# Statement of Proposal

## 1 Executive summary

Taharoa Domain is a 538 hectare recreation reserve vested in Kaipara District Council. The Domain features three lakes: Lake Taharoa, Lake Kai Iwi and Lake Waikare (the Lakes). The Lakes are a popular destination for a range of recreational activities and also recognised by NIWA for their ecological and water quality values. The recreational use of the Lakes' is growing and anticipated to continue to do so. High intensity recreational activities have the potential to create negative environmental and ecological effects and can also create conflict with passive recreational activities. Kaipara District Council, as the administering body of the reserve, has an obligation under the Reserves Act 1977 to ensure the management of the reserve reflects the protection of the reserve's values.

Kaipara District Council has recently undertaken a review of the Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan (January 2002). The Draft Reserve Management Plan (2015) proposes to ban the use of powerboats on the Lakes of Taharoa Domain by 2018 unless specifically authorised for events, scientific and research purposes, or for management operations. This bylaw has been created to implement this policy and to align the reserve management plan consultation processes following s40 of the *Reserves Act 1977* and the *Local Government Act 2002* Special Consultative Procedure.

## 2 Statutory requirements

### 2.1 Reserves Act 1977

Section 106 of the *Reserves Act 1977* allows the administering body (subject to the approval by the Minister of Conservation) of a Reserve to make bylaws for the provision of:

- a) the management, safety, preservation and use of the reserve or any part thereof and the preservation of the flora and fauna and the scenic, historic, archaeological, biological, geological, or other scientific or natural features therein, and for the preservation of the natural environment;
- b) the exclusion of horses, dogs, or other animals therefrom, and their destruction if intruding therein;
- c) prescribing the conditions on which persons shall have access to or be excluded from any reserve or any part of a reserve, or on which persons may use any facility (including any building) in a reserve, and fixing charges for the admission of persons to any part of a reserve and for the use of any such facility;
- d) regulating the times of admission thereto and exclusion therefrom of persons, horses, dogs, or other animals, and vehicles or boats or aircraft or hovercraft of any description;
- e) the control of all persons, horses, dogs, and other animals, and vehicles or boats or aircraft or hovercraft of any description using or frequenting a reserve;

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- 
- f) prohibiting the bringing into a reserve or the possession or consumption in a reserve of alcohol (within the meaning of s5(1) of the Sale and Supply of Alcohol Act 2012), either generally or on specified occasions or during specified periods;
  - g) prescribing the safety devices to be fitted to any machinery or devices operating in a reserve under the authority of any agreement, lease, or licence, and regulating the operation and maintenance of such machinery or devices;
  - h) prescribing conditions on which persons may be permitted to enter and remain on any wilderness area within a reserve;
  - i) prescribing conditions upon which operators and pilots in command of aircraft and persons in charge of hovercraft may set down or pick up or recover within the reserve any person, livestock, carcass, or article of any description;
  - j) generally regulating the use of a reserve, and providing for the preservation of order therein, the prevention of any nuisance therein, and for the safety of people using the reserve.

Section 107(a) of the *Reserves Act 1977* states that the procedure for making bylaws is in the same manner as that in which the local authority is authorised by law to make bylaws (as outlined below).

**2.2 Local Government Act 2002**

Kaipara District Council is authorised to make bylaws under the Local Government Act (LGA) 2002 under s145-156. S106(b)(vi) of the LGA 2002 states '*a territorial authority may make bylaws for its district for the purposes of managing, regulating against, or protecting from, damage, misuse, or loss or for preventing the use of, the land, structures, or infrastructure associated with reserves, recreation grounds, or other land under the control of the territorial authority.*'

Section 155 of the LGA 2002 requires that a local authority must, before commencing the process for making a bylaw, determine whether a bylaw is the most appropriate way of addressing the perceived problem. If the local authority determines that a bylaw is the most appropriate way of addressing the perceived problem, it must, before making the bylaw, determine whether the proposed bylaw:

- a) *Is the most appropriate form of bylaw; and*
- b) *Gives rise to any implications under the New Zealand Bill of Rights Act 1990.*

Section 156 of the LGA 2002 also requires the Council to follow the special consultative procedure when making a new bylaw.

Section 157 of the LGA 2002 sets out the requirements for public notice of the bylaw once it is made.

Section 158 of the LGA requires a bylaw to be reviewed within 5 years of being made, and pursuant to s159 every 10 years thereafter.

Section 160 of the LGA 2002 sets out the review process.

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Kai Iwi Lakes (Taharoa Domain) Powerboat Bylaw 2015

### 3 Reason for proposal

The principal reason for the proposal is to support the management direction set in the Draft Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan 2015. The Draft Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan sets objectives and actions under both Aim 3: Environment and Aim 4: Recreation, with the relevant action stating that:

*'Powerboats will not be allowed from 2018, unless specifically authorised as safety vessels for events, for scientific and research purposes, and for management operations.'*<sup>1</sup>

This action has been recommended through the drafting of the Reserve Management Plan by the Taharoa Domain Governance Committee. It was not a feature of the 2002 Taharoa Domain Reserve Management Plan as maritime rules were covered by the Northland Regional Council Maritime (Kai Iwi Lakes) Bylaw No.1 2000.

This bylaw previously set a number of maritime rules which included the restriction of small craft speed to 5 knots within 30 metres of another vessel or 100 metres of the shore or of any structure for Lake Taharoa, and Lake Waikare, unless water skiing. If water skiing a restriction of 5 knots within 10 metres of the shore or of any structure applied on these two Lakes.

The Northland Regional Council Maritime (Kai Iwi Lakes) Bylaw No.1 2000 was not reviewed in 2010 therefore it lapsed and the maritime rules for Kai Iwi Lakes (Taharoa Domain) reverted back to Part 91 of the Maritime New Zealand Maritime Rules.

By releasing the Draft Reserve Management Plan 2015 and Draft Kai Iwi Lakes (Taharoa Domain) Powerboat Bylaw for joint consultation, any decisions on public feedback relating to these will be reflected in both documents.

Under s155 of the LGA 2002 the Council must determine if a bylaw is the most appropriate form to address the issues faced by the Council. If it determines that a bylaw is required, it must determine whether it gives rise to any implications under the Bill of Rights Act 1990.

### 4 Current situation

Kaipara has a number of dune lakes running along its coastline. Lakes Kai Iwi, Waikare and Taharoa form part of the Taharoa Domain, a 538 hectare reserve on Kaipara's west coast. Lake Taharoa is the largest of these dune lakes and along with Lakes Waikare and Kai Iwi are ranked as outstanding by NIWA in their Northern Lakes Ecological Status Report 2012.

The lakes support a number of endangered endemic species, providing one of only a few remaining known habitats for a range of biota. They are highly complex and sensitive ecosystems that are particularly vulnerable, with a potential for aggressive exotic species to be accidentally introduced and to then rapidly colonise the lakes. Reducing the risks and the likelihood of damage to water quality and aquatic ecology requires proactive management.

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<sup>1</sup> Refer pages 16 and 20 of the Draft RMP.





## Statement of Proposal

Kai Iwi Lakes (Taharoa Domain) Powerboat Bylaw 2015

In terms of recreation, Lake Waikare has historically been the home for formalised water skiing activities; Lake Taharoa is the focus of camping and the majority of recreational pursuits; and Lake Kai Iwi, being the smallest of the three, has little active recreational use. Popular recreational activities on the lakes include sailing, diving, waka ama, swimming and boating. The high recreational use and significant ecological and water quality values creates a challenge for the sustainable management of the lakes. Growing populations of people, particularly in Auckland, and constant improvements in transportation will continue to add to these pressures.

In 2000 Northland Regional Council set the Northland Regional Council Maritime (Kai Iwi Lakes) Bylaw No.1 2000. This bylaw set a number of maritime rules which included the restriction of small craft speed to 5 knots within 30 metres of another vessel or within 100 metres of the shore or of any structure. The bylaw was not reviewed in 2010 therefore it lapsed, which reverted the maritime rules for Kai Iwi Lakes (Taharoa Domain) back to Part 91 of the Maritime New Zealand Maritime Rules.

Given the growing pressure on the Lakes, the lapsed Northland Regional Council Maritime Bylaw and that the operative Taharoa Domain Reserve Management Plan is over 10 years old, it was considered an opportune time to review the Management Plan and the use of the Lakes.

The Draft Reserve Management Plan 2015 identifies two aims which are relevant to the use of powerboats on the reserve. These are:

- Complete knowledge about Taharoa will enable proper protection and enhancement of its natural environment and pristine waters.
- A diverse range of recreational activities which are compatible with the cultural and ecological values of Taharoa, will be available for all visitors.

The relevant objectives which seek to achieve these aims include:

- To use Taharoa, its lakes and surrounds to sustain vulnerable indigenous species by re-establishing appropriate habitats and conditions.
- To pro-actively manage the Lakes based on scientific research and analysis and on-going monitoring programmes developed with key stakeholder organisations.
- To optimise visitors' experiences and enjoyment through the development of recreational opportunities (active and passive) which heighten appreciation of the natural and cultural characteristics of Taharoa without compromising its values.
- To reduce conflicting water-based activities and enhancing the appeal of the Domain as a destination for passive and non-motorised recreation activities e.g. rowing, sailing, kayaking, waka ama, cycling, walking, swimming, paddleboarding etcetera.

To achieve these aims and objectives the Draft Reserve Management Plan 2015 proposes to ban powerboats from 2018 from the Lakes unless specifically authorised for events, scientific and research purposes or management operations.

**Statement of Proposal**

Kai Iwi Lakes (Taharoa Domain) Powerboat Bylaw 2015

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## **5 Outcomes sought**

The overall direction for the Domain's Lakes, as articulated through the Draft Reserve Management Plan 2015, is one of recognition of the Lakes as a Taonga with intrinsic environmental and ecological values. The bylaw therefore seeks to achieve the following outcomes related to:

### **5.1 Safety**

The growing increase in the Lakes' users, and the diversity of activities taking place on the Lakes, increases the safety risk. Swimmers in particular are vulnerable to being hit by fast-moving motorised vessels, particularly near the shore where visibility may be more difficult.

The banning of powerboats seeks to reduce this risk and ensure the lakes are a safe location for all.

### **5.2 Aquatic and shoreline ecology**

The majority of the Lakes' ecological diversity occurs at the margins. The plants and animals that rely upon these shallow waters and the lower Lake shore can be vulnerable to disturbance from waves generated by high speed boats.

It is also on these sensitive margins that some potential waterborne contaminants are inclined to accumulate and settle.

The ecology of the Lakes' contributes to their quality and ultimately people's enjoyment of these values therefore the banning of powerboats seeks to protect both aquatic and shoreline ecology and protect the use of the Lakes for future generations.

### **5.3 Preventing pest plants and organisms**

There are a number of invasive aquatic plants and organisms that pose a significant threat to the health of the Lakes'. Boats and boat trailers are known to be one of the primary ways that these unwelcome visitors can be introduced.

While banning powerboats does not completely eliminate this risk it will significantly reduce it.

### **5.4 Water Quality**

High speed power boats have the potential to compromise water quality in two ways. The first is through the release of toxic elements via exhaust gases and accidental fuel spills. The second, and potentially far more significant consequence for the lakes of the Domain, lies with the disturbance of bottom sediments by boat wakes and propeller wash. The material found on the floor of the lake contains nitrogen and phosphorus which has accumulated over a very long period. Stirring those sediments places those elements into suspension in the lake waters, bringing the potential for algal growth.

By banning powerboats a proactive approach is taken to protecting the pristine water that makes Taharoa Domain such an attractive destination.

## Statement of Proposal

Kai Iwi Lakes (Taharoa Domain) Powerboat Bylaw 2015

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### 5.5 Shoreline Erosion

The natural structure of the Lakes' shores is a response to wind-generated waves pushing sand to accumulate where the fetch (the distance of open water over which waves can develop) is greatest.

Boat wakes can be significantly larger and more damaging to the Lake shores than naturally occurring waves, particularly in the more sheltered portions of the Lake coast. In addition to the ecological and water quality issues already mentioned wakes create unnatural shore erosion that compromises the integrity and morphology of the Lake's natural shore.

By banning powerboats a reduction in the Lakes' shoreline erosion is anticipated.

### 6 Relevant bylaw determinations

Kaipara District Council has considered the most appropriate way of addressing the negative effects of powerboat use on the Taharoa Domain Lakes. Council has considered the problems, the outcomes sought and the appropriate mechanisms to help deliver the outcomes. The analysis has been undertaken with regard to the following:

- The purpose of the bylaw is to supplement (and not duplicate) the obligations of people under national legislation.
- The bylaw is only one part of the overall approach to address a perceived problem and to ensure strategic alignment of Council's and other agencies' objectives of achieving sustainable management of natural and physical resources.
- A bylaw to address a problem needs to be considered in the context of resources within Council and how enforcement can be achieved in a practical and efficient approach.

Section 77 of the LGA 2002 requires Council to investigate all options that may be useful in achieving the object of its decision.

The options considered by Council are:

- Do nothing/status quo.
- Use monitoring and education to identify any issues and encourage the public to consider the negative impacts of powerboats on the Lakes.
- Regulation through the Reserve Management Plan and Kaipara District Council bylaw.

The analysis in this Statement of Proposal has considered the overall direction for the reserve as displayed in the Draft Management Plan and how this could be achieved through the three options outlined above.

Following that analysis Council considers that:

- A bylaw is the most appropriate way to address the problems relating to environmental and ecological protection as well as safety.



## Statement of Proposal

Kai Iwi Lakes (Taharoa Domain) Powerboat Bylaw 2015

- The bylaw aligns with the proposed aims, objectives and actions of the Draft Reserve Management Plan Kai Iwi Lakes (Taharoa Domain) 2015.
- The bylaw is the most appropriate form of Kaipara District Council bylaw and should be notified for public submission in conjunction with the Draft Reserve Management Plan Kai Iwi Lakes (Taharoa Domain) 2015.
- The bylaw does not give rise to and is not inconsistent with the *Bill of Rights Act 1990*, as the controls are reasonable and justifiable in the circumstances allowed for in Section 5 of the *Bill of Rights Act 1990*.

## 7 Problems and options for achieving outcomes sought

The purpose of the Reserves Act 1977 (s3(1)(b)) is to provide for the preservation and management of areas for the benefit and enjoyment of the public ensuring, as far as possible, the survival of all indigenous species of flora and fauna, both rare and commonplace, in their natural communities and habitats.

Taharoa Domain is a vested as a Recreation Reserve which, under s17 of the *Reserves Act 1977*, is administered for:

- Public access;
- Protection of scenic, historic, archaeological, biological, geological, or other scientific features and indigenous flora or fauna or wildlife;
- Conservation of the qualities which contribute to the pleasantness, harmony, and cohesion of the natural environment; and
- Maintenance of water, and forest conservation values.

The Kaipara District Council, as the administering body, has an obligation to ensure these values are reflected in the management of the Reserve. As detailed in Section 5 of this report, powerboats are creating a conflict with the protection of scenic, biological and geological features and disturbing the pleasantness, harmony and cohesion of the natural environment of Taharoa Domain. The banning of powerboats is also considered necessary to maintain the high water quality values of the Lakes.

While education and monitoring are important aspects to achieve behavioural change, a bylaw allows Council to legally enforce this change using their available resources. Section 106 of the *Reserves Act 1977* allows for the use of bylaws for the management, safety, preservation, and use of the reserve and for the preservation of the scenic, biological, geological or other natural features and for the preservation of the natural environment. This Section of the Act also specifically allows for a bylaw to control all boats of any description using or frequenting the reserve.

Maritime New Zealand Rules Part 91 Navigation Safety requires the speed of vessels to not exceed 5 knots when within 200 metres of the shore. When this is applied to Lake Waikare and Lake Kai Iwi, no parts of



## **Statement of Proposal**

Kai Iwi Lakes (Taharoa Domain) Powerboat Bylaw 2015

these Lakes are further than 200 metres from the shore, therefore 5 knots speed limit applies to the entire Lakes.

Lake Taharoa has an area in the centre of the Lake that is available for speeds greater than 5 knots. However, the Maritime Rules do not exclude powerboats, only controls speed and safety. This proposed bylaw is therefore needed to achieve that outcome.

The bylaw also provides a clear and enforceable solution to the identified problems and ensures the Kaipara District Council is meeting its legislative requirements.

Taking into account the information above it is submitted that the appended draft Kai Iwi Lakes (Taharoa Domain) Powerboats Bylaw 2015 would be the most appropriate, reasonable and practical option of dealing with the issues facing Lake Taharoa, Lake Waikare and Lake Kai Iwi.

## **8 Consultation**

Under s83 of the LGA, Council invites public submissions on the proposal. Written submissions must be received by Council by 4:30pm Tuesday 22 March 2016. All submitters who request a Hearing will be advised of a date and time when they can present their views to Council.

## **9 Draft Kai Iwi Lakes (Taharoa Domain) Powerboat Bylaw 2015**

Section 86 LGA requires a Statement of Proposal to include a copy of the Draft Bylaw. This is attached below.





**ISSUE: Whāngārei Heads Rate Resetting Process**

**ID:** A823403

**To:** Council Meeting, 15 March 2016

**From:** Dave Tams, Corporate Services Manager

**Date:** 14 March 2016

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

Issues were raised by a member of the community in LGOIMA requests in relation to the setting of the Whāngārei Heads Pest Management targeted rate. In response, Council agreed (on 16 February 2016) to undertake the re-setting process for the Whāngārei Heads Pest Management targeted rate. The purpose of this paper is to enable the Council to reset the Whāngārei Heads Pest Management Targeted Rate.

**Legal compliance and significance assessment:**

Legal advice was received from Simpson Grierson on the issues raised in the LGOIMA requests and on the options available to the Council, including rates resetting. Simpson Grierson has reviewed and provided comments on this report. The issues and decision sought from Council have been assessed against Council's Significance and Engagement Policy. It has been assessed that the issues and decision sought do not trigger any specific procedure or threshold pursuant to the Significance and Engagement Policy, and may be conducted in accordance with the standard requirements of sections 76 - 82 of the Local Government Act 2002.

**Recommendation(s):**

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That the Northland Regional Council:

1. Receive the report 'Whāngārei Heads Rate Resetting Process' by Dave Tams, Corporate Services Manager and dated 14 March 2016.
2. Confirm that it has complied with subsections 119(2), (3) and (4) of the Local Government (Rating) Act 2002 as the necessary pre-conditions before it exercises its power to re-set the Whāngārei Heads Pest Management targeted rate.
3. Confirm that, in making the decision to use Whāngārei Heads Pest Management targeted rate to fund the relevant pest management activities, it has had regard to the matters set out in section 100T(2) of the Biosecurity Act 1993 as set out in the public notice published on 23 February 2016 in the Northern Advocate (and included as Appendix 3).

