

## NORTHLAND REGIONAL COUNCIL

# Agenda

For meeting to be held in the Council Chamber,  
36 Water Street, Whangārei, on Monday 20 March 2017,  
commencing at 10.30am

**Recommendations contained in the council agenda are NOT council decisions.  
Please refer to council minutes for resolutions.**

### OPEN MEETING

Item		Page
1.0	<b>APOLOGIES</b>	-
2.0	<b>DECLARATIONS OF CONFLICTS OF INTEREST</b>	-
3.0	<b>PRESENTATIONS</b>	1–2
	3.1 Northland Region Economic Profile – 2016 Update	-
	3.2 Provision of a Rubbish Barge in the Bay of Islands	3–8
	3.3 Twin Coast Cycle Trail: Progress to February 2017	-
4.0	<b>HEALTH AND SAFETY REPORT</b>	9–10
5.0	<b>COUNCIL MINUTES/ACTION SHEET/COUNCIL WORKING PARTY UPDATE</b>	
	5.1 Confirmation of Minutes of the Council Meeting – 21 February 2017	11–22
	5.2 Receipt of Action Sheet	23–24
	5.3 Council Working Party Update	25–26
6.0	<b>FINANCIAL REPORTS</b>	
	6.1 Financial Report to 28 February 2017	27–32
	6.2 Northland Inc. Limited – Six Month Financial Report and Reporting Against Statement of Intent (SOI) for 2016–2019	33–36
	6.3 Regional Software Holdings Limited Report to Shareholders for the Six Months to 31 December 2016	37–38

<b>7.0</b>	<b>DECISION MAKING MATTERS</b>	
7.1	Adoption of Standing Orders	39–44
7.2	Adoption of Code of Conduct	45–48
7.3	2019 Electoral System	49–52
7.4	Local Governance Statement	53–56
7.5	Adoption of Communications Protocol	57–58
7.6	Northland Sailor of the Year 2017	59–62
7.7	Wairua Catchment NRC Collaboration with DOC/Fonterra: Living Waters Partnership (LWP) in Delivery of Farm Plans and Associated Funding	63–68
7.8	2017 Local Government New Zealand Conference	69–70
7.9	Rural Broadband Initiative 2 and Mobile Black Spot – Invitation to Co-fund and/or Assist	71–74
7.10	Contributing to the Legal Costs of GMO Court of Appeal Defence	75–78
7.11	Regional Transport Committee Members and Alternate Members	79–82
7.12	Re-establishment of TTMAC	83–90
<b>8.0</b>	<b>OPERATIONAL REPORTS</b>	
8.1	Chairman’s Report to Council	91–94
8.2	Chief Executive Officer’s Report to Council	95–118
8.2.1	Highlights	95
8.2.2	CEO’s Office	95
8.2.3	Corporate Excellence	96
8.2.4	Regulatory Services	96
8.2.5	Environmental Services	101
8.2.6	Strategy and Governance	106
8.2.7	Customer Service – Community Resilience	110

<b>9.0</b>	<b>RECEIPT OF COMMITTEE/SUBCOMMITTEE MINUTES</b>	119–120
<b>10.0</b>	<b>BUSINESS WITH THE PUBLIC EXCLUDED</b>	121–122
<b>10.1</b>	Confirmation of Confidential Minutes – Council Meeting 21 February 2017	123–126
<b>10.2</b>	Human Resources Report	127–130
<b>10.3</b>	Appointment of Northland Inc. Ltd Directors	131–134
<b>10.4</b>	Potential MOU with China Railway	135–136

<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>HSNO</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>HSWA</b> - Health and Safety at Work Act 2015</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>PCBU</b> – Person Conducting Business or Undertaking</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>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>TAG</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>WSMP</b> – Workplace Safety Management Practices</p> <p><b>WWTP</b> - Wastewater Treatment Plant</p>
---	---

**TITLE:** Presentations  
**ID:** A929943  
**To:** Council Meeting, 20 March 2017  
**From:** Chris Taylor, Governance Support Manager  
**Date:** 13 March 2017

---

### **Executive summary**

The following presentations will be presented to council:

- 3.1 Northland Region Economic Profile – 2016 Update by Darryl Jones, Economist.
  - 3.2 Provision of a Rubbish Barge in the Bay of Islands by Jim Lyle, Harbourmaster. Background information **attached**.
  - 3.3 Twin Coast Cycle Trail: Progress to February 2017 by Far North District Council staff members.
- 
- 

### **Recommendation**

1. That the presentations be received.
- 

### **Attachments:**

- . 3.2 – *Provision of a Rubbish Barge in the Bay of Islands*
- 

### **Authorised by Group Manager:**

**Name:** Jonathan Gibbard  
**Title:** Group Manager – Strategy and Governance  
**Date:** 13 March 2017



**TITLE: Provision of a Rubbish Barge in the Bay of Islands****ID:** A925097**To:** Council Meeting, 20 March 2017**From:** Jim Lyle, Regional Harbourmaster**Date:** 25 January 2017

---

**Executive summary**

The purpose of this report is to provide an update to the council on the rubbish barge service in the Bay of Islands during the summer peak season.