**ITEM: 7.6**

Page 2 of 6

4. Resolve to revoke the following part of the resolution made at the Council meeting on 16 June 2015 in respect of the Rates for the Year 1 July 2015 to 30 June 2016 (being Item 7.2):

**"f. Targeted Whāngārei Heads Pest Management Rate**

*A targeted rate as authorised by the Local Government (Rating) Act 2002. The rate is a fixed amount assessed on each separately used or inhabited part of a rating unit located in and around the Whāngārei Heads area. These rating units are identified in the map below:*



The rate is set as follows:

Whāngārei District (identified in Whāngārei Heads area)

**Including GST**  
\$50 per SUiP"



**ITEM: 7.6**

Page 3 of 6

5. Resolve, under section 119 of the Local Government (Rating) Act 2002, to set a targeted rate for the 2015/16 financial year (commencing on 1 July 2015 and ending on 30 June 2016), as follows:

**"Targeted Whāngārei Heads Pest Management Rate**

*A targeted rate as authorised by the Local Government (Rating) Act 2002. The rate is a fixed amount assessed on each separately used or inhabited part of a rating unit located in and around the Whāngārei Heads area. These rating units are identified in the map below:*



The rate is set as follows:

Whāngārei District (identified in Whāngārei Heads area)

**Including GST**  
\$50 per SUiP"

6. Resolve, for the avoidance of doubt, that the Targeted Whāngārei Heads Pest Management Rate be payable in four instalments due on:

Instalment	Due Date for payment
Instalment 1	20 August 2015
Instalment 2	20 November 2015
Instalment 3	22 February 2016
Instalment 4	20 May 2016

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## Report

- On 18 May 2015 council passed the following resolution in regard to LTP deliberations:  
*"That council supports a new targeted rate of \$50.00 a year per rating unit on properties in Whāngārei Heads, as proposed (Option 1) in the Long Term Plan 2015-2025 Consultation Document."*
- On 16 June 2015 council set the Whāngārei Heads Pest Management Targeted Rate.
- A member of the community, through LGOIMA requests, raised issues with the way the Whāngārei Heads Pest Management Targeted Rate was set.
- Legal advice was sought and received from Simpson Grierson on the issues raised in the LGOIMA requests and the options available to the Council, including rates re-setting.
- On 16 February 2016 council agreed to undertake the rate re-setting process in respect of the Whāngārei Heads Pest Management Targeted Rate.
- Council needs to comply with section 119 of the Local Government (Rating) Act 2002 in order to reset the rate (section 119 is included as Appendix 1 to this Report).
- This includes that Council needs to comply with its standing orders for the revocation and alteration of resolutions (the relevant extract from the Council's Standing Orders are included as Appendix 2 to this Report).
- Section 119(3)(a) requires Council to give 14 days' public notice of its intention to set the rate again. On 23 February 2016 council published a Public Notice in The Northern Advocate advising that the Whāngārei Heads Pest Management Targeted Rate was to be reset (a copy of the public notice as it appeared in the newspaper is included in Appendix 3 to this Report).
- Section 100T of the Biosecurity Act 1993 requires that the Council have regard to the matters set out in section 100T(2) when it decides the extent to which it should fund pest management activities by way of targeted rates. The Council, at its meeting of 16 February 2016, resolved that it had regard to the matters set out in section 100T(2) of the Biosecurity Act 1993 as set out in the public notice published on 23 February 2016 in the Northern Advocate (and included as Appendix 3).
- Section 119(3)(b) then requires the Council to follow its Standing Orders for the revocation and alteration of resolutions in order to re-set the rate.



## APPENDIX 1

Section 119 of the Rating Act provides a procedure to set rates again if the Council determines that it is desirable to set the rate again because of an irregularity in setting the rate.

Section 119 of the Rating Act states:

- 119      *Local authority may set rates again***
- (1)      *A local authority may set a rate again in the financial year in which the rate was set.*
  - (2)      *Subsection (1) applies if—*
    - (a)      *the local authority determines that it is desirable to set the rate again because of—*
      - (i)      *an irregularity in setting the rate; or*
      - (ii)      *a mistake in calculating the rate; or*
      - (iii)      *a relevant change in circumstances; and*
    - (b)      *setting the rate again will not increase the amount of rates assessed to any rating unit.*
  - (3)      *A local authority may set a rate again only if—*
    - (a)      *it has given 14 days' public notice of its intention to set the rate again; and*
    - (b)      *it complies with the local authority's standing orders for the revocation and alteration of resolutions.*
  - (4)      *Notice under subsection (3) must include—*
    - (a)      *the information in relation to the rate that was, or would otherwise have been, required to be included in the local authority's long-term... plan or annual plan; and*
    - (b)      *a statement of the reason why the local authority has determined that it is desirable to set the rate again.*
  - (5)      *If setting the rate again results in a change to the amount of rates to be assessed to any rating unit,—*
    - (a)      *the rates record for the rating unit must be corrected as soon as practicable; and*
    - (b)      *section 41 applies.*

## APPENDIX 2

The relevant Standing Order is as follows:

### **3.9.18 Local authority may revoke or alter any previous resolution**

A local authority meeting may, on a recommendation contained in a report by the chairperson or chief executive, or the report of any committee, revoke or alter all or part of resolutions previously passed at meetings. At least two clear working days' notice of any meeting to consider such a proposal must be given to members, accompanied by details of the proposal to be considered.

In accordance with section 119 of the Local Government (Rating) Act 2002, notice is hereby given of Northland Regional Council's intention to reset a specific rate for the 2015/16 financial year at a council meeting on 15 March 2016.

Revenue and Financing Policy

Activity	Sub-activity	Outcome	Who Benefits?	Who Benefits?
Biosecurity	Biosecurity	Our environment is maintained or improved with an emphasis on encouraging the sustainable access to and use of resources.	The regional community benefits from the containment and where practicable reduction in the distribution and density of pest plants within Northland.	The benefits of these services accrue both in the immediate and long term.

Activity	Sub-activity	Actions or inactions that create need	Funding source	Funding source proportion	Rationale of the Costs and benefits of distinct funding for the activity
Biosecurity	Biosecurity	Need is created by the community who benefit from the active control of animal and plant pests and the protection of our region's unique ecosystems.	<b>Operating expenditure</b> Targeted region-wide/general funds (TRW/GF)  Targeted rates  Fee/Subsidy  <b>Level of capital expenditure required</b> Capital expenditure may be required to provide supporting property plant and equipment to carry out this activity.	<b>Operating expenditure</b> TRW/GF - Full F /S - Residual. T /R residual  <b>Capital expenditure</b> TRW/GF - Full	The provision of biosecurity activities is considered to be largely a public good, with an element of private benefit, where pest control is provided to individuals and/or groups of individuals. The wider community benefits from collective and individual responsibility towards pest management strategies and the contribution towards the environment and the economy through pest reduction and increased and productivity.  At the Whāngārei Heads' community request, council has agreed to establish a targeted rate to funding the ongoing pest management work undertaken in that area. The selected funding sources are deemed to be the most efficient and equitable. The targeted rate established in the Whāngārei Heads area was considered to be a cost effective and transparent way of continuing pest management activities undertaken at the request of the wider community after general funding allocations and associated work were exhausted.

**Funding Impact Statement**  
**Whāngārei Heads pest management rate**  
**What it funds**  
The council will collect the Whāngārei Heads pest management rate to undertake pest management in and around Whāngārei Heads. The funding will be applied to target pests which threaten kiwi and to eradicate selected weeds on private land.  
**How it is set**  
The Whāngārei Heads pest

The specific rate is the targeted Whāngārei Heads pest management rate, which was set on 16 June 2015.  
**Reason for resetting the rate**  
The council considers that it is desirable to reset the specific rate for the

avoidance of doubt and in the interests of certainty. While the council is confident that it complied with section 100T of the Biosecurity Act 1993 when setting the specific rate (which requires that the council take identified matters into consideration when deciding to

fund certain biosecurity activities through rates), it will set the rate again. Doing so will ensure that the council can collect the required revenue from the rate in order to fund the relevant biosecurity activities.

The following sets out the information required under section 119(4) of the Local Government (Rating) Act 2002 for resetting the rate, for the rating year that commenced on 1 July 2015 and ends on 30 June 2016.

management rate (Whāngārei district) is a targeted rate as authorised by the Local Government (Rating) Act 2002. The rate is a fixed amount assessed on each separately used or inhabited part (SUIP) of a rating unit located in and around the Whāngārei Heads area. These rating units are identified on the map shown in this notice.  
**How much is the rate?**  
The estimated total Whāngārei Heads pest management rate (Whāngārei district) is \$103,000 (GST inclusive) for the 2015/16 financial year.

The rate will be set at \$50.00 (GST inclusive) or \$43.48 (GST exclusive) for each separately used or inhabited part (SUIP) of a rating unit located in and around the Whāngārei Heads area, as illustrated in the map shown in this notice.  
**How is the rate applied?**  
The Whāngārei Heads pest management rate will be applied to target pests which threaten kiwi and to eradicate selected weeds on private land in the area identified on the map shown in this notice.

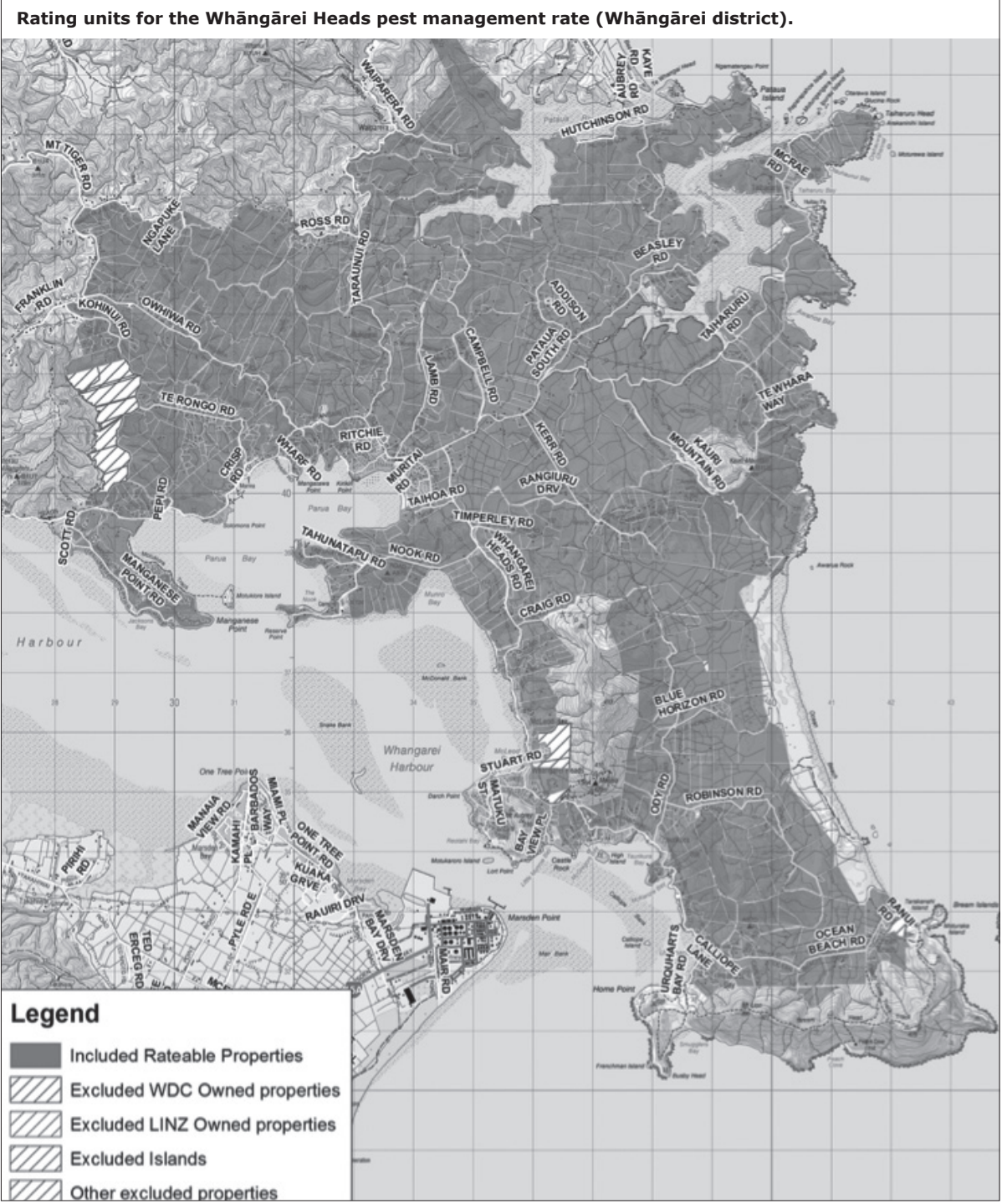
**Section 100T Biosecurity Act analysis**  
**• 100T(2)(a) the extent to which the regional pest management strategies relate to the interests of the occupiers of the properties on which the rate would be levied:**  
The Regional Pest Management Strategies were confirmed during 2010 and identified Whāngārei Heads area as a zone for a proposed large Community Pest Control Plan, so there is a reasonably direct relationship between the strategies and the area rated for the targeted rate. This Community Pest Control Plan was funded by council and is due to expire in 2016.

The targeted rate will sustain the benefits of this plan by providing ongoing funding. A high proportion of submitters submitted in support of the rate, they also attended public meetings and formal hearings and voiced their support as part of the Long Term Plan process.  
Over the course of the previous four years the issue of how to sustain pest control activities at Whāngārei Heads has been at the forefront of residents' minds involved in kiwi protection. It was clear that a significant number of people are involved in pest control and are active in landcare groups, charitable trusts and private work. Staff who work across Northland with community pest control groups recognise Whāngārei Heads as having one the most active pest control communities of any area - a targeted rate is one way of sustaining the effort required to restore kiwi populations and staff were aware of strong community support for this option. This was subsequently evidenced by the high proportion of submitters who submitted in support of the rate and who attended public meetings and formal hearings in support and as part of the Long Term Plan process.

- 100T(2)(b) the extent to which the occupiers of the properties on which the rate would be levied will obtain direct or indirect benefits from the implementation of the plan:**  
Properties across the rateable area were considered to benefit as it was perceived the majority of the community valued kiwi and they would be rewarded by an increase in the numbers of kiwi being seen and heard.
- 100T(2)(c) the collective benefits of the implementation of the plan to the occupiers of the properties on which the rate would be levied compared with the collective costs to them of the rate:**

The occupiers of properties will receive the benefits of higher kiwi numbers and fewer weeds, these include being able to experience seeing kiwi first hand and listening to their calls at night as well as enjoying weed free properties. The collective cost of the rate (which is \$103,000 GST inclusive in the 2015/16 year) is considered to be less than the collective benefit which will accrue from implementing the plan.  
Information concerning the environmental, economic and social impacts of stoats was shared with community leaders and discussed - stoats have been reported as causing orders of magnitude more damage in dollar terms than is being spent on stoat control. In addition information on the social costs of stoats was sought during February and the report below surveyed over 1000 people across New Zealand and found, amongst other observations, that there is widespread support for controlling stoats.

- 100T(2)(d) for the regional pest management plan, the extent to which the characteristics of the properties on which the rate would be levied and the uses to which they are put contribute to the presence or prevalence of the pest or pests covered by it:**  
The targeted rate land area at Whāngārei Heads is characterised by farmland, steep forest and rocky coastline with well used arterial roads which link commuters to the city of Whāngārei. The landforms and road corridors provide a favourable environment for stoats to invade and occupy all available habitat at Whāngārei Heads.  
Stoats are agile, good swimmers and hunt across all landscapes. Based on science advice it was assumed that stoats have access to all land irrespective of tenure and regardless of the characteristics of the properties. It was also assumed kiwi can access land of all tenure and thus benefits were also considered to be spread evenly across all properties.  
The rate resetting process will not increase the amount of rates assessed to any rating unit.  
The rate resetting process does not affect ratepayers' obligations to pay the rates assessed on their rating units. The rates for the 2015/16 year will be assessed and invoiced according to the regime set when the rates were set on 16 June 2015.  
**For any queries please contact**  
**mailroom@nrc.govt.nz.**  
Malcolm Nicolson  
**Chief Executive**







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

**ID:** A823763

**To:** Council Meeting, 15 March 2016

**From:** Jonathan Gibbard, Group Manager Strategy and Governance

**Date:** 4 March 2016

<b>Report Type:</b>	<input type="checkbox"/> Normal operations	<input type="checkbox"/> Information	<input checked="" type="checkbox"/> Decision
<b>Purpose:</b>	<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
<b>Significance Policy:</b>	<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 organisation confirming the nomination of the new non-elected member.

**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 4 March 2016, 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
Catherine Murupaenga-Ikenn	Te Rūnanga o Te Rarawa



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

<b>Name</b>	<b>Group Represented</b>
Rihari Dargaville	Te Rūnanga o Te Rarawa

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**ISSUE: Chairman's Report to Council**

**ID:** A820742

**To:** Council Meeting, 15 March 2016

**From:** Bill Shepherd, Chairman

**Date:** 3 March 2016

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

**Executive summary:**

This report is to receive information from the Chairman (**attached**) on strategic issues, meetings/events attended, and correspondence sent for the month of February 2016.

**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:**

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That the Chairman's report dated 3 March 2016 be received.

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**Strategic issues:**

The recently announced Tai Tokerau Northland Economic Development Action Plan (TTNEAP) has been widely welcomed throughout the region and by central government as a pathway for our region to begin to play its rightful part in the New Zealand economy. As with all plans, putting the plan into action is really the part that matters.

It is no accident that infrastructure and skills head the list of priorities. Without enabling infrastructure and a skilled workforce, the private sector will not be persuaded to invest in the region, and without access to clean and adequate water supplies, good sewage systems, decent healthcare services, and other social infrastructure, people will not want to live and work in our region.

At a recent combined councils' strategic governance meeting in Waitangi, New Zealand Transport Agency (NZTA) officials credited the new wave of collaboration between all of local government in Northland as a significant driver behind getting recognition from central government of the need to redress the significant underinvestment in Northland roads that dates back decades.

NZTA's programme 'Connecting Northland' describes how the 2015–18 Regional Land Transport Plan will deliver \$460 million of total investment, including \$194 million for local roads, \$117 million for state highway maintenance and operations, \$90 million for state highway improvements (and possibly more), \$37 million for local road improvements, \$6 million for public transport services, \$5 million for cycling and walking improvements, and \$5 million for road safety promotion.

In particular, NZTA funding for maintenance and operations of local roads and state highways is up 24% compared with the whole of New Zealand increase of 6%. This significant increase above the national average would not have been possible without the collaboration of all of the councils in Northland!

Air services and potential coastal shipping services will have a significant part to play. The potential for rail is a little less clear. KiwiRail currently loses significant money on the Northland Auckland line which currently carries just 2% of Northland's freight. So the future of rail in the region depends largely on whether or not central government is prepared to keep subsidising the losses.

I welcome the release of the Auckland Council report on future port requirements for the Auckland region, which flags the potential for Northport to play a more significant part in the Upper North Island freight story in the future. If Northport is to provide a viable option for some of the trade currently going through Ports of Auckland, then an enhanced transport link becomes even more essential.

Rising confidence in investing in Northland was amply demonstrated by the recent opening of the BOC carbon dioxide plant at Marsden Point. This plant takes carbon dioxide that would have gone to waste, up the oil refinery chimney stack and cleans and compresses it for industrial use. Admirable recycling of a greenhouse gas.

Still on the theme of collaboration, I was delighted to witness the tremendous amount of goodwill that was expressed at a meeting at the Roma Marae in Ahipara recently. This was the first meeting between the Te Oneroa-a-Tōhē settlement parties, the Far North District Council, and Northland Regional Council representatives that will make up the new 90 Mile Beach Board. If that goodwill is reflected in the work of the new board, then the future of the iconic 90 Mile Beach is in good hands.

**Meetings/events attended:**

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

- Meetings attended with the council's CEO, Malcolm Nicolson:
  - Launch of Tai Tokerau Northland Economic Development Action Plan in Kerikeri.
  - Telephone conference with Karen Mackenzie, Audit Director, Audit New Zealand, on the Audit Management Report and findings/recommendations arising from the 2015 audit; and Mike Brunner, Crowe Horwath, on the indirect tax review. Also attending were Councillor David Sinclair, Chairman of the Finance Committee; Geoff Copstick, Independent Member of the Finance Committee; and staff members Dave Tams, Corporate Services Manager; and Simon Crabb, Finance Manager.
  - Geoff Henley – planning for councillor strategy workshop.
  - Regional Sector Group meeting Wellington.
  - Mayors, Chairs and Chief Executives only briefing, and Northland Mayoral Forum, hosted by Whangarei District Council.
  - Regional Governance Strategic Forum – Workshop 5, Waitangi.
  - Sir John Goulter – hard stand area for the REL sawmill.
  - Local Government New Zealand Zone One meeting – hosted by Northland Regional Council.
  - Warren Moyes, Chairman, and David Wilson, Chief Executive Officer, Northland Inc. – relationship with Far North Holdings.
- Official opening of BOC's CO2 plant at Marsden Point.
- The Tai Tokerau Advisory Group met with Economic Development Minister, Steven Joyce; Primary Industries Minister, Nathan Guy; and Māori Development Minister, Te Ururoa Flavell, in Kerikeri prior to the launch of the Tai Tokerau Northland Economic Action Plan. Following the launch I also attended two information sessions. The first session was with Russell Shaw, Chief Executive Officer, Top Energy, on an opportunity for large scale industrial development in Kaikohe, and the second with Ken Rintoul, Chairman, Northland College Board of Trustees; and Ben Dalton, Senior Regional Official for Northland, on initiatives which will have significant social and economic benefits for Northland.
- John Luisi and Colin Dall, Group Manager Regulatory Services – air quality monitoring being carried out in Kerikeri.
- Mayors and Chairs only workshop hosted by Whangarei District Council.
- Tai Tokerau Northland Economic Action Plan Advisory Group meeting.
- Councillors Joe Carr, Dover Samuels, and Monty Knight; John Vujcich, Far North District Council councillor; and Colin Dall, Group Manager Regulatory Services – Sweetwater aquifer.
- Whangārei Strategic Alliance meeting.
- Te Oneroa-a-Tōhē Beach Board meeting – Roma Marae, Ahipara.
- Catch up meeting with Warren Moyes, Chairman, Northland Inc.

**Correspondence:**

During February 2016 I sent out the following correspondence:

Date	Addressed To	Subject
17.02.16	Zelka Grammer	Request for minutes of Te Tai Tokerau Māori Advisory Committee meeting 11 February 2016 and GE/GMO provisions in Regional Plan
19.02.16	Haami Piripi Te Rarawa Representative to the Te Oneroa-a-Tōhē Beach Board	Acknowledgement of invitation to meet 22 February 2016
22.02.16	Kauri Coast Recreational Society Inc.	Letter of support for funding for the development of sporting facilities at Memorial Park
24.02.16	Jon Lamb, Chairman Hayden Smith, Founding Trustee SEA CLEANERS Charitable Trust	SEA CLEANERS Northland Report 2015
25.02.16	Sheryl Mai Mayor Whangarei District Council	Tai Tokerau Northland Economic Action Plan



**ISSUE: Chief Executive's Report to Council**

**ID:** A820449

**To:** Council Meeting, 15 March 2016

**From:** Malcolm Nicolson, Chief Executive Officer

**Date:** 4 March 2016

<b>Report Type:</b>	<input type="checkbox"/> Normal operations	<input checked="" type="checkbox"/> Information	<input type="checkbox"/> Decision
<b>Purpose:</b>	<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
<b>Significance Policy:</b>	<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:**

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That the Chief Executive Officer's report dated 4 March 2016 be received.

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## **8.2.1 CROSS DISCIPLINARY PROJECTS**

### **Customer Feedback**

Staff received the following feedback from a member of the public regarding the new website:

*.....I think your website is great and much easier to navigate around following your relatively recent revamp, it certainly makes getting data off your site quicker.....*

### **Council Property Update**

#### **Residential**

- 14 Kotuku Street is currently 'under offer'.

### **Shared Services**

The relationship agreement between Northland council Chief Executive Officers (CEO) and the Local Government Commission (LGC) has been approved by all four Northland councils.

The LGC funded study into 'Waters' infrastructure (supply, sewerage and the treatment and disposal of sewage, stormwater drainage, and flood protection and control works) is out for tender.

The LGC is preparing to fund a study into the current underpinning 'ICT' infrastructure of each of the Northland councils with a view to finding options on how they could better align in order to support shared services. This is at early stages with CEO's yet to consider the proposed study in detail.

### **Waioara Northland Water**

<b>Catchment</b>	<b>February topics</b>	<b>March topics</b>	<b>April/May topics</b>
Doubtless Bay	Cultural/heritage sites, lakes, access, recreation, natural character	Ecosystem health, water quantity, estuarine/coastal water quality.	Water quality, nutrient management, sediment and erosion management
Waitangi	Cultural/heritage sites, lakes, access, recreation, natural character	Ecosystem health, water quantity, estuarine/coastal water quality.	Water quality, nutrient management, sediment and erosion management
Whāngārei	Sediment/E.coli modelling results, Hatea catchment and stream survey work	Ecosystem health, water quantity, estuarine/coastal water quality.	Water quality, nutrient management, sediment and erosion management, cultural/heritage sites
Mangere	Natural character, features, habitat	Ecosystem health, water quantity	Water quality, nutrient management, sediment and erosion management
Poutō	Cultural/heritage sites, lakes	Ecosystem health, water quantity	Water quality, nutrient management
Ngunguru	-	Forestry fieldtrip Workshop	-

Priority catchment groups in Doubtless Bay, Waitangi, Whāngārei, Mangere and Poutō held topic based workshops during the reporting period to develop draft objectives and methods for catchment plans.

### **Local Government Official Information (LGOIMA) Requests**

<b>During months February 2016</b>	
Number of LGOIMA requests received	12
Number of LGOIMA requests completed ≤ 20 working days	8
Number of LGOIMA requests not completed ≤ 20 working days	2

Detail on the request not completed within 20 working days:

- REQ.579253: This was a request regarding the Byles culvert. A time extension was requested as it necessitated a search through a large quantity of information and the redacting of names within the information to maintain the privacy of people.
- REQ.579518: This was a request regarding council's decision to cancel a fee waiver agreement. This was not completed within the 20 working days, but an extension of the timeframe for providing the information was sought from and been agreed to by the person requesting the information.

### **8.2.2 RESOURCE MANAGEMENT**

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#### **Proposed Regional Policy Statement**

The only outstanding Regional Policy Statement (RPS) appeal issue remaining to be heard by the courts is Federated Farmers appeal on the RPS including provisions on genetic engineering (GE).

The High Court heard the case for jurisdiction to include genetic engineering provisions in the RPS in Whāngārei on 9 and 10 February 2016. A decision is pending.

If the High Court finds that there is jurisdiction, there will then be an Environment Court hearing on the merits of the RPS managing GE. It is likely that it won't be until late 2016 until this is resolved.

Staff had hoped to be recommending to council at this meeting that the RPS be made operative (except for the matters relating to GE). However we are still awaiting a decision from the Environment Court on a minor matter. We now hope to be putting the recommendation up to the April council meeting.

#### **New Regional Plan**

The Regional Policy Committee (RPC) continues to progress the preparation of the draft new Regional Plan through a series of workshops – 17 of an estimated 21 workshops have been completed. The remaining workshops will focus on water quality management, Māori issues, coastal structures and coastal mapping.

The draft new Regional Plan is scheduled to be released for public feedback on 8 August 2016.

#### **Plan Change 4 (Aquaculture) to the Regional Coastal Plan**

This plan change sets out the way aquaculture will be managed in Northland. It includes policies and rules for managing existing aquaculture and directing how and where new aquaculture is located. The plan change has a long history, which started back in 2001 when the government began its reform of aquaculture legislation.

Council adopted Plan Change 4 at their September 2015 council meeting and the plan change was sent away to the Minister of Conservation for approval, pursuant to clause 18(3) Schedule 1 of the Resource Management Act 1991 (RMA).

Pursuant to clause 19 of Schedule 1 RMA, the Minister of Conservation has now given her approval and the next step is for council to formally declare the Plan Change operative. This is likely to be the subject of an agenda item to the April 2016 council meeting.

### **Other Resource Management Issues**

#### **New Marine Protected Areas Legislation**

The Government has released a discussion document outlining a new approach to marine protection in New Zealand, which if pursued would form a new Marine Protected Areas Act (and would replace the Marine Reserves Act 1971). This matter was the subject of an agenda item to the February meeting of council. At that meeting council resolved that a submission on the Bill be drafted.

Staff are in the process of developing the draft submission which will be authorised under delegated authority prior to being lodged with the Ministry for the Environment.

#### **Resource Legislation Amendment Bill 2015**

The Government has proposed changes to the Resource Management Act 1991 (and other Acts) in Resource Legislation Amendment Bill 2015. There is an opportunity for submissions on the Bill to the Local Government and Environment Select Committee process. Submissions to the select committee close 14 March 2016. This matter was the subject of an Agenda item to the February meeting of council, where council resolved that a submission on the Bill be drafted. Staff are in the process of developing the draft submission which will be authorised under delegated authority and circulated to all councillors prior to being lodged with the select committee.

#### **Next steps for freshwater**

The Government has released a discussion document seeking feedback on proposed changes to the way fresh water is managed. The proposals in this document include:

- Amendments to the National Policy Statement for Freshwater Management to improve direction on:
  - exceptions to national bottom lines for catchments with significant infrastructure
  - using the Macroinvertebrate Community Index as a mandatory monitoring method
  - applying water quality attributes to intermittently closing and opening lakes and lagoons
  - what it means to 'maintain or improve overall water quality'.
- Excluding stock from water bodies through regulation.
- Require more efficient use of fresh water and good management practice.
- Strengthening Te Mana o te Wai as the underpinning platform for community discussions on fresh water, improving iwi/hapū participation in freshwater governance and management, and allowing for increased iwi participation and decision-making on Water Conservation Orders.
- Setting up the 'Next Steps for Freshwater Improvement Fund'.

Staff are currently considering the discussion document and the need for a council submission. Submissions are to be lodged with the Ministry for the Environment by 5.00pm on 22 April 2016.

### **Land use and subdivision applications**

During February 2016, 5 non-notified resource consent applications were received from district councils. Comments were made on one subdivision application regarding coastal hazard risk.

### **Consents**

#### ***Consents in Process***

During February 2016, a total of 53 Decisions were issued. These decisions comprised:

0	Moorings
15	Coastal Permits
2	Air Discharge Permits
14	Land Discharge Permits
3	Water Discharge Permits
15	Land Use Consents
1	Water Permits
3	Bore Consents

The processing timeframes for the February 2016 consents ranged from:

- 266 to 6 calendar days, with the median time being 46 days;
- 141 to 3 working days, with the median time being 20 days.

25 Applications were received in February 2016.

Of the 131 applications in progress at the end of February 2016:

62	were received more than 12 months ago (most awaiting further information);
22	were received between 6 and 12 months ago (most awaiting further information);
47	less than 6 months.

### ***Appointment of Hearing Commissioners***

No commissioners were appointed in February 2016:

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

The current level of notified application processing activities at the end of February 2016 is (by number):

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



## Environmental Monitoring

### ***Compliance and State of the Environment monitoring***

A summary of the results of compliance monitoring for the period 1 – 29 February 2016 is discussed below.

Activity	No. of Assessments	No. Fully Compliant	No. Non-Compliant	No. Significantly Non-Compliant	Not exercised during period
<b>Air Discharges</b>	3	3	0	0	0
<b>Coastal</b>	49	43	4	0	2
<b>Land Use</b>	3	2	1	1	0
<b>Discharges to Land or Water</b>	66	56	7	0	3
<b>Total</b>	121	104 (85.9%)	12 (9.9%)	1 (0.8%)	5 (4.1%)

### ***Air discharges***

A total of 19 air quality related environmental incidents were received, most of which related to burning and smoke nuisance (10) or spraydrift (5).

Continuous ambient air quality monitoring results for the Whangārei, Marsden Point and Kaitāia airsheds showed that all those sites met the air quality National Environmental Standards for the contaminants monitored.

At the beginning of February the continuous PM<sub>10</sub> monitor housed at Kaitāia was relocated to the Kerikeri airshed at a site on Edkins Road, where it will remain for 12 months.

### ***Coastal***

The majority of consents monitored related to coastal discharges (treated municipal sewage, industrial and stormwater) and stream mouth clearance works.

Council's Marine Research Specialist, Richard Griffiths, attended a national working group meeting with the aim of standardising coastal water quality methods and reporting across all regional councils.

A one-off study was undertaken at Mangonui Harbour as part of the Estuary Monitoring Programme. This involved sampling of the biological communities for physical (sediment particle size) and chemical properties (sediment nutrient and metal contaminants) at 17 sites throughout the harbour. This programme assesses the ecological health of our estuaries and its relationship with sediment quality. The results will be reported later this year and will help inform the Doubtless Bay catchment group.



Sampling sites at Mangonui Harbour for sediment analysis

### ***Hazardous Substances***

- 16 hazardous substances incidents were investigated and resolved.
- 15 enquiries regarding contaminated land were received and responded to.
- The collection of hazardous substances continued during the reporting period.
- The MfE Contaminated Land Management Guidelines and the Far North Solid Waste Bylaw are presently under review.

### ***Discharge and Land Use monitoring***

Council staff attended the following meetings during the reporting period:

- Discussion with FNDC staff regarding compliance issues in relation to their wastewater treatment plants.
- A Hikurangi Swamp Working Group meeting hosted by Whāngārei District Council. There were no issues raised which require follow-up action by the Northland Regional Council.
- RMA Northland Forestry Development Group.

### ***Farm dairy effluent (FDE) monitoring***

All FDE routine monitoring was completed during January. Staff are currently working on follow-up visits to significantly non-compliant farms.

### ***Environmental Incidents***

There were no incidents resulting in a significant or moderate environmental impact recorded for the period 1 – 29 February 2016. A graph showing the number and type of environmental incidents received during the reporting period compared with the 10-year mean for that period is provided in the Environmental Monitoring Report.

### ***Enforcement***

#### **Abatement Notices**

There were seven abatement notices issued during February. These were for:

Introduction of fanworm on a vessel	2
Sediment discharge	2
Mangrove clearance	1
Vessel anchoring	1
Stock access to waterway	1

#### **Infringement Notices**

There were five infringement notices issued during February. These were for:

Introduction of fanworm on a vessel	2
Rubbish dumping	2
Discharge of diesel	1

#### **Formal Warning Letters**

There were two formal warnings issued during February. These were both in relation to domestic wastewater discharges.

### **Prosecutions**

#### **Chemical discharge in Ruakākā**

Charging documents have been laid against two companies and one individual in relation to the illegal disposal of chemicals to land in the Ruakākā area. Defendants have arranged for investigative work to be undertaken on the site and council is still waiting on the report for this work. A court date is scheduled for 23 March 2016 for entry of plea by all three defendants.

#### **Cassidy Road wetland**

Sentencing took place on 25 February 2016. The Enforcement Order requiring that the wetland be put under QEII covenant was not proceeded with. Instead, Gavin Otto Neumann was fined \$30,000.

#### **Earthworks and forestry harvesting in Ngāwhā**

Charging documents have been laid against two companies and three individuals for alleged offences which occurred between August and November 2014. The works took place in and adjacent to the Taikawhenua wetlands. A court date is scheduled for 21 March 2016. No pleas have been entered.

#### **Farm dairy effluent (FDE) discharges in Pukehuia**

Five charges against two defendants (one company and one individual) have been filed for FDE discharges which occurred in September 2015. The first court date is scheduled for 14 March 2016.

## **LAND MANAGEMENT**

### ***Kaipara Hill Country Erosion Project***

The four year Ministry for Primary Industries-funded (MPI) (\$660k) project is under way. Two Land Management Advisors have been employed to work on the project. Due to the late start of the contract for the 2015/16 year, negotiations with MPI have established that work programmes can hire consultants to allow NRC to deliver the milestones agreed.

NRC have established a short term contract with Bob Cathcart (AgFirst) to document the history of soil conservation projects from 1964 through to late 80's and cross reference with MPI Kaipara Hill Country Erosion Project target area.

Bob Cathcart will be mentoring the new staff and bringing them up to speed with the soils of the Kaipara catchment hill country, demonstrating what has worked in the past and the future requirements for soil conservation within the scope of the project.

### ***Nursery Update***

Maintenance is continuing, including pruning, mowing and weed control. An assessment will take place in March to decide upon the suitability of the poplars/willows (based on the % of the stock being the right size) for market specifications and a decision made whether to harvest or buy in.

### Environment Fund Update

The current status of the Environment Fund allocation year to date is shown below.