---

**Recommendation**

1. That the report 'Provision of a Rubbish Barge in the Bay of Islands' by Jim Lyle, Regional Harbourmaster, and dated 25 January 2017, be received.

---

**Background:**

Prior to 2012 an unmanned rubbish barge was anchored in the outer Bay of Islands during peak summer months to facilitate the disposal of rubbish by the large number of vessels that visit the Bay. The service was a joint venture between Northland Regional Council (NRC), Far North District Council (FNDC) and the Department of Conservation (DOC).

The arrangement was meant to be self-policed with an honesty payment system, but was frequently misused (80% of users didn't pay) and costs increased for DOC, FNDC and NRC each year. Eventually the condition of the barge deteriorated to the point that it was not feasible to continue this facility during the summer of 2011/12, and it was not cost effective to repair the barge.

During the 2011/12 summer, the resumption of a rubbish service was requested from several quarters. However, the three main parties, FNDC, DOC and NRC were not prepared to provide a free service and continue to subsidise the rubbish barge at the pre-2011 levels.

For the 2012/13 summer, the NRC Harbourmaster contracted a local barge operator, Roffey Construction Limited, to provide a manned service. This was the only barge with the required equipment and layout that was available for the period required. The original plan was for a three day a week service, starting on Boxing Day until demand dropped off towards the end of January. East West Waste (now Waste Management Ltd) agreed to be the main shore contractors and had the required facilities and equipment. Various trials of the best method of storing and transferring the rubbish were completed to streamline the service. A meeting with the three main stakeholders, DOC, NRC and FNDC agreed the basis of the service.

**ITEM: 3.2**

Page 2 of 5

**The Barge Service:**

The service is not provided free, all rubbish bags must be paid for, and additionally recyclables are also charged a nominal fee. The fee is \$5 per bag, which supplements the cost of the service. In addition to supplying the service to yachts and launches around the Bay, the barge also visits the three DOC campgrounds on Urupukapuka Island.

Russell Radio supports the operation by broadcasting the location of the barge and its schedule frequently. Initially the barge roamed around the Bay but this caused some confusion, so the barge now remains in one location once it has visited the campsites.

DOC support the service financially, as well as being supportive of the concept. FNDC support by taking on the disposal of the rubbish.

This established service has now been running since the 2012/13 year to date, 2017, and has been received positively. It is weather dependent, and also works around the peak statutory days to minimise costs from Waste Management Ltd, so there can be some variability. The next improvement planned is to improve access to the dates and times the barge will be onsite. We are looking at some form of social media, Facebook or otherwise that people can check directly on their phones, updated that morning.

**Funding:**

NRC's budget for the service was \$25,000 in 2012. At the time of budgeting previous costs were used, the type of service had not been finalised, and possible capital purchase of a barge was also being looked at. The debris disposal budget for the Bay of Islands now sits at \$15,000, which also covers derelict vessel and other debris disposal. The net cost for the rubbish barge to NRC has reached \$9.5k per annum



**ITEM: 3.2**

Page 3 of 5

after costs, with a slight increase this year due to increased running hours. Recyclables also increased this year, which could be read as an increase in the happiness of visitors.

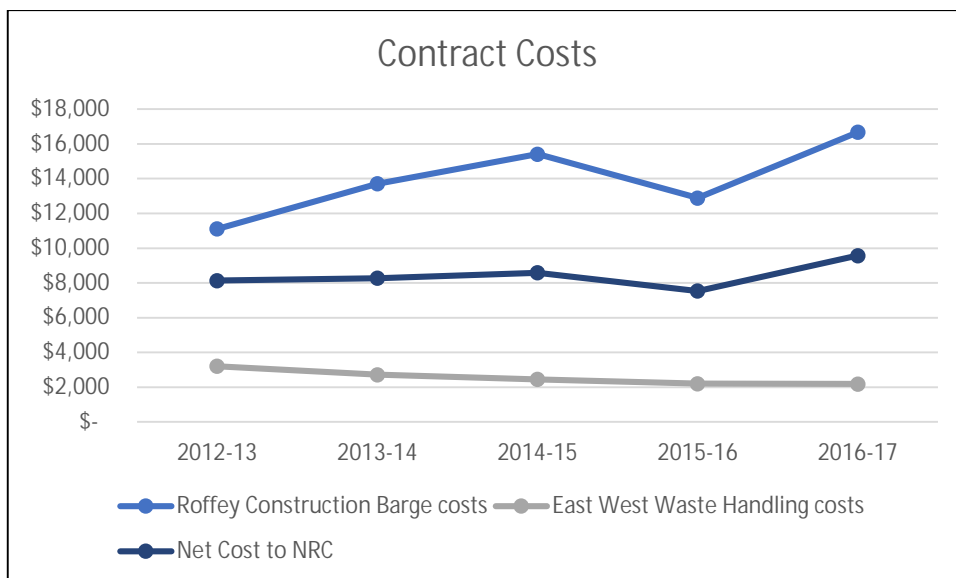
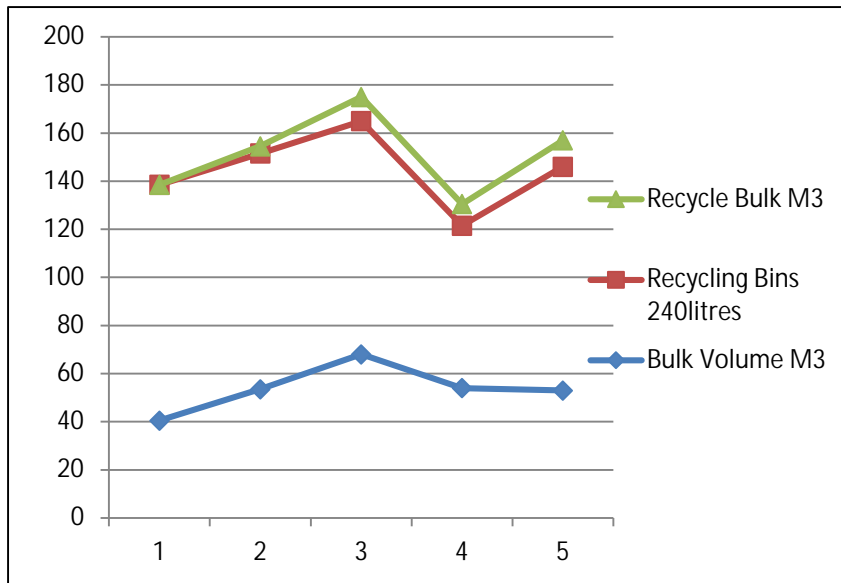
Recycling made up 43.6% of this year's volume. No complaints have been received regarding the cost per bag. Five dollars is an easy to handle amount, and while an increase will be warranted at some point, small change (coins) adds to difficulties. We also want to encourage its use, rather than dumping.

Due to the service being made available direct to campers, DOC agreed to support the service with their contribution varying slightly as the costs change. FNDC covers all recycling costs.

To date, costs are as follows:

<b>Summary Bay of Islands Rubbish Barge</b>					
	2012-13	2013-14	2014-15	2015-16	2016-17
Roffey Construction barge costs	\$11,115	\$13,714	\$15,416	\$12,885	\$16,677
Takings for rubbish	-\$2,185	-\$3,558	-\$4,672	-\$4,096	-\$4,683
East West Waste handling costs	\$3,201	\$2,720	\$2,446	\$2,201	\$2,183
DOC funding	-\$4,000	-\$4,600	-\$4,600	-\$3,450	-\$4,600
<b>Net cost to NRC</b>	<b>\$8,131</b>	<b>\$8,276</b>	<b>\$8,590</b>	<b>\$7,540</b>	<b>\$9577</b>
Bulk volume M3	40.5	53.5	68	54	53
Recycling bins 240 litres	98	98	97	67.5	93
Recycle bulk M3	0	3	10	9	11
Barge hours run	36.5	36.5	44.3	36.8	43.4
Standby	50.5	50.5	45.45	38.45	48.1
Days operation	11	11	11	12	11

*Note: Costs include GST.*



*Note: Costs include GST.*

It is recommended that this established service be continued, on the same basis of a manned mobile operation and partial user pays.

**Legal compliance and significance assessment:**

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

With reference to section 79 of the Local Government Act 2002, this matter is considered to be of low significance under council policy as it is a matter of day to day operations provided for in the council’s Long Term Plan.

**Authorised by Group Manager:**

**Name:** Tony Phipps

**Title:** Group Manager – Customer Service and Community Resilience

**Date:** 28 February 2017



**TITLE:** Health and Safety Report  
**ID:** A927377  
**To:** Council Meeting, 20 March 2017  
**From:** Tracey Warboys, Health and Safety Specialist  
**Date:** 7 March 2017

---

---

### **Executive summary**

This report provides an update from the Health