### Environment Fund funding allocation for 2015/16

Delegated Authority	Land/ Biosecurity	NO of Projects	Allocation \$	Budget \$
1 – June 2015	Land	22	114,380.67	
2 – June 2015	Biosecurity	44	138,166.00	
3 – July 2015	Land	42	171,613.60	
4 – August 2015	Land	28	143,593.50	
5 – September 2015	Land	18	98,464.30	
6 – October 2015	Land	21	188,541.03	
7 – October 2015	Land	5	18,893.00	
8 – Wild Cat Traps	Biosecurity		13,000.00	
Funded from Land Management Reserve				13,000.00
Soil Conservation			25,000.00	
Allocation to date			<b>\$911,652.10</b>	
<b>Budget</b>	Land			825,000.00
	Biosecurity			75,000.00
<b>Total Budget</b>				<b>913,000.00</b>
Withdrawal Amount				9,927.00*
Total Budget Amount (inclusive of withdrawals to date)				922,927.00
Allocation to date				911,652.10
<b>Balance Remaining</b>				<b>\$11,274.90</b>

\*Reasons for withdrawals and withdrawal amounts are provided below.

	Amount \$
Two projects were withdrawn due financial reason	9462.00
One project was withdrawn due to time constraints	465.00
<b>Total (withdrawal amount)</b>	<b>9,927.00*</b>



### **Farm Water Quality Improvement Plans (FWQIP) 1 July 2015 to 29 February 2016**

Year to date a total of 88 FWQIP's have been commenced, 67 FWQIP's have been completed, with a further 77 in progress.

<b>Status of FWQIP</b>	<b>Farm Type</b>	<b>Far North</b>	<b>Kaipara</b>	<b>Whāngārei</b>	<b>Total</b>
<b>Plans commenced :</b> 1 July 2015 to 29 February 2016	Dairy	3	2	4	<b>9</b>
	Drystock	23	18	12	<b>53</b>
	Lifestyle	9	3	11	<b>23</b>
	Other	0	3	0	<b>3</b>
		<b>35</b>	<b>26</b>	<b>27</b>	<b>88</b>
<b>Plans completed:</b> 1 July 2015 to 29 February 2016	Dairy	4	4	4	<b>12</b>
	Drystock	12	15	10	<b>37</b>
	Lifestyle	6	1	10	<b>17</b>
	Other	0	1	0	<b>1</b>
		<b>22</b>	<b>21</b>	<b>24</b>	<b>67</b>
<b>Plans still in progress</b>	Dairy	3	8	4	<b>15</b>
	Drystock	25	15	11	<b>51</b>
	Lifestyle	6	2	3	<b>11</b>
	Other	0	2	0	<b>2</b>
		<b>34</b>	<b>25</b>	<b>18</b>	<b>79</b>

### **Hātea Water Quality Project Update**

The initial group (WDC and NRC staff and councillors) has been expanded to include representatives from community groups and the Northland District Health Board. This group went on a field trip to look at issues in the catchment to help plan how to move forward. Ideas so far include targeting landowners to promote environment fund grants for fencing, seeking additional targeted funding to be managed through NRC's environment fund process, possible signage at the Falls and awareness raising via media.

All streams in the upper catchment have been surveyed between December and February for stock exclusion fencing, erosion, fish passage barriers and water takes/discharges. Field verification of riparian fencing requirements has been completed, with the following key results:

- Approximately 30% (29 kms) of the waterways in the catchment are on pasture land.
- Approximately 90% of waterways in pasture land do not have stock exclusion fencing; i.e. approximately 53 kms of fencing is required to exclude stock from both sides of the tributaries of the Falls (including upgrading existing fencing and establishing new fences).
- Indicative costs to complete fencing of these streams (53 kms) is approximately \$318,000 for 3WE fencing @ \$6/m or \$477,000 for post and 5 wire fencing @ \$9/m.

## **ENVIRONMENTAL ASSETS**

### **Seaweed celebrated in Northland**

Seaweed – 27 February - 6 March – is an annual nation-wide series of events dedicated to marine education hosted by NZAEE. Council has helped co-ordinate a region wide response with DOC, CBEC Ecosolutions, Experiencing Marine Reserves, Kiwi North and Fish Forever.

A CoastCare beach day was held at Taipa as part of the week. 150 students and teachers/parents from Taipa Area School, Manganui School, Northtec, and local pre-schools and play-groups met at Taipa Beach reserve to celebrate the work that has been achieved to restore and protect the Taipa Beach area and to learn more about the coastal and marine environment.

### **Biodiversity**

Ten wetlands had wetland condition index monitoring completed and results mailed-out to landowners, with the wetlands showing either a consistent or improved score since the start of the project in 2012. The score for one plot show a marked improvement to reach the maximum score of 20.

Biodiversity staff carried out a biodiversity assessment at Waireia Trust farm and are currently writing up a biodiversity plan which will also assist with an Nga Whenua Rahui application for fencing of bush and wetland sites to protect biodiversity values in these areas.

Biodiversity staff assisted with setting-up quadrats and carrying out vegetation monitoring in the Wairua oxbows for which restoration is planned through the Living Water/DOC programme.

### **Integrated Kaipara Harbour Management Group (IKHMG)**

Flagship site field day held at Whakapirau on 6 February in conjunction with the local residents and ratepayers association family fun day. This was a very successful day. Approximately 100 people attended, IKHMG tent focused on providing information on sustainable management of the harbour.

The NRC display covered the harbour ecological/habitat survey completed by the monitoring team, information on State of Environment monitoring and bathing beach monitoring programmes and results and marine biosecurity. NIWA and University of Auckland/ DOC provided display material on fish stocks, harbour health and great white shark populations. MPI had two of their compliance officers attending and commercial fisherman Peter Yardley had introduced species (mantis shrimp and Asian paddle crabs) on display. Feedback from local residents was extremely positive and IKHMG is considering following a similar format at the Pahi regatta next summer.

The process of employing a new co-ordinator for IKHMG is now almost complete. An offer of employment has been made and is in the process of being finalised. This role has been vacant for the last 14 months with staff from NRC, Auckland Council and Environs carrying out the work previously covered by this role. Filling this role will mean less staff time involved in these tasks and will also allow IKHMG to be more active.

The funding application to the DOC/Living Water programme by Te Uri O Hau, supported by NRC was successful. \$10,000 dollars will be available to assist with restoration efforts around Lake Humuhumu.

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A proposal has been put to Project Crimson for a joint project involving restoration planting on three of the IKHMG flagship farms. This programme is funded by the Tindall Foundation. They have identified the Kaipara catchment as an area they would like to support as they already support projects in the area through Reconnecting Northland. The flagship sites selected for this proposal are all Maori owned farms with erosion prone areas that they would like to retire into native forest.

IKHMG is looking to put a proposal to the MfE Community Environment Fund and three potential projects will be presented at the IKHMG quarterly hui on 9 March for consideration.

**Lake Ngatu**

NRC Staff have been continuing to support NgāiTakato, FNDC and DOC in undertaking an assessment of Lake Ngatu and areas to improve management of the lake. This includes a sanitary survey of the surrounding area and a stocktake of water take infrastructure. NgāiTakato Iwi are at present affixing chains to bollards that were installed to prevent vehicle access to the lake shore. Iwi will next be contacting council staff for assistance in developing appropriate signage for the lake.

A World Wetlands Day event involving four local schools is being held at the lake in early March.

**BIOSECURITY**

**Pest fish**

Staff have been working with the Waipu golf club to evaluate the presence of koi carp in one of the ponds and although netting resulted in several wild goldfish being removed no koi were caught. Koi are a particularly wary pest fish and difficult to capture and a further survey of the pond will be conducted using sonar to try and confirm their presence. The club management and grounds staff have been closely involved in the incident and are in the process of erecting signage aimed at deterring any illegal release of pest fish into the ponds.

A recent survey in the Waitangi River discovered a population of the pest fish tench, with the largest caught measuring over 55 centimetres. Removing a population such as this is very difficult and preventing their transfer to other catchments should be a priority.

**Weeds**

Bat wing passionfruit survey in Kamo has discovered further seedlings and regular three monthly visits to all active sites is needed to ensure effective control and knock down. A student continuing with part time work will be assisting with this for the autumn visits.

### **Innovative idea – Native Aquarium**

The native aquarium is now installed at reception with lots of interest from NRC visitors and staff alike.



### **Spartina**

The Spartina eradication program is progressing well with the amount of spartina found during the annual site inspection and control program being significantly less than found in previous years. Most sites are now either clear or only have the occasional live stem. This program will need to be continued at a decreasing level for approximately another 10 years until all sites have been clear of live spartina. Most sites cleared of spartina are now dense mangroves or native rushes.

### **Kauri Dieback**

Recent Kauri dieback results from soil samples have shown new disease trees at Whāngārei Heads, Kaihu, and Herekino. Biosecurity staff are working with Whāngārei District Council (WDC), iwi and members of the local communities to develop a management plan for the Whāngārei Heads site aimed at reducing risk of disease spread and the other sites on crown land are being risk assessed by DOC.

### **Pest Plant Secure Facility**

MPI requires a permit from people or organisations wanting to keep and display pest plants identified by them as unwanted organisms. As part of the conditions of this permit a secure facility is required. This has now been completed and is located near the bike racks at the back door of the NRC Water Street building.



### **Events**

The Paparoa field day this year was as busy and as successful as the past two years and there were several enquiries from landowners with lifestyle or holiday properties in the upper Kaipara area.

### **Vessel Surveillance**

Divers have surveyed another 250 vessels during February in Houhora, Mangonui and the Inner Bay of Islands. Four vessels had *Undaria* (Japanese Kelp) on their hulls, two had *styela* and one vessel was found with fanworm in Russell (28-02-16).

The owner of this vessel is being sought and an inspection notice informing the owner not to move the vessel has been placed on it by the contractors. The vessels with other marine pests present will be issued warning letters and encouraged to haul out and clean. Areas around long stay vessels that had fanworm populations on their hulls were also checked by commercial divers this month. McLeods Bay and Matauwhi Bay are so far free of fanworm. The Matauwhi Bay checks will continue this week.

During Waitangi celebrations three RNZ Navy vessels visited the Bay of Islands for 3-4 days. After being notified by Bay of Islands marina of the presence on their commercial wharf of two of the RNZ Navy vessels ( HMNZS Wellington and Hawea) Biosecurity staff requested the inspection/cleaning history of these vessels and found that they were adequate. However staff were later informed that the HMNZS Canterbury had also been in the bay during that period but not come alongside the Wharf. Biosecurity officers requested the last inspection details of that vessel and received a letter informing NRC that a significant number of fanworm had been found during a recent inspection and were probably present during the time in the Bay of



Islands. NRC biosecurity staff are following up with a suitable course of action with NRC management.

### **Parua Bay- Fanworm**

Only one vessel that was under a notice of direction in Parua Bay has yet to confirm their haul out. A public meeting was requested by councillors to inform the local vessel owners of the situation at Parua Bay and this has been confirmed for 7 April at McLeods Bay Hall between 7-9pm. Commercial divers have also confirmed the presence of fanworm on horse mussels just outside the entrance to Parua Bay and fanworm is predicted to spread to other bays within Whāngārei harbour.

### **Tau Fly**

On 22 January, MPI initiated a biosecurity response following the discovery of a Tau fly in a surveillance trap in Manurewa, South Auckland. Tau fly is most commonly found in tropical Asian climates where it can be a pest of horticultural crops, including pumpkins, melons, cucumbers, capsicum, zucchini, eggplant, beans, papaya, mangoes and passionfruit.

In order to fill key positions in the Response, MPI requested assistance from members of the National Biosecurity Capability Network, of which Northland Regional Council is a member. Following this request a Northland Regional Council Biosecurity officer was rostered on in the role of 'Movement Control Manager' from 28 January to 1 February. This is a position which oversees all things associated with the movement of 'risk material'; this includes signage, movement of waste (both commercial and residential) and the transport of fruit and vegetables to and from stores.

Northland Regional Council biosecurity staff have performed this role during both of the 2014 Queensland fruit fly responses in Whāngārei and the Auckland based Queensland fruit fly response of 2015. Having staff attend the Tau fly response increased the experience of the Northland Regional Council Biosecurity team, improving our ability to contribute to future responses, both local and national.

## **8.2.3 RIVER MANAGEMENT**

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### **RIVERS**

#### **Whāngārei - Kotuku Dam**

Local iwi have requested an opening ceremony for Saturday 9 April. NRC Communications Department will be taking the lead for organising the opening with help from the Rivers Team. The opening ceremony will comprise of an iwi blessing followed by a civic ceremony.

Whāngārei annual maintenance work is continuing with various locations for tree and weed removal as well as a slip repair on the Raumanga Stream near Northtec. This work will get underway shortly with joint funding from WDC.

#### **Awanui**

Work is underway for the modification of the Whangātane Spillway weir. Construction started 9 February. The contractor has made good progress and is 80% completed with final grading and regrassing remaining to complete. However, because of the nature of this work, there is a potential risk of the spillway activating during construction. This happened during the 1 - 2 March rain event that produced a flow of approximately 70 cms in the spillway as seen in the below photo. The priority will be to get grass established as soon as practical.



The annual scheme maintenance is approximately 80% complete with work progressing between the SH 1 Bridge and Waihoe Channel outfall and will then move to the grade control work scheduled for Bells Hill.

#### **Kaeo-Whangaroa**

Tree removal just upstream of the Wainui Road Bridge in Te Ngaere Bay has been scheduled as well as a gravel extraction access road to encourage locals to take dry gravel along Dip Road in Kaeo. Also minor top-soiling to the Kaeo spillway has been completed as routine maintenance.

It is unlikely that the remaining funds (approximately \$80,000) from the Kaeo vulnerable property fund will be utilized as no suitable projects meet the criteria. The fund expires in November 2016.

#### **Kerikeri-Waipapa**

The Environment Court mediation was held on 24 February. The outcome of the mediation was that the landowner agreed to obtain and share with Council a valuation for the property to reflect the proposed flood mitigation scheme. The timeframe given by the landowner lawyer was six weeks to provide a valuation. However, it should be noted that staff have been asking for this valuation since July 2014. The mediation is likely to reconvene in mid to late April.

#### **Kawakawa – Taumarere**

The Environmental Management Committee approved the establishment of the Taumarere Flood Liaison Committee at the 29 February meeting. The inaugural meeting of the liaison committee is being scheduled for the second week in April.

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Staff have received approval from Kiwi Rail to regrade parts of the timber yard that will facilitate overland flow to re-enter the river instead of continuing across the flood plain towards Otiria.

**Kaihu**

Long reach digger work is completed for the river maintenance portion of the contract, only rice grass spraying and rock armouring works remain. The tree removal work has also been completed.

**Minor Rivers Works**

The table of minor river works for 2015/16 is shown below.

<b>River</b>	<b>Description of Minor River Work Programmed for Current Season</b>	<b>Status</b>
<b>AWANUI</b>	Awanui - Bells Hill Drain installation + Drain Cleaning	Completed
	Awanui - Bells Hill Modelling revision and management option report	Completed
<b>WAITANGI</b>	Waitangi - Lilly Pond Large Pines, Puriri	Feb-March
<b>WAIARUHE</b>	Waitangi –Bank protection planting on Waiaruhe River Bank u/s SH 10 Bridge	Completed
	Waiaruhe - Tree Removal adjacent to Puketona junction near Top Energy depot	Completed
<b>WAIOMIO</b>	Waiomio - Willows/Debris Removal	Completed
<b>OTIRIA/ MOEREW</b>	Otiria/Moerewa - Willow removal upstream Pokapu Bridge - mulch/prune sides of high level by- pass spillway	Completed
	Otiria/Moerewa - Bund and vegetation removal (KiwiRail and Forest Loaders)	Mid –Feb Coordinating with Kiwi Rail
<b>OHURI</b>	Ohuri - Machine clean weeds 300 meters downstream of Duddy's Road to reduce road flooding	Completed
<b>MANGANUIOWAE</b>	Manganuiowae - Slip Control Work (Gravel Management) at Broadwood A&P Society	March
<b>MANGATO</b> <b>&amp; KAIKOHE</b>	Mangatoa - Timber Extraction along SH 12 breaching roadside stopbanks	Completed
	Kaikohe - Willow Blockage Removal at 42 Guy Road.	
<b>WAIMA</b>	Waima - Open Left Span of SH Bridge	Negotiating access with landowner
<b>OMANAIA STREAM</b>	Omanaia Vegetation Removal	Completed
<b>AWAPOKANUI</b>	Awapokanui - Weed Spraying	Completed
<b>NGUNGURU</b>	Ngunguru - Willows/Debris Removal	Completed
<b>OTAICA</b>	Otaika - Willows/Sediment Removal	Completed

## **Natural Hazards – Flood Mapping**

### *Kaihu Flood Maps*

Flood model extension and re-calibration has been largely completed, with deliverables expected in March. The model extension incorporates new 2015 LIDAR and will expand the model across the whole Dargaville CBD and into the Awakino flood plain.

### *New Flood Model Project*

The following modelling work is currently being scoped for start-up this financial year, and completion in 2017.

- New Waipu catchment model build;
- New Paparoa catchment model build; and
- Whāngārei model updates to incorporate the new Rust Avenue bridge, the new Limeburner's stormwater channel, and the fully completed Kotuku dam. Several model extensions are planned into areas not yet mapped. Whāngārei flood maps on the website will then be updated.

## **Natural Hazards – Regional LIDAR Project**

Funding is still being sought for this project. Subject to draft Annual Plan outcomes, 75% of the funding required to undertake the project has been secured from Regional Council, District Councils, and LINZ.

## **Natural Hazards – Coastal Hazard Assessments**

Final review of the coastal flood hazard inundation levels has been completed by staff and Tonkin & Taylor are now progressing the final draft mapping. The deliverables are expected in March 2016. It is proposed to release the mapping outputs as draft in May - June 2016, and invite comment from affected property owners.

A workshop with Councillors has been scheduled for 22 March. Dr Rob Bell of NIWA, Dr Tom Shand of Tonkin & Taylor, and Professor Paul Kench of the University of Auckland have accepted invitations to brief Councillors on sea level rise projections, and the new Northland Coastal Hazard Assessments.

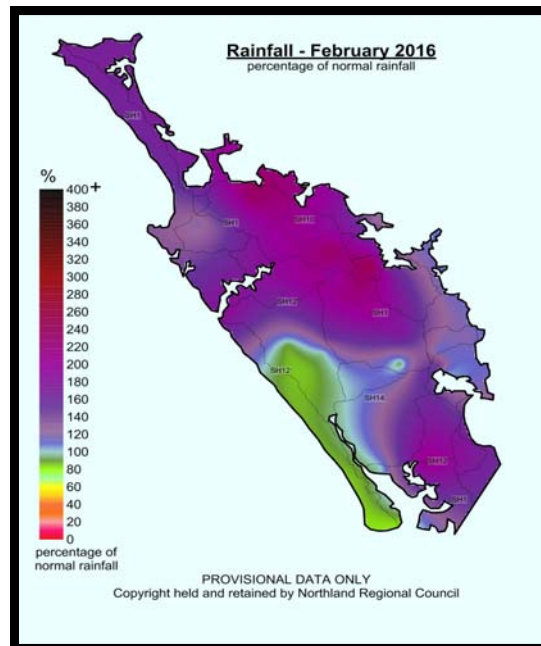
The new coastal hazard assessments will be presented to the EMC on 26 April 2016 with a recommendation to release the mapping as draft.

## **HYDROLOGY**

### **Rainfall, Groundwater and River Flows**

- Rainfall for February was well above average for most of the Region due to frequent thunderstorm activity and the February 18 rainfall event. Slightly below average rainfall was recorded in the South West, in the Kaihu catchment, Dargaville and Pouto peninsular.
- River flows across Northland were generally average to above average with the highest flows in the North East.
- Groundwater levels continued to show typical summer decrease at all monitoring sites in Northland in early February, but have shown a steady rise following the February 18 rainfall event. Most Northland groundwater levels are still below average. The exceptions are Taipa, Monument Hill and Russell groundwater levels which are at, or slightly above, average.

### Rainfall Map February 2016



#### Climate Outlook:

El Nino remain strong with the Southern Oscillation Index (SOI) currently at -2.0. February followed the anomalies seen through January with North to North Easterly airflow, resulting in a tie with 1998 as the warmest February for land temperature on record.

Global models are currently predicting by Autumn 2016:

- 56% chance El Nino to move into a neutral phase
- 15% chance El Nino remains
- 49% chance of moving into La Nina phase



### **NIWA Outlook: March - May 2016**

#### **Regional predictions for the March - May 2016 season**

##### **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 above average (55% chance).
- Rainfall totals are most likely to be in the normal range (45% chance).
- Soil moisture levels and river flows are about equally likely to be below normal (40% chance) or near normal (35-40% chance).

The full probability breakdown is:

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

##### **Work Programme:**

- A new Webcam has been installed at the Whangatane Spillway and can be viewed on the NRC website where it is listed as the Awanui Webcam.
- Groundwater Nitrate sampling was carried out in Maungakaramaea, Whatatiri, and Mangawhai. Results show that Nitrate concentrations are all below the drinking water guideline value of 11.3 mg/L N.
- Flood monitoring was required for the numerous thunderstorm systems during February, some events leading to minor flooding across SH10 at Kaeo.
- Staff have been working through the data to enable field staff to utilise the IRIS go live facility as well as preparing IRIS to link up with the new Water Use Record system.

## 8.2.4 ECONOMIC DEVELOPMENT

### Tai Tokerau Northland Economic Action Plan

Staff met with officials from Land Information New Zealand, Ministry for Business, Innovation and Employment, and the New Zealand Treasury to discuss the process required for obtaining central government funding for the Northland LIDAR capture project listed on the Action Plan. A project plan will be developed over the next two months.

### Investment and Growth Reserve

The following table records work done in December and January 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 February	Future developments/reporting
Northland Strategic Water Infrastructure Study	Discussed report and next steps with NRC staff and MPI officials in preparation for council workshop.	Report was discussed at council workshop on 1 March and recommendations on next steps will be presented to a future council meeting.
Resource Enterprise Limited (REL)	Chair and CEO have discussed the lack of hard space issue with the Chairman of MMHL who undertook to investigate the matter.	Annual financial reporting from REL due to be received by 30 June as per loan conditions.
Twin Coast Discovery Revitalisation		Next report for the six months ended February 2016 due in April 2016.
Twin Coast Cycle Trail	Worked with FNDC officials to clarify conditions associated with funding, obtain additional material and discuss reporting requirements.	Prepare memo for CEO.
Regional Promotion	Reviewed first six month report received on 23 February – see separate agenda item.	Second report for the six months ended June 2016 due in August.
Kawakawa Hundertwasser		FNDC commitment to project to be determined through Annual Plan process.

## **8.2.5 HAZARD MANAGEMENT**

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### **Civil Defence Emergency Management**

#### **Meetings**

The Northland CDEM Group and Coordinating Executive Group held their quarterly meetings on 1 March 2016. The Director of MCDEM attended the CDEM meeting and provided an overview of MCDEM activities and later met with the CEG Chair, Tony Phipps and the CDEM Manager, Graeme MacDonald. A presentation was also made by MCDEM representative to introduce the development of a new National Resilience Strategy which will replace the existing CDEM Strategy.

#### **Weather Warning SOP**

The Severe Weather Warning Standard Operating procedure has been reviewed and changes made to the thresholds when information is sent out by email, text or posted on Facebook. Higher thresholds have been agreed that will see Severe Weather Watches no longer being automatically distributed through email, text and social media.

#### **Staffing and resourcing**

A dedicated facility on the 2<sup>nd</sup> level has been established to facilitate operational response. The area is strategically located next to CDEM existing working areas and offices, and also adjacent to larger meeting rooms. The facility will be used for operational response, including the monitoring of severe weather events.

A Communications Officer has been employed, .6 FTE to undertake specialist tasks and to deliver the outcomes outlined in the 2015/16 Resilience Fund Projects. The role is also closely aligned to a number of the projects identified in the work programme for the year. This role is funded by a grant from the Ministry of Civil Defence, as part of the the CDEM Resilience Collaborative fund.

#### **Meetings, Working Parties and engagement**

A number of Northland staff are engaged or appointed to various National working groups or attend national level meetings. The following table refers.

<b>Meeting or Working Party</b>	<b>Attendees</b>	<b>Date</b>
Meeting with MCDEM Officials – Appointment of REMA for Northland	Tony Phipps, Graeme MacDonald	15 January
Civil Defence Officers meeting (Northland CDEM Group)	Civil Defence Officers in region and MCDEM REMA.	29 January
Recovery Managers Workshop for upper North Island (coordinated by Northland CDEM Group in Auckland)	Recovery Managers	11 February
Exercise Tangaroa National Exercise Writers Workshop	Shona Morgan	23 February
National Tsunami Working Group (MCDEM Wellington)	Graeme MacDonald	26 February
National Exercise Tangaroa Steering Group Meeting (MCDEM Wellington)	Graeme MacDonald	3 March

### **Exercise Tangaroa**

Exercise Tangaroa 2016 is based on a regional source tsunami that impacts the New Zealand coastline and builds on Exercise Tangaroa 2010. The Northland CDEM Group participated in the 2010 exercise and used it to test regional and local initial warning and response arrangements. Exercise Tangaroa 2016 aims to test New Zealand's arrangements for preparing for, responding to, and recovering from a national tsunami impact. The Northland CDEM Group and partner agencies will be participating in the three separate phases, over three days in August and September. A planning group has been established to develop the exercise for the region.

### **Work Programmes**

The Northland CDEM Group work programme, including a detailed outline of work for the Welfare Coordination Group has been developed and approved by the CDEM Group. The work programme has been developed taking into consideration the MCDEM Monitoring and Evaluation report opportunities for improvement, the Northland CDEM Group Plan and priority actions related to Exercise Tangaroa.

Exercise Tangaroa priority actions were developed during a CEG workshop held in February.

Some of the activities have been commenced; progress will be closely monitored with a view to ensuring continuity of existing projects and delivery of the priority new work. Where, and when necessary priority actions will be reviewed to ensure that those actions required for Exercise Tangaroa are delivered.

### **Alerting Technology**

The Northland CDEM Group – along with other regions – has to date used service provider OPTN Ltd to send text alerts civil defence emergency information to subscribers as required.

The number of Northlanders currently subscribed to this service is just under 5000. Feedback from stakeholders has cast doubt on the proportion of subscribers who are receiving alerts, and the provider has not been able to supply accurate information on delivery levels. Auckland moved away from this platform about a year ago.

The CDEM Group has reviewed the recently introduced Red Cross app. The app has been development internationally by Red Cross, in part to consolidate a proliferation of individual platforms which were being created around the world.

The app has been extensively tested by the Wellington CDEM Group. At least 12 of the 16 regions are engaged with Red Cross evaluating the possible use of the app.

An agreement has been reached to move to the Red Cross app as an alerting platform form for Northland.

## **8.2.6 TRANSPORT**

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### **National Intergrated Ticketing System**

There has been little progress on the proposed national integrated ticketing system. During the month of February 2016, the nine member regional councils Consortium, Auckland Transport (AT), Greater Wellington Regional Council (GWRC), Environment Canterbury (ECan)) and the NZ Transport Agency (NZTA) have held several meetings in an effort to resolve the impasse on the best way forward for a national ticketing system.

NZTA have agreed to halt their present process pending a more detailed investigation into the problem areas that have been raised by a majority of the regional councils and the potential ramifications of these problems.

### **SuperGold card Proposed New Funding Scheme**

The Minister of Transport has agreed to place this matter on hold pending further consultation with regional councils in regard to national funding assistance being made available to cover for new or additional services becoming eligible for SuperGold Card funding.

Local Government New Zealand (LGNZ) has requested that regional councils do not put forward separate submissions on this matter. LGNZ will compile one submission on behalf of all councils thereby ensuring that a consistent message.

As indicated in earlier monthly reports, the proposed funding method allows NRC to retain existing funding levels but does not allow for new services. This matter is being raised with NZTA.

### **Upgrade 10 Northland One Way Bridges in Northland**

At the Regional Transport Committee (RTC) meeting held on 3 February 2016, a report titled "Proposed Upgrade of 10 Northland One-Lane Bridges – Progress Report". This report served to update the RTC on the progress made in regards to the electoral promises made to upgrade 10 one-lane bridges in Northland.

The RTC approved that a letter be forwarded to the Minister of Transport querying if he was comfortable with the limited progress made on the upgrade of the bridges.

### **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
<b>January 2016</b>	1150	\$9,853	\$16,666	-\$6,813	\$91,636	\$116,662	-\$25,026

#### **Total Mobility Survey**

Staff are in the process of undertaking a Total Mobility Scheme client survey. The objective of the survey is to collect data from the individual clients in an effort to ascertain why there has been a reduction in the use of the Scheme. In addition, the survey will request feedback on agency and service provider efficiency.



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The draft survey form is presently being forwarded to Total Mobility Working Group for their comment and input prior to release.

In an effort to make the survey as easy as possible for the client, three alternatives as to how they wish to participate will be offered. These are:-

- Completing a survey form and returning this through a pre-paid self-addressed envelope;
- Coming into the council to participate in a focus group meeting; or
- By phoning the council direct through the 0800 number.

**City Link Whāngārei –**

**Passenger statistics for February will be available on Monday morning**

	Actual	Budget	Variance	2014/2015 Actual
<b>February 2016</b>				
Passenger numbers	\$25,642	\$26,803	-\$1,161	\$25,830
Farebox revenue (GST exc)	\$51,735	\$57,156	-\$5,421	\$52,515

The current CityLink Whāngārei contract has been extended for a further 12 months and will not expire on 30 June 2017. Work has recommenced on the full re-tender process and review of service specifications, routes and fare schedules.

The national Regional Transport Officers (RTO's) have instigated a national review of contracted bus service boardings amidst concerns around declining patronage trends being experienced nationally. This is being funded by ECAN and ORC. The report will attempt to identify reasons for the national passenger decline and some potential solutions which could be considered. According to ECAN, anecdotal evidence collected would indicate the single biggest contributor to be the low petrol prices. Further information will be provided as it becomes available, with a draft completion date being early April 2016.

**SuperGold Card Scheme –**

SuperGold Card Passengers carried	Actual	Budget	Variance	2014/2015 Actual
February 2016	4,667	5,183	-516	4,928

**Mid North Bus Service Trial**

Expressions of interest advertisements have been published in six Northland publications, and letters have been sent to all registered operators regarding the proposed Mid North Bus Service Trial. The receipt of expressions of interest closes on 11 March 2016, with four received to date, and it is hoped to hold consultation workshops in late March, with a view to seeking ideas as to how the service might provide the best coverage and meet the needs of the area in a cost effective manner.

### **Road Safety update**

#### **National Road Toll - 2016**

The road toll for 2016 is 67 deaths involving 56 fatal crashes. In comparison, for 2014 there were 56 road deaths from 50 fatal crashes and for 2014 there were 43 road deaths.

#### **Northland Road Toll – 2016 Year to Date:**

The Northland road toll presently stands at seven as at 3 March 2016.

This figure is made up of :-

- Far North = 1;
- Whāngārei = 3; and
- Kaipara = 3

For the same period in 2015 the road toll stood at six.

### **Navigation, Safety and Maritime Operations**

#### **Oil Spill Preparedness and Response**

Two maritime officers attended the reload of the oil rig Ensco-107 in the Marlborough Sounds prior to its departure from New Zealand.

Subsequent to the recent major oil spill incident at Northport, work is underway to develop a local integrated oil spill response plan that will more efficiently use local resources in the port area.

This plan is expected to establish a local structure that will enable a faster initial response to oil spills in the area and then enable a smooth transition to the regional response structure led by council's Regional On Scene Commander. The cost recovery for the Ningpo incident is progressing well with the operator and P&I club cooperating fully.

Staff responded to two minor oil spill reports, both of which dispersed naturally.

#### ***Port and Harbour Safety***

12 cruise ships were piloted safely into the Bay of Islands. Prevailing NE'ly swells have not been ideal but no vessels cancelled, although there was some delays in departure.

Three hot work applications were received and one bunkering operation was approved during the month.

The harbourmaster chaired the six weekly Whāngārei harbour safety meeting and attended the pilots meeting, where structured performance development and upskilling of pilots and tug crews was being developed in coordination with the Auckland Maritime School.

Forecasted for November this year is the delivery of the replacement coastal vessel for the Golden Bay cement carrier operating out of Portland. The harbourmaster has been working with the company on port facility, dredging, operating and pilotage exemption requirements. The new vessel will have improved environmental features for ballasting and is a considerable increase on size from the Golden Bay.

### ***Maritime Incidents, Enforcement and Safety***

Staff responded to 16 maritime incidents during this period.

A launch broke away from its mooring due to suspected unauthorised alteration to the mooring and ran aground at Blacksmiths Creek, Whāngārei in strong winds. Staff responded and took measures to prevent further damage to vessel and to prevent pollution. The owner arranged the vessel's removal from the water and will be invoiced for part of the cost of the staff response. The owner was also given advice on correct securing of vessel to the mooring.

A near miss navigational incident was reported for which the alleged offender was issued a warning letter. Another skipper was issued a verbal warning for an incident involving speed through a mooring area.

Two infringement notices were issued this month for more serious speeding incidents. Staff also investigated reports of illegal moorings and an unregistered jet ski.

### ***Aids to navigation***

Maintenance of navigation aids continued this month in Rangaunu, Kerikeri, Bay of Islands and Kaipara harbours.

The port-hand beacon AC2 in the Rangaunu harbour was reported as on the beach at Kaimaumau. It was found that the pile had not been driven to a sufficient depth. The beacon was recovered and replaced with a port-hand buoy with navigation light.

### ***Other***

Skipper assistance was provided to other departments for water quality, coastal, marine pollution, fan worm inspections, sediment sampling and flood water sampling in Kerikeri, Mangonui, Whāngārei, Tutukaka and the Kaipara. Two sonde units were deployed in Opuā to record turbidity of the water during works being carried out in the Opuā-Kawakawa River.

Vessel and radio surveys completed and passed for council vessels Waikare and Karetu under MNZ MOSS regime.

Education about boat safety on the water will be promoted at the Dargaville Field Days in March via use of model boats, social media, information postcards on lifejackets (choose the right size) and see and be seen at night (what lights to display).

In preparation for the changes to H&S in the workplace, an audit was completed of the Opuā workshop by the Health and Safety Specialist. An audit is also scheduled for early March at the Reyburn Street shed in Whāngārei.

### **8.2.7 SUPPORT SERVICES**

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#### **Public Communications**

##### ***Media releases***

- '\$17,000 of upgrades for Whangaroa, Kaipara sector lights' (authorised by Bill Shepherd)
- 'Economic action plan welcomed by regional council' (authorised by and quotes Bill Shepherd)
- 'Effluent reduction model could be dairying 'game changer'' (authorised by Bill Shepherd)
- 'Prudent, precautionary' decision to re-set special pest rate' (authorised by and quotes Bill Shepherd)
- 'North dairy farms lift collective environmental record' (authorised by and quotes Joe Carr)
- 'Report tiny bug targeting tobacco weed, Northlanders urged' (authorised by and quotes Joe Carr)

##### ***Councillor constituency columns and photographs***

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

##### ***Publications***

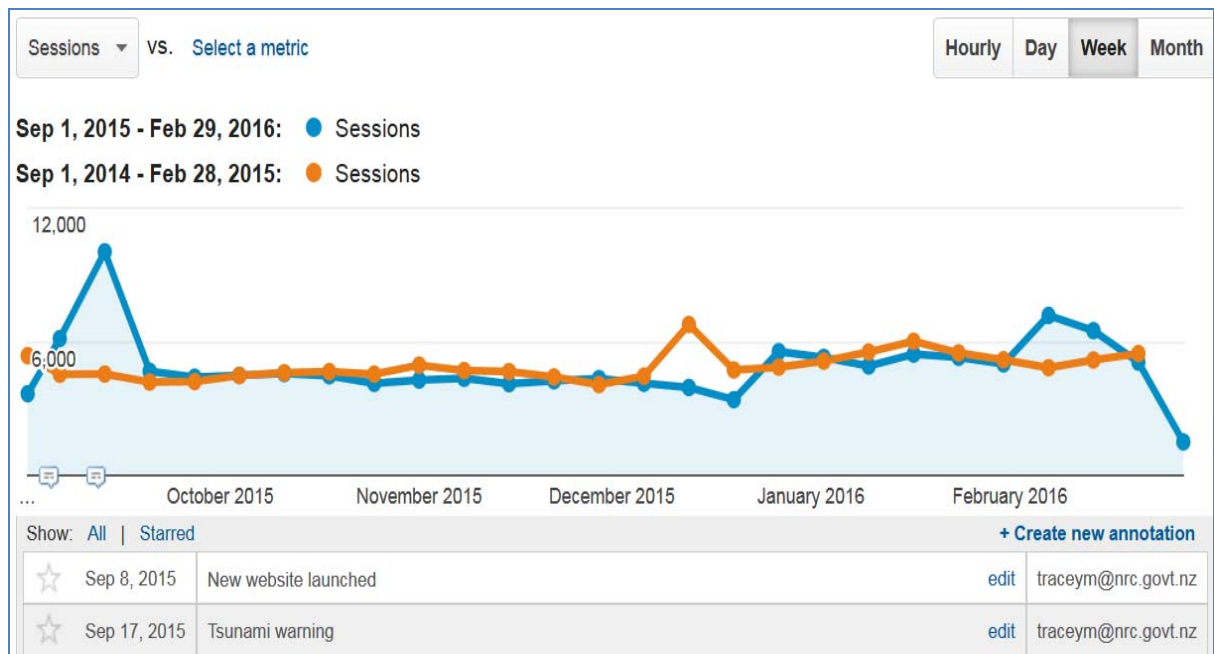
Work continues on the preparation of a number of major documents including the Annual Plan 2016/17 Consultation Document and supporting information; Regional Pest Management Plan 2016-2026 Analysis of Benefits and Costs and proposed document; Draft Regional Plan; State of the Environment Report; and, Catchment Management Plans.

The latest issue of Dairy Farmer News was produced for distribution to all dairy farmers in the region and at the Northland Field Days. Work also began to update the Boating in Northland publication for 2016/17.

## Online Channels

### Highlights

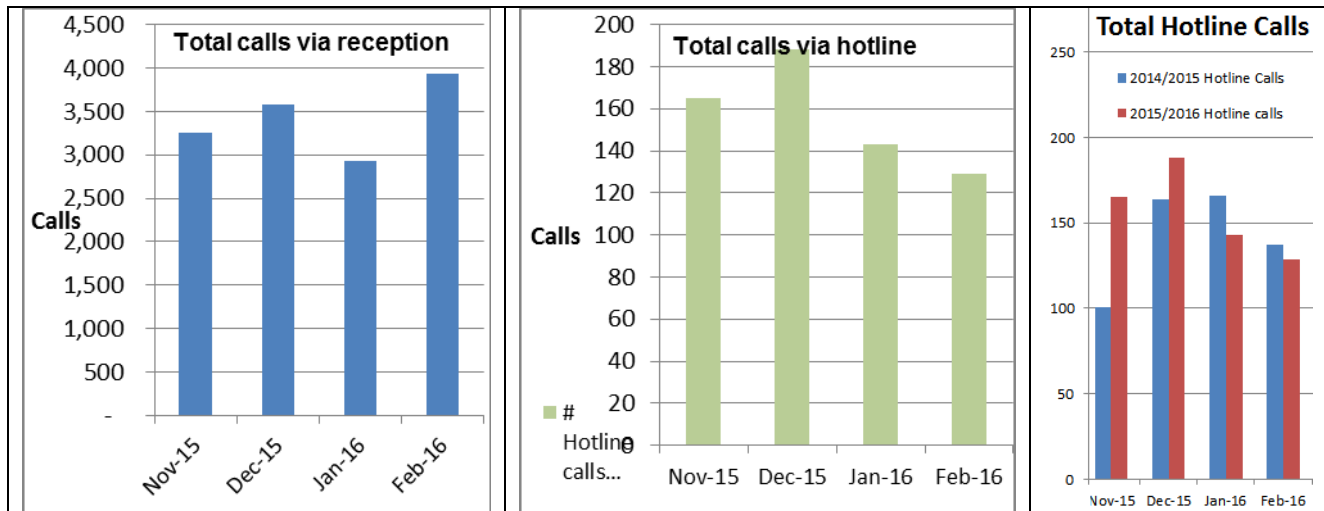
#### # Visits to the NRC website (compared to the same period last year):



Key Performance Indicators	Nov-15	Dec-15	Jan-16	Feb-16
<b>WEB</b>				
E-payments made	6	6	4	16
GIS Service - Number of unique visitors	917	964	1,294	972
GIS Service - Number of visits	1,149	1,315	1,626	1,202
# subscription customers (cumulative)	1,040	1,054	1,057	1,077
<b>SOCIAL MEDIA (cumulative)</b>				
# Twitter followers	1,011	1,019	1,025	1,042
# NRC Facebook fans	906	960	989	1,031
# NRC Overall Facebook Reach	17,846	19,780	17,064	23,323
# CDEM Facebook fans	5,717	6,143	6,324	6,497
# CDEM Overall Facebook Reach	15,391	51,879	61,139	23,314
# CoastCare Facebook fans	165	171	175	175
#CoastCare Overall Facebook Reach	68	120	323	94

\*\* 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
<b>March</b>				
Ballance Farm Environment Awards Dinner	16	Copthorne Hotel and Resort, Bay of Islands	The award's dinner recognises and celebrates the success of entrants in the environmental awards.	Natasha Stubbing
NZDIA Winners Field Day	29	tbc	A field day hosted by either the Sharemilker/Equity Farmer of the Year or the Farm Manager of the Year as awarded at the Northland region awards for the NZDIA.	Natasha Stubbing
Enviroschools Project Mustelid	15	Trefoil Park	A pilot project, involving senior students, around mustelid pest control – traps, toxins, biology and environmental impact.	Susan Karels
<b>April</b>				
Kotuku St Dam opening	7	Kotuku Street, Maunu	Blessing and civic ceremony/official opening and naming of the Dam.	Suzanne Takiwa
Enviroschools WaiRestoration day for school communities	5	tbc	Hands-on workshops and presentations show-casing schools' experiences in a variety of the project areas.	Susan Karels



## ***Enviroschools***

### **Presentation to NZAEE conference**

On 12 February, approximately 50 dead possums were transported from Northland to Auckland for hands on possum plucking, skinning and trapping as part of a workshop on Enviroschools Project Possum. The workshop formed part of the three day long New Zealand Association for Environmental Education (NZAEE) conference based at Auckland University.

### **Seaweek celebrated in Northland**

Seaweek – 27 Feb to 6 March - is an annual nation-wide series of events dedicated to marine education, action and awareness hosted by NZAEE. Council has helped co-ordinate a Northland-wide response with DOC, CBEC EcoSolutions, Experiencing Marine Reserves, Kiwi North and Fish Forever. Events include a marine-themed pechakucha night with a speaker from council's coastal monitoring team, beach clean-up kits for community groups and schools provided by CoastCare and Enviroschools and a Taipā beach day organised by CoastCare.

### **Facilitation of Enviroschools communities**

The following school communities were visited during February: Dargaville High, Huanui, Hurupaki, Kaikohe Christian School, Kamo Intermediate, Kokopu, Mangakahia, Mangamuka, Maungaturoto, One Tree Point, Peria, Poroti, Ruakaka, Tauraroa and Umawera.

## ***Iwi Liaison***

### **Governance**

On 11 February 2016 the Te Tai Tokerau Māori Advisory Committee, held a formal meeting at the council offices, the first formal meeting for 2016.

Two meetings were held between technicians from Te Hiku Iwi, Far North District and Northland Regional councils in preparation of an informal workshop of the Te Oneroa-A-Tohe Board (the Board). The Board, establish through the collective Treaty settlement redress for Te Hiku Iwi, met informally on 22 February 2016 at Roma Marae, Ahipara.

Prior to the workshop, iwi hosted a hui with the aim to provide both historical and cultural information about their connection to the beach and as a whanaungatanga / relationship meeting.

Council was represented on the day by Councillors Shepherd, Knight, Samuels, Brown and Dimery along with senior and support staff.

Councillors Knight and Samuels having previously been confirmed as councils representatives on the Board, attended the first workshop of the Board which was convened in the afternoon.

### **Iwi Liaison**

The Ngawha Marae Trustees, on behalf of Ngāti Rangi, were successful in gaining funding via the councils Iwi/Hapū Environmental Management Plan Fund. While the contract for works was signed in December 2015, actual work began on the project in early 2016. Mid-February council received a first draft. The trust will be refining this at hui with the wider hapū at the end of February. The project is being co-funded with Far North District council.

## **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.

I am however, undertaking a comprehensive review of the financial control processes, which includes an assessment on our capability and processes in relation to fraud detection (effectively this is a Corporate Fraud Health Check), following the recently received 'indirect taxes review'. This review identified a number of system weaknesses.

### ***Finance***

The council report for the year to date (YTD) shows a net operating surplus of \$2.67M against a budgeted net surplus of \$1.69M, resulting in an overall favourable variance for the year to date of \$977K before transfers to or from special reserves. This variance arises from the total expenditure for the eight months being behind budget by \$854K or 4% and total revenue being ahead of budget by \$121K or 1%. After transfers to reserves the council made a surplus of \$1.05M which is \$428K more than budget.

Refer to the Item 6.0 for more detailed variance analysis.

### ***Commercial***

- Agreements on two commercial properties are in the due diligence period.
- Information sharing on a large freehold commercial property is ongoing.
- There is some tenant interest in acquiring the lessor interest of two CBD properties.



**ISSUE: Emergency Services Fund Update**

**ID:** A822438

**To:** Council Meeting, 15 March 2016

**From:** Tony Phipps, Group Manager Customer Services and Community Resilience

**Date:** 29 February 2016

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

**Executive summary:**

The purpose of this report is to provide council with an update on the Emergency Services Fund.

At the 10 November 2015 Extraordinary Council Meeting a resolution was passed allocating funds to four proposals which sought financial support from the Emergency Services Fund, the funding is for three years as follows;

<b>Emergency Service Provider</b>	<b>Funding Purpose</b>	<b>Annual Allocation (GST ex)</b>
Northland Emergency Services Trust	Operational costs for the air rescue and ambulance services	\$525,000
Surf Life Saving Northern Region	Professional guards at popular beaches outside volunteer paid hours	\$120,000
St John Northern Region	Partially-fund replacement of Northland ambulances	\$90,000
Coastguard Northern Region	Operating, support and training costs for Northland units	\$84,000

Following the allocation decision, all applicants were advised in writing of the decisions made and the performance reporting requirements were discussed and agreed with the successful applicants.

**Legal compliance and significance assessment:**

The Emergency Services Fund has been provided for in council's 2015–25 Long Term Plan (LTP) which was adopted in full compliance with Part 6 of the Local Government Act 2002.

**Recommendation:**

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That the report 'Emergency Services Fund Update' by Tony Phipps, Group Manager Customer Services and Community Resilience, dated 29 February 2016, be received.

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**ITEM: 8.3**

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**Emergency Services Fund update:**

As agreed by council, each of the four successful applicants are required to report on their financial and service performance measures.

**Northland Emergency Services Trust (NEST)**

The Northland Emergency Services Trust has requested funding payments be made on a quarterly basis. This funding is to support operational costs for the air rescue and ambulance services, and to assist with their long term strategy of replacing the aging fleet. The first quarterly payment of \$131,250 for the 2015/16 financial year was made early December.

**Surf Life Saving – Northern Region**

Surf Life Saving - Northern Region were paid one annual payment for the 2015/16 financial year of \$120,000 in January. This funding was made towards retaining their service levels of professional life guards at popular beaches outside of volunteer paid hours.

Further discussions will be held in relation to the service levels for next year.

**St John – Northern Region**

St John – Northern Region have been paid one annual payment of \$90,000 for the 2015/16 financial year to enable them to order and pay the deposit on a new ambulance for Northland. They are currently approaching other Northland organisations with the proposal to fund the remaining balance of the first ambulance, and will advise us of the outcome once confirmation is received.

The use of the Northland Regional Council logo on the new ambulance has been agreed to.

**Coast Guard – Northern Region**

Coast Guard – Northern Region requested payment of the funding be made across two equal instalments of \$42,000 for the 2015/16 financial year. The first payment was made late January, with the second instalment due to be paid this month. The funding is to assist with operational, support and training costs for the Northland units.

The following table is a summary of payments made for the 2015/16 financial year and the first of the performance reports are included (**Attachments 1–5**).

<b>Emergency Service Provider</b>	<b>Annual Allocation (GST ex)</b>	<b>Payment Frequency</b>	<b>Payment made as of 29/02/16 (GST ex)</b>
Northland Emergency Services Trust	\$525,000	quarterly	\$131,250 – 14/12/15
Surf Life Saving Northern Region	\$120,000	once annually	\$120,000 – 25/01/16
St John Northern Region	\$90,000	once annually	\$90,000 – 25/01/16
Coastguard Northern Region	\$84,000	via two equal payments	\$42,000 – 25/01/16

16 February 2016

Mr Bill Shepherd  
Chairman  
Northland Regional Council  
Private Bag 9021  
Whangarei Mail Centre  
WHANGAREI

### **Emergency Services Funding – April 2015 to January 2016 update**

NEST operated safely over the reporting period. June 2015 was the quietest month for the year reporting a low number of jobs and hours. Although NEST has seen a 15% increase in missions compared to the previous year, the overall hours were slightly down by 3%. The financial challenges ahead for the next three years include a lower NZ dollar, increasing fuel costs, and uncertainty over the future demand for services.

Below is a comparison of both missions and hours to date for the 2015/16 financial year.

#### **Jobs Comparison**

	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Total</b>
<b>2014/15</b>	70	65	50	54	58	81	60	62	96	84	<b>680</b>
<b>2015/16</b>	76	67	47	76	85	67	71	81	108	107	<b>785</b>

#### **Hours Comparison**

	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Total</b>
<b>2014/15</b>	96.3	105.6	73.3	77.2	88.9	128.8	78	89.2	133	108.7	<b>979</b>
<b>2015/16</b>	106.6	85.2	60.6	92.1	114.8	88.6	92.2	88.3	103.4	116.6	<b>948.4</b>

Below is a summary of where patients have been picked up from. Refer to the attachment to this letter for the areas included in each zone.

<b>2015/16</b>	<b>Far Nth</b>	<b>Mid Nth East</b>	<b>Mid Nth West</b>	<b>Lower Nth East</b>	<b>Lower Nth West</b>	<b>Lower Nth Is</b>
<b>Apr-Jan</b>	<b>155</b>	<b>97</b>	<b>66</b>	<b>347</b>	<b>48</b>	<b>72</b>
<b>%</b>	<b>19.76%</b>	<b>12.35%</b>	<b>8.41%</b>	<b>44.20%</b>	<b>6.11%</b>	<b>9.17%</b>



### **Flight Training Device (simulator)**

NEST is already extremely economic and efficient with its operations and has introduced a number of initiatives in the last couple of years to reduce costs and generate additional revenue. The flight simulator introduced last year to train our pilots is a good example of this. The flight training device was due its 2 yearly CAA audit. This was easily passed. The auditor, with considerable overseas simulator time, felt it reflected the fidelity of the aircraft correctly and accurately reflected the NEST aircraft. Our request to expand the scope of approvals and authorisations was discussed. A written summary of this was presented to CAA and we are awaiting their anticipated approval. We are expecting that this will easily save an additional 20 hours of aircraft use per annum.

### **Part 145**

NEST became Part 145 certified on the 9<sup>th</sup> of July 2015 - this allows us to perform the maintenance of our three helicopters in-house and has created another three permanent jobs in Northland. It has been estimated we will save approximately \$127,000 per annum by bringing the maintenance work in-house. NEST previously contracted all the maintenance out to an external firm. Having control over the maintenance will not only save money, but more importantly attribute to less downtime of the helicopters; thus allowing us to get back into the air more quickly to provide a reliable service.

### **Financial Update**

Enclosed is an update on the cashflow results for NEST current financial year to 31 January 2016 (representing 10 months). NEST cashflow has improved thanks to the generous contributions from various sources including the ratepayers (through the Northland Regional Council Emergency Services Fund), grants from Oxford Sports Trust, a number of bequests received during the period plus fantastic public support via donations through the Northpower/Top Energy annual appeal. This goes a long way towards NEST operational costs and our long term strategy of replacing the aging fleet. To replace one helicopter to a newer model we are looking in the vicinity of US\$6.5M.

### **Other business**

A recent financial benchmarking exercise completed in conjunction with other EMS operators around New Zealand, showed that NEST was the most efficient multi engine operator in the country.

Two of our helicopters have had a rebrand and are now donning matching skins. The paint on all three helicopters were getting near the end of its operational life and we saw this as an ideal opportunity to rebrand and get the community on side for having one identity. The third helicopter will be having a repaint in April. We needed to create an awareness of who we are and what we do. Awareness is typically measured as top-of-mind recall. If our branding is both relevant and competitive, we have an opportunity to capture the attention of Northlanders.

NEST was nominated for an International Helicopter Association "Salute to Excellence" Award. Unfortunately we were unsuccessful in progressing with our nomination. The Association advised our nominator, Sikorsky Aircraft, to resubmit our nomination next year.



Vanessa Furze  
General Manager



## **Zones**

### **Far North**

90 Mile Beach  
Ahipara  
Awanui  
Doubtless Bay  
Houhora  
Kaitaia  
Mangonui  
Matai Bay  
Mukatere  
North Cape  
Pawarenga  
Pukenui  
Taipa  
Taupo Bay  
Te Hapua  
Te Paki  
Waipapakauri  
Whangaroa  
Whatawhiwhi

### **Mid North East**

BOI  
Cape Brett  
Kaeo  
Kawakawa  
Kerikeri  
Matauri Bay  
Moerewa  
Oakura Bay  
Okaihau  
Opua  
Paihia  
Rawhiti  
Russell  
Waipapa  
Waitangi  
Whangaruru

### **Mid North West**

Aranga  
Broadwood  
Kaikohe  
Kohukohu  
Mangamuka  
Maunganui Bluff  
Mitimiti  
Omapere  
Opononi  
Otakairangi  
Pawarenga  
Punguru  
Rawene  
Trounson  
Waikare  
Waimamaku  
Waipoua Forest

### **Lower Nth East**

Brynderwyn  
Kaiwaka  
Langs Beach  
Mangawhai  
Matapouri  
Maungaturoto  
Ngunguru  
Pataua  
Ruakaka  
Tomarata  
Tutukaka  
Waipu  
Whananaki  
Whangarei  
Whg Heads

### **Lower Nth West**

Bayley's beach  
Dargaville  
Glinks Gully  
Kaihu  
Mamaranui  
Matakohe  
Omamari  
Paparoa  
Pouto  
Ruawai  
Tinopai

### **Lower North Island**

Auckland to Whangarei  
Gisborne  
Great Barrier Island  
Hamilton  
Hastings  
Hawera  
Helensville  
Masterton  
Napier  
New Plymouth  
Palmerston North  
Rotorua  
Tamaranui  
Taranaki  
Taupo  
Tauranga  
Thames  
Waiheke  
Waikato  
Wellington  
Whakatane



NORTHLAND EMERGENCY SERVICES TRUST

CASHFLOW SUMMARY FOR YEAR ENDED 31 MARCH 2016

Year	2015-16			2015-16			2015-16		
	Original	Updated		Original	Updated		Original	Updated	
	Forecast	Actual	Variance	Forecast	Actual	Variance	Forecast	Actual	Variance
	10 Months	10 Months		2 Months	2 Months		12 Months	12 Months	
	to 31/1/2016	to 31/1/2016	to 31/1/2016	to 31/3/2016	to 31/3/2016	to 31/3/2016	to 31/3/2016	to 31/3/2016	to 31/3/2016
Operations									
Operational Income									
Helicopter Revenue	\$3,544,323	\$3,329,221	-\$215,102	\$770,649	\$1,070,649	\$300,000	\$4,314,972	\$4,399,870	\$84,898
NRC Emergency Services Fund	\$128,919	\$260,169	\$131,250	\$0	\$262,500	\$262,500	\$128,919	\$522,669	\$393,750
Oxford Sports Trust Grant	\$0	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$200,000	\$200,000
Top Energy/Northpower	\$150,000	\$150,000	\$0	\$0	\$0	\$0	\$150,000	\$150,000	\$0
Public Donations	\$83,333	\$83,333	\$0	\$16,667	\$16,667	\$0	\$100,000	\$100,000	\$0
Other Revenue/Grants	\$50,834	\$134,854	\$84,020	\$10,167	\$9,222	-\$945	\$61,001	\$144,076	\$83,075
Total Operational Income	\$3,957,410	\$4,157,577	\$200,168	\$797,483	\$1,359,038	\$561,556	\$4,754,892	\$5,516,615	\$761,723
Expenses									
Direct Expenses	\$3,503,048	\$3,283,009	-\$220,039	\$643,885	\$836,902	\$193,017	\$4,146,933	\$4,119,911	-\$27,022
Overheads	\$542,159	\$566,768	\$24,609	\$106,081	\$93,138	-\$12,943	\$648,240	\$659,906	\$11,666
Capital Commitments	\$111,000	\$141,164	\$30,164	\$9,000	\$9,000	\$0	\$120,000	\$150,164	\$30,164
Bank Commitments	\$48,538	\$25,075	-\$23,463	\$7,834	\$1,200	-\$6,634	\$56,372	\$26,275	-\$30,097
Total Expenses	\$4,204,745	\$4,016,016	-\$188,729	\$766,800	\$940,240	\$173,440	\$4,971,545	\$4,956,256	-\$15,289
Cashflow Surplus/(Deficit)	-\$247,336	\$141,561	\$388,897	\$30,683	\$418,798	\$388,116	-\$216,653	\$560,359	\$777,012
Helicopter Replacement Fund									
Passive Revenue									
Bequests	\$0	\$176,805	\$176,805	\$0	\$0	\$0	\$0	\$176,805	\$176,805
Public Donations	\$41,667	\$182,214	\$140,547	\$8,333	\$8,333	\$0	\$50,000	\$190,547	\$140,547
Total Passive Revenue	\$41,667	\$359,019	\$317,352	\$8,333	\$8,333	\$0	\$50,000	\$367,352	\$317,352

## 15/13 RfP Emergency Services Fund

- 1) **Emergency Services Funding Reporting**
- 2) **Closing Date:** Friday 26<sup>th</sup> February 2016

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### Applicant Details

3) <b>Name of group</b>	Surf Life Saving Northern Region (SLSNR)
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#### 4) **Applicant's Contact Person**

Contact name	Matthew Williams
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Position in group	Chief Executive Officer
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Postal address	PO Box 2195	
Auckland	Postcode	1140

Street address	Level 1, Marine Rescue Centre
	03 Solent St, Mechanics Bay, Auckland

Email	Matt.williams@surflifesaving.org.nz
-------	-------------------------------------

Daytime phone number(s)	DDI    09 303 9339	Mobile    021 507 141
-------------------------	--------------------	-----------------------

Website address	www.slsnz.org.nz
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5) <b>Applicants GST Registration No.</b>	013-411-891
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## 15/13 RfP Emergency Services Fund

### 6) Response – Business Case

SLSNR carries out six professional Surf Life Saving patrols outside of our usual volunteer patrol services in Northland. These were expected to be fully council funded and operated Monday through Friday during the peak holiday season at Ahipara Beach, Ocean Beach Whangarei Heads, Bayly's Beach, Ruakaka, Waipu Cove and Mangawhai Heads. This year Surf Life Saving Northern Region received \$120,000 from Northland Regional Council to assist with the delivery of the Regional Lifeguard Service in Northland.

The key data from this period is contained in the tables below.

	Far North	Whangarei Heads	Ruakaka	Bayly's Beach	Waipu Cove	Mangawhai Heads	Regional Total
Dates	21st Dec 2015 08 Jan 2016	21st Dec 2015 29th Jan 2016	21st Dec 2015 29th Jan 2016	21st Dec 2015 08 Jan 2016	21st Dec 2015 05 Feb 2016	14 Dec 2015 05 Feb 2016	29 weeks
Number of Guards	3	3	4	3	4	4	21
Hours Worked	336	720	880	504	824	1054	3813
Incidents	4	10	12	2	23	23	66
Early interventions	207	699	635	119	1307	1062	3910
People directly assisted by lifeguards	664	1634	1817	428	3308	2914	9176
Fatalities at patrolled locations	0	0	0	0	0	0	0

### 7) Northland Regional Lifeguard Service Operating Costs

Northland RLS Operating Costs	
<b>Income</b>	
Northland Regional Council	\$120,000
Oxford Sports Trust	\$18,000
Baylys Community (Anon.)	\$10,048
Lion Foundation	\$1,800
Pub Charity	\$2,233
<b>Total Income</b>	\$152,081
<b>Expenditure</b>	
Wages	\$122,699
Gen-Ex	\$7,953
Rescue Water Craft	\$3,500
Venue Agreements	\$14,950
Supervisor	\$1,562
SurfComm	\$1,041
Uniforms	\$1,431
<b>Total Expenditure</b>	\$153,136

## 15/13 RfP Emergency Services Fund

Of immediate importance to Surf Life Saving Northern Region is confirming available amounts for next season with Northland Regional Council. It has been confirmed to Surf Life Saving Northern Region by Northland Regional Council that we have no ability to increase the amount of grant funding above \$120,000 until the next Long Term Plan Review. As such we will need to work with council to ascertain where to make the necessary cuts to our service delivery so as that we can successfully deliver a \$120,000 service to the community.

### 8) Contact

Name:	Matthew Williams
Title:	Chief Executive Officer
Email:	Matt.williams@surflifesaving.org.nz
Phone:	09 303 9339    021 507 141

I confirm that the application is complete.

I confirm that we accept the General Requirements set out in Appendix 1

Name: M. J Williams

Signature: *MJ Williams*



23rd February 2016



**St John**

Here for Life

Christine Niblock  
Northland Regional Council  
Private Bag 9021  
Whangarei Mail Centre  
Whangarei 0148

Dear Christine,

**Re: Report for the Northland Emergency Services Fund**

We are currently approaching Northland organisations with the proposal to fund the remaining balance of the first ambulance. We will advise you of the outcome once confirmation is received.

Below is a brief summary of activity that St John Northland has conducted from the start of the financial year until January 2016.

**Performance:**

Overall good performance for **Northland**.

The **8min urban Purple/Red** FYTD (Financial Year To Date) target is exceeded at **66.7%**.

The **12min rural Purple/Red** FYTD (Financial Year To Date) target is exceeded at **42.3%**.

The **20min urban Orange** FYTD (Financial Year To Date) target is exceeded at **87.8%**.

The **30min rural Orange** FYTD (Financial Year To Date) target is exceeded at **79.5%**.

The **Full Crewing** FYTD (Financial Year To Date) target is exceeded at **88%**.

**ePRF:**

In November 2015 we implemented the new electronic patient report form system (ePRF) into Northland as part of a national rollout for St John. This system uses a Samsung Tablet to formulate the patient record, as opposed to hand writing the report. One of the many advantages of this system is the ability for us to collect excellent data and reports on our practice and performance and then able to develop new strategies or steer our training towards specific areas of development.



**St John**  
Here for Life

**Workload:**

The Northland 2015/16 Christmas holiday period has been very busy for St John this year with 1604 jobs attended, which is an increase of 9% or 133 jobs on the 2014/15 holiday period. These incidents have been spread over the four week period with significant increased workload in the Bay of Islands and Whangarei areas. A lot of this work is a result of an increase in population for the coastal communities, which in turn creates demands on the ambulance service travelling to these areas numerous times. Resources were increased in the Mangawhai, Paihia and Russell communities to address this increase and this work and increase in resources all come at a financial cost. New year's Eve was particularly busy in the Paihia and Kaitia areas this year attended alcohol fuelled incidents, which again were a drain on resources.

Some significant increases in types of work are:

Animal bites/attacks - increase of 233% (from 3 to 7)

Cardiac problems - increase 35% (from 105 to 142)

Chokings - increase of 160% (from 5 to 13)

Headaches - increase of 66% (from 9 to 15)

Overdoses - increase of 40% (from 20 to 28)

Traffic accidents - increase of 10% (from 87 to 96)

Collapses - increase by 25% (from 66 to 83)

GP referrals - increased by 19% (from 181 to 216)

The Rescue Helicopter is crewed by St John Flight Medics and the workload has increased 75 jobs in November 2015 to 105 jobs attended in December 2015.

**Fuel Supplier:**

St John nationally is changing our fuel supplier to Z Stations in order to achieve a better financial saving/outcome.

**Mangawhai Station:**

Last year we opened our new ambulance station at Mangawhai which is built for the future and currently caters for our volunteer group in Mangawhai. They have never had an



**St John**  
Here for Life

ambulance station of their own and used part of the old Fire Station in Mangawhai for many years. Funds for this project were all raised locally by the local St John community.

If you would like any further information, please don't hesitate to contact me on the below details.

Kind regards,

**Renee Buhagiar** | Fundraiser – Trusts and Grants  
St John Northern Region

**T** 09 579 1015 | **X** 8435 | **M** 0278 397 455

**E** [reenebu@stjohn.org.nz](mailto:reenebu@stjohn.org.nz)

10 Harrison Road | Mt Wellington | Auckland 1060 | New Zealand

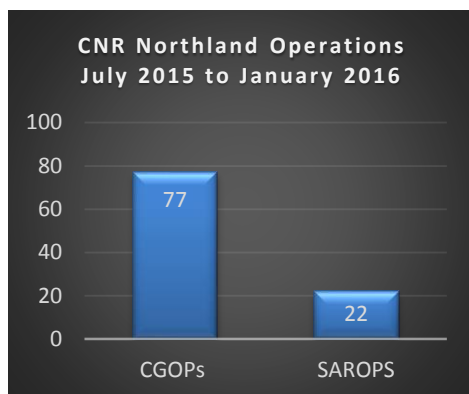
Private Bag 14902 | Panmure | Auckland 1741 | New Zealand

[www.stjohn.org.nz](http://www.stjohn.org.nz)





26 February 2016



### Incident Response & Communications

The summer period continues to be the busiest time of year for our Northland CG Units. As outlined in the statistics above and in the images on the right, our volunteers were tasked to assist a wide range of incidents from towing assists through to major searches for missing vessels.

Coastguard Northern Region operates a VHF network across the Northland Region. In the period July 15 – January 16 CNR has been working to improve the quality of VHF radio communications across the network. Action taken in the period includes:

- Work in conjunction with Transpower to improve network connectivity between Whangaroa and the Auckland Marine Rescue Centre;
- Site equipment audits in preparation for the migration in October 2016 of VHF Channels to new frequencies as required by New Zealand's International Maritime Organisation commitments;
- The linking of Coastguard Hokianga's VHF Channel to the Northern Region's network. This will reduce reliance on local operators to watchkeep on the channel and increase resources available to support Hokianga activities.

### Public Education & SAR Training

Our annual *Old4New Life Jacket Upgrade* campaign toured the Northland area in January setting up mobile shops in Kerikeri, Paihia, Tutukaka, Mangawhai Heads and Marsden Cove. The initiative gives people the opportunity to trade in their old lifejackets for new modern PFDs at a discounted price, increasing lifejacket awareness and the quality of protective equipment in use.

The campaign also allows Coastguard to further engage with the local Northland communities and promote safer boating messages.

Our Boating Education team have been busy delivering public education courses in the Northland ranging from Boatmaster to VHF courses. The team have also delivered up to 30 SAR training modules to our volunteers. These modules ensure that our volunteers are operating safely and in line with current practices. Modules include first aid, search techniques and critical incident management.

### Our Volunteer Units

CNR has 9 strategically placed units around the Northland Coast from Kaipara to Houhora to Whangarei. All have 'seen action' through the summer. Key points of note are:

#### Improving capability at Whangaroa:

The volunteers at CG Whangaroa are keenly awaiting the arrival of their new vessel which was laid down in December after the successful completion of their fundraising programme. The 11m rescue vessel is scheduled for delivery in August 2016 and the Unit are training hard to have a well-equipped crew who will be able to make the most of her capabilities. The new vessel will not only improve the region's overall operational capability in the area but it is also hoped to attract new volunteers into the organisation.

#### Improving capability at Houhora:

Following on from an extremely busy 2015, CG Houhora continue to grow their presence in the Far North with full use of their newly acquired rescue vessel. The 5.5m RIB has the ability to be trailered to Cape Reinga or 90 Mile Beach if required – greatly increasing our service range. The Unit is progressing towards 3 accredited skippers and is in the planning stages for a new dedicated headquarters for their growing volunteer base.

**Kaipara Harbour Review.** The Region is currently undertaking a review of Coastguard operations on the Kaipara Harbour. With one dedicated CG Vessel presently operating from the southern reaches of Helensville, the Region is considering the need for a second unit based at Tinopai to meet the growing popularity of the Kaipara Harbour and the West Coast as a destination for recreational fishing.

**CG Bay of Islands successfully located this sinking vessel on Jan 11**



**CG Tutukaka & CG Whangarei assisting a stricken yacht back to Whangarei Harbour**



**The Old4New Life Jacket Upgrade campaign set up at Mangawhai Heads in early January.**



**Members of CG Houhora at their AGM proudly displaying their new rescue vessel.**





**ISSUE: Regional Software Holdings Limited Statement of Intent 2017 to 2019**

**ID:** A823640

**To:** Council Meeting, 15 March 2016

**From:** Dave Tams, Corporate Services Manager

**Date:** 3 March 2016

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

**Executive summary:**

The purpose of this report is to lay before council Regional Software Holdings Limited Statement of Intent 2017 to 2019 **(attached)**.

**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:**

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That the report 'Regional Software Holdings Limited Statement of Intent 2017 to 2019' by Dave Tams, Corporate Services Manager, and dated 3 March 2016, be received.

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**ITEM: 8.4**

Page 2 of 2

**Report:**

1. Attached is Regional Software Holdings Limited's Statement of Intent 2017 to 2019.
2. Council's attention is drawn to one item in the Statement of Financial Performance. RHSL has included a provision for independent directors' fees.
3. The Regional Software Holdings Limited's board is considering recommending the appointment of an external independent director.
4. The purpose of an external director would be to provide expertise in relation to the operations of a software company and the marketing and sales of the IRIS product.
5. An indicative budget has been included in the Statement of Intent to allow for this (page 7 of their Statement of Intent).
6. The proposal to include an independent director on the Regional Software Holdings Limited board will be discussed at the next board meeting.
7. Any recommendation and more detailed information will be presented to shareholding councils for approval following that board meeting.
8. Council will be asking for a clearer vision statement, incorporating more detail around Regional Software Holdings' proposition, for the Regional Software Holdings' board to consider and incorporate in their SOL.
9. Council will ask that the independent director has knowledge, skills and capabilities in the sales and marketing of software products.
10. Council will ask for key performance indicators on how to make the product more marketable to other local authorities, given changes in the market place and increased competition.

## **Regional Software Holdings Limited**

### **Draft Statement of Intent 2017/2018/2019**

February 2016  
Version 4.0

#### **1 Introduction**

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

RSHL has no subsidiaries or joint ventures.

##### **1.1 Vision**

A compelling proposition for all Regional Councils.

##### **1.2 Mission**

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

##### **1.3 Nature and Scope of Activities to be Undertaken**

RSHL provides a framework for collaboration between the shareholders. It supports the procurement or development of shared software resource products and services in a manner that provides a more cost effective alternative than individual councils can achieve on their own. The current flagship of RSHL is the Integrated Regional Information System (IRIS).

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

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

The purpose of RSHL is to:

- Develop, maintain and licence the Software Intellectual Property to the Shareholders and other customers on an ongoing basis.
- Ensure the Company operates in a cost effective manner that reduces costs and risks to the Shareholders.



- Provide a framework for collaboration between the shareholder councils and other customers for the development and implementation of an IT platform or IT platforms over the long term,
- Provide RSHL shareholders and customers with application software products and services in a manner that achieves:<sup>1</sup>
  - Continuity of supply
  - Influence / control of the destiny of Regional Council sector specific software
  - Risk reduction
  - Economies of scale
  - Driving best practice through standardisation

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

#### **1.4 Values**

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

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

#### **1.5 Possible New Customers and Shareholders**

RSHL seeks to reduce costs to the existing shareholders and increase its influence in Regional Council sector information systems by increasing the user base for IRIS and expanding the product suite.

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

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

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<sup>1</sup>From: Interim Memorandum of Understanding & Syndicated Purchasing Agreement – expanded to include 'products'

## 2 Objectives

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

The secondary objective of RSHL is to:<sup>2</sup>

- (a) achieve the objectives of its Shareholders, both commercial and non-commercial as specified in this Statement of Intent;
- (b) be a good employer;
- (c) exhibit a sense of social and environmental responsibility by having regard to the interests of the community in which the Company operates and by endeavouring to accommodate or encourage these when able to do so.

## 3 Board's Approach to Governance

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

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

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

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

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

## 4 Ratio of Consolidated Shareholder's Funds to Total Assets

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

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<sup>2</sup> From: Constitution of regional Software Holdings Ltd, Section 1.1

<sup>3</sup> RSHL Shareholders Agreement clause 4.1

<sup>4</sup> RSHL Constitution clause 8.3

<sup>5</sup> RSHL Constitution clause 8.4

<sup>6</sup> RSHL Constitution clause 8.6

## 5 Accounting Policies

The financial statements of RSHL have been prepared in accordance with the requirements of the Local Government Act 2002 and the Companies Act 1993, which include the requirement to comply with New Zealand Generally Accepted Accounting Practice (NZGAAP).

The financial statements have been prepared in accordance with Tier 3 Public Benefit Entity (PBE) Standards.

Appendix 1 includes RSHL's Accounting Policies

## 6 Performance Targets and Other Measures

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

		2016/17	2017/18	2018/19
Non Financial	RSHL Advisory Group meets regularly & is effective (Self-assessed by the Advisory Group, compared to expectations in the Terms of Reference for the Advisory Group)	Applies each year		
	A robust and consistent process operates to develop, approve, communicate and refine the annual roadmap for RSHL major enhancement projects. is developed and approved.	Applies each year		
	Major Enhancement projects identified on the Annual Roadmap are completed on time and within budget.			
	Budgets and processes for support and minor enhancements are effectively managed. (Assessed by the Advisory Group)	Applies each year		
	User (non-IT) participation in RSHL management and development processes is increased. (Measured by membership of formal RSHL groups)	Applies each year		
	Reporting and Payments (Section 9.3 of Business Plan) are completed on time	Applies each year		
	Consider a new service area or areas outside of the current scope of IRIS <sup>7</sup>	Applies each year		
		2016/17	2017/18	2018/19
Financial	RSHL will operate within 5% (plus or minus) of its overall annual budget.	Applies each year		
	Annual charges: increase in cost to councils not to exceed the CPI	Applies each year		
		2016/17	2017/18	2018/19
Growth	Respond to requests from Councils with the intent of adding one further Council to IRIS as a shareholder or customer by end of 2018	Applies once in 3 year period		

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

## **7 Distribution of Profits to Shareholders**

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

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

The RSHL Shareholders Agreement states “If Operating Expenses for a fiscal year are less than the budgeted amount for such year, the Company will retain the funds for application to Operating Expenses for the subsequent fiscal year”<sup>8</sup>. Therefore there will not be a profit available for distribution.

## **8 Information to Be Provided to the Shareholders**

The company will deliver the following Statements to shareholders:

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

## **9 Procedures for Major Transactions and Other Acquisitions and Disposals**

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

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<sup>8</sup> Shareholders Agreement, clause 7.4

## 10 Procedures for Issue of Shares

The RSHL shareholder agreement requires the approval of the Shareholders holding at least of 75% of the shares for “the issuing or acquisition of any Shares or any change to the rights attaching to any Shares”<sup>9</sup>.

## 11 Activities for Which Compensation Is Sought

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

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

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

## 12 Estimate of Commercial Value of The Shareholder’s Investment

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

## 13 Shareholding

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

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

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<sup>9</sup> RSHL Subscription & Shareholders Agreement Section 5.1 (b)

## Statement of Intent 2016-2019

### Regional Software Holdings Limited Statement of Financial Performance

For the 12 Months to 30 June

2015-2016 Budget		2016-2017 SOI	2017-2018 Indicative	2018-2019 Indicative
<b>Income</b>				
1,034,627	Members Contribution	1,095,666	1,128,536	1,162,392
1,034,627		1,095,666	1,128,536	1,162,392
<u>Other Income</u>				
2,500	Interest Received	-	-	-
57,750	Sundry Income	59,483	61,267	63,105
<b>1,094,877</b>	<b>Total income:</b>	<b>1,155,148</b>	<b>1,189,803</b>	<b>1,225,497</b>
<b>Expenses</b>				
<u>Administration costs</u>				
71,808	Administration costs	73,962	76,182	78,467
5,068	Audit & other fees	5,220	5,377	5,538
196,711	Datacom Support Services	202,612	208,691	214,951
7,360	Cyber Environmental Charges	7,581	7,808	8,042
129,376	Management Fees	120,965	124,594	128,332
	Independent Director's Fees	30,000	30,900	31,827
57,750	Other Direct Software	59,483	61,267	63,105
468,073	<i>Total administration costs</i>	499,823	514,818	530,262
Sundry other costs				
626,804	Depreciation	655,325	674,984	695,234
<b>1,094,877</b>	<b>Total expenses:</b>	<b>1,155,148</b>	<b>1,189,803</b>	<b>1,225,497</b>
-	<b>Surplus/(deficit) before Tax</b>	-	-	-
	Income Tax Expenses			
-	<b>Surplus/(deficit) after Tax</b>	-	-	-



**Regional Software Holdings Limited**

**Statement of Financial Position**

As at 30 June

<b>2015-2016 Budget</b>		<b>2016-2017 SOI</b>	<b>2017-2018 Indicative</b>	<b>2018-2019 Indicative</b>
	<b>ASSETS</b>			
	<b>Current assets</b>			
192,246	Bank Accounts and Cash	172,266	151,685	130,488
-	Debtors and Prepayments			
	<b>Non Current Assets</b>			
5,184,237	Property, Plant & Equipment	5,204,217	5,224,797	5,245,995
<hr/> 5,376,483	<b>Total assets</b>	<hr/> 5,376,483	<hr/> 5,376,483	<hr/> 5,376,483
	<b>LIABILITIES</b>			
	<b>Current liabilities</b>			
	- Creditors and Accrued Expenses			
	- Income Received in Advance	-	-	-
	<hr/> - <b>Total liabilities</b>	<hr/> -	<hr/> -	<hr/> -
<hr/> 5,376,483	<b>NET ASSETS</b>	<hr/> 5,376,483	<hr/> 5,376,483	<hr/> 5,376,483

**Represented by:**

<b>2015-2016 Forecast</b>		<b>2016-2017 SOI</b>	<b>2017-2018 Indicative</b>	<b>2018-2019 Indicative</b>
	<b>Equity</b>			
5,149,150	Equity	5,149,150	5,149,150	5,149,150
227,333	Retained Earnings	227,333	227,333	227,333
<hr/> 5,376,483	<b>Total Equity</b>	<hr/> 5,376,483	<hr/> 5,376,483	<hr/> 5,376,483

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

<b>2015-2016</b>		<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>
<b>Budget</b>		<b>SOI</b>	<b>Indicative</b>	<b>Indicative</b>
<b>Cash-flows from Operating Activities</b>				
<b><u>Cash received from:</u></b>				
1,034,627	Receipts from customers	1,093,366	1,126,336	1,160,392
57,750	Other Income	59,483	61,267	63,105
2,500	Interest	2,300	2,200	2,000
<b>1,094,877</b>	<b>Total Operating Receipts</b>	<b>1,155,148</b>	<b>1,189,803</b>	<b>1,225,497</b>
<b><u>Cash applied to:</u></b>				
468,073	Payments to suppliers	499,823	514,818	530,262
-	Income Tax Paid (refunded)	-	-	-
-	Interest W/holding tax paid	-	-	-
<b>468,073</b>	<b>Total Operating Payments</b>	<b>499,823</b>	<b>514,818</b>	<b>530,262</b>
<b>626,804</b>	<b>Net cash from operating</b>	<b>655,325</b>	<b>674,984</b>	<b>695,234</b>
<b>Cash-flow from Investing Activities</b>				
<b><u>Cash received from:</u></b>				
-	Sale of Fixed Assets	-	-	-
-	Total Investment Receipts	-	-	-
<b><u>Cash applied to:</u></b>				
875,636	Purchase of Fixed/ Intangible assets	675,305	695,564	716,431
-	Investment deposits	-	-	-
<b>875,636</b>	<b>Total Investment Payments</b>	<b>675,305</b>	<b>695,564</b>	<b>716,431</b>
<b>(875,636)</b>	<b>Net cash from investing</b>	<b>(675,305)</b>	<b>(695,564)</b>	<b>(716,431)</b>
<b>Cash-flow from Financing Activities</b>				
<b><u>Cash received from:</u></b>				
-	Capital contributions	-	-	-
-	Total Financing Receipts	-	-	-
<b><u>Cash applied to:</u></b>				
-	Capital repaid	-	-	-
-	Total Financing Payments	-	-	-
-	Net cash from financing	-	-	-
<b>(248,832)</b>	<b>Net increase (decrease) in cash-flow for the year</b>	<b>(19,980)</b>	<b>(20,580)</b>	<b>(21,197)</b>
441,078	Opening cash balance	192,246	172,266	151,685
<b>192,246</b>	<b>Closing cash balance</b>	<b>172,266</b>	<b>151,685</b>	<b>130,488</b>
<b>Made up of:</b>				
25,000	Current account	25,000	25,000	25,000
167,246	Auto-call account	147,266	126,685	105,488
<b>192,246</b>		<b>172,266</b>	<b>151,685</b>	<b>130,488</b>

## **Appendix 1: Accounting Policies**

### **1 General Information**

#### **Reporting Entity**

Regional Software Holdings Limited (RSHL) is a Council Controlled Organisation (CCO), owned by Waikato Regional Council (32.75%) Northland Regional Council (16.75%) Horizons Regional Council (15.50%) Taranaki Regional Council (15.50%) Southland Regional Council (15.50%) and West Coast Regional Council (4.00%.) RSHL was incorporated on 17 October 2012.

RSHL was primarily incorporated for the purposes of managing the investment and development of IRIS Software, and has designated itself a Public Benefit Entity (PBE), in keeping with the designation of the shareholders.

#### **Public Benefit Entity Simple Format Reporting**

RSHL qualifies for Public Benefit Simple Format Reporting – Accrual (PBE-SFR-A) on the basis that the Company does not have publically accountable (as defined) and has total annual expenses of less than \$2 million.

#### **Basis of Preparation of the Financial Statements**

The prospective financial statements have been prepared on the going concern basis, and the accounting policies have been applied consistently throughout the period. The financial statements will be prepared on a historical cost basis.

#### **Statement of Compliance**

The prospective financial statements of RSHL have been prepared in accordance with the requirements of the Local Government Act 2002 and the Companies Act 1993, which include the requirement to comply with New Zealand Generally Accepted Accounting Practice (NZGAAP).

The financial statements have been prepared in accordance with Tier 3 Public Benefit Entity (PBE) Standards.

These prospective financial statements comply with PBE Standards.

#### **Presentation Currency and Rounding**

The prospective financial statements have been prepared in New Zealand dollars and there will be rounding in the numbers in the financial statements, as the financial model used calculates to the cent but the annual report is rounded to the nearest dollar.

The functional currency of RSHL is New Zealand dollars.

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

## **2 Summary of Significant Accounting Policies**

### **Revenue**

Revenue is measured at the fair value of consideration received or receivable.

Members Contributions and Other forms of Revenue (excluding investment revenue), including fees, charges, and other revenues are recognised on an accrual basis.

Interest revenue is recorded as it is earned.

### **Expenditure**

Expenditure is recognised on an accrual basis when the service was provided, or the goods received.

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

### **Bank Accounts and Cash**

Cash and cash equivalents include cash on hand, on demand or call deposits, other short-term deposits with original maturities of three months or less, and bank overdrafts.

Bank overdrafts are presented as a current liability in the Statement of Financial Position.

### **Debtors**

Debtors are initially recorded at the amount owed. When it is likely the amount owed (or some portion) will not be collected, a provision for impairment is recognised and the loss is recorded as a bad debt expense.

### **Inventories**

Inventory is initially recorded at cost. Goods held for sale are subsequently measured at the lower of cost and their selling process. Goods for use or distribution are subsequently measured at cost and written down if they become obsolete.

### **Goods and Services Tax (GST)**

RSHL is registered for GST; these financial statements are presented net of GST, except for receivables and payables which are inclusive of GST. Where GST paid is not recoverable, due to it relating to exempt items, the GST inclusive amount is recognised as part of the related asset or expense including the GST relating to investing and financing activities.

The net amount of GST recoverable from, or payable to, the IRD is included as part of receivables or payables in the statement of financial position.

The net GST paid to, or recovered from, the Inland Revenue Department is recognised as an item in operating cash flow in the statement of cash flows.

Commitments and contingencies are disclosed exclusive of GST.

### **Income Tax**

Income tax expenses calculated using the taxes payable method. As a result no allowance is made for deferred tax. Tax expense includes the current tax liability and adjustments to prior year tax liabilities.

### **Creditors and Accrued Expenses**

Creditors and accrued expenses are measured at the amount owed.

## **Property, Plant and Equipment**

### *Software acquisition and development*

Costs that are directly associated with the development of the IRIS software suite are recognised as property, plant and equipment.

### *Depreciation*

Depreciation begins when the asset is available for use and ceases at the date that the asset is derecognised. The depreciation charge for each period is recognised through the Statement of Financial Performance.

The carrying value is depreciated on a straight-line basis over its useful life. The useful life and associated depreciation rate for the IRIS software suite is 10 years and 10%.

Where software in this category is replaced, upgraded or determined by RSHL to be of no further operational benefit, a change in value will be recognised through the Statement of Financial Performance. This change in value will be the difference between the carrying value of the original item and its fair value.

## **Critical Accounting Estimates and Assumptions**

In preparing these financial statements, RSHL has made estimates and assumptions concerning the future. These estimates and assumptions may differ from the subsequent actual results. Estimates and assumptions are continually evaluated and are based on historical experience and other factors, including expectations or future events that are believed to be reasonable under the circumstances.

## **Additional Disclosure**

The Companies Act 1993 requires disclosure of the amount of donations, audit fees, fees for other services from the auditor, and the number of employees of the company who received remuneration and other benefits above \$100,000 per annum, in brackets of \$10,000.

Note For Info: Requirements for Statement of Intent

Source: Office of the Auditor General

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

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





**ITEM: 8.5**

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**ISSUE: Te Tai Tokerau Māori Advisory Committee Annual Report 2015**

**ID:** A822878

**To:** Council Meeting, 15 March 2016

**From:** Abraham Witana, Kaiwhakahaere – Mātauranga Māori

**Date:** 4 March 2016

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

**Executive summary:**

The Te Tai Tokerau Māori Advisory Committee's (the committee) Terms of Reference requires that the committee, through the Chairman, provides an annual report to the council on the committee's achievements for the year 2015–2016.

This paper provides a summary of this information and it was recommended by the committee that the Chairman of the committee provides this report to council.

**Legal compliance and significance assessment:**

The information and recommendations outlined in this report are in accordance with the Te Tai Tokerau Māori Advisory Committee's approved Terms of Reference, are part of the committee's normal operations, and as such does not trigger the council's Significance and Engagement Policy.

**Recommendation:**

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That the report 'Te Tai Tokerau Māori Advisory Committee Annual Report 2015' by Abraham Witana, Kaiwhakahaere – Mātauranga Māori, on behalf of the Chairman, and dated 4 March 2016, be received.

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**ITEM: 8.5**

Page 2 of 4

**Report:**

The committee's terms of reference (clause 16, page 7) requires that the committee, through the Chairman, provides a report to council, as outlined below:

*'The committee, through the chair will report to the council in the last quarter of each year. The report will outline work undertaken, number of meetings held and attendance, the group's achievements, and any issues it wishes to consider further.'*

Below is a summary of the committee's work programme and achievements. The committee was asked to provide feedback on this summary and provide its endorsement for the Chairman to provide this report to council.

**Outline of work undertaken during 2015–2016**

1. Committee meeting schedule:

During 2014 the committee undertook and completed its terms of reference which was endorsed by council in February 2015.

The approved terms of reference articulates a clear Mission Statement (Te Kaupapa), Vision Statement (Te Pae Tawhiti), Values (Ngā Tikanga) and Goals (Ngā Whainga) for the committee. The work programme of the committee has been derived from this strategic direction.

To date the committee has held five formal committee meetings, three targeted workshops, three non-elected member caucus sessions, and four marae based workshops.

Highlights of the committee's meetings and workshops are summarised below:

- A. The formal committee meetings have been well attended by members. Actions from these meetings have been recorded and are reported on to the committee and council.
- B. The three targeted workshops consisted of:
  - Notification and workshopping on council's Long Term Plan 2015–2025; and
  - Two collaborative workshops (council and the committee) on oil exploration activities and regulations.
- C. The dedicated caucusing sessions provided an opportunity for the non-elected members of the committee to discuss the formal committee agenda and wider issues of interest.

**ITEM: 8.5**

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- D. Four marae based workshops have been held at marae across the region, those being at Ngataki in the Far North, Te Rawhiti in the Bay of Islands, Omanaia in the Hokianga, and Tuparehuia in Whangaruru. Each workshop and its agenda were developed by committee members from the respective area. Participation and feedback by local whānau and hapū representatives has been positive.

Issues raised at these workshops were either noted or responded to by councillors or staff in attendance. A full report highlighting the issues raised and responses provided is presented as an agenda item at a formal committee meeting.

These issues are then actioned by council with a response then provided to the hosting marae and committee members from the host marae and hapū.

2. Capacity building workshops:

In order to better understand council's roles and functions the committee was provided with a presentation from the Chief Executive Officer outlining the council's roles and responsibilities.

The committee also received a number of presentations on council's key projects such as council's Long Term Plan 2015–2025, Waiora Northland Water, Hazard Mapping Project, and the Regional Plans Review, including the Regional Pest Management Strategy.

3. Specific projects and advice:

The following is a list of specific projects the committee has undertaken:

- A. A working party consisting of Members Samuels, Kake, Miru, and Shortland was established to review and make recommendations to the committee as to best practice models for council to enable effective engagement of Māori in its plan and policy development.

The working party has assessed the engagement models of the regions and a number of other councils' processes from across New Zealand (as to how they involve Māori in their respective plan processes).

At this stage the working party is advancing a model of engagement which is built around the model used during the 10 year review of the Proposed Regional Policy Statement for Northland. In the main being, Ma te Māori mo te Māori - by Māori for Māori.

It is anticipated that the committee will make recommendations to council shortly on how to best seek Māori input into the three key planning documents under development over the next 12 months.

- B. The committee has also appointed Members Shortland and Wright to provide oversight of the tangata whenua section of the Regional Plan change at the Regional Policy Committee workshops from a tangata whenua perspective.

**ITEM: 8.5**

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- C. In line with the committee's terms of reference, the committee has provided advice on topics including the Te Ture Whenua Māori Land Act Review and ensuring the views of Māori are taken into account in the exercise of council functions such as council's regional plans process.

**ISSUE: Receipt of Committee Minutes**

**ID:** A821079

**To:** Council Meeting, 15 March 2016

**From:** Chris Taylor, Governance Support Manager

**Date:** 4 March 2016

<b>Report Type:</b>	<input checked="" type="checkbox"/>	Normal operations	<input type="checkbox"/>	Information	<input type="checkbox"/>	Decision
<b>Purpose:</b>	<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
<b>Significance</b>	<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:

- Regional Transport Committee – 3 February 2016;
- Te Tai Tokerau Māori Advisory Committee – 11 February 2016; and
- Finance Committee – 16 February 2016.

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:**

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That the unconfirmed minutes of the:

- Regional Transport Committee – 3 February 2016;
- Te Tai Tokerau Māori Advisory Committee – 11 February 2016; and
- Finance Committee – 16 February 2016

be received.

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**ISSUE: Business with the Public Excluded**

**ID:** A821158

**To:** Council Meeting, 15 March 2016

**From:** Chris Taylor, Governance Support Manager

**Date** 4 March 2016

**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:**

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

Item No.	Item Issue	Reason\Grounds
10.1	Confidential Minutes of the Council Meeting – 16 February 2016	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	<p>The reason for excluding the public from the Economic Development Working Party (10 February 2016) is the public conduct of the proceedings would be likely to result in the disclosure of information, the withholding of which is necessary to allow the council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) 7(2)(i).</p> <p>The reason for excluding the public from the Finance Committee meeting (16 February 2016) are as stated in the minutes of the open section of that meeting.</p>

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	Opening Ceremony and Naming of Kotuku Dam	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest 7(2)(c)(ii).
10.5	Investment and Growth Reserve: Feasibility and Business Case Assessment – Waipoua Forest Tourism Strategy	The public conduct of the proceedings would be likely to result in the disclosure of information, the withholding of which is necessary to allow the council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) 7(2)(i).

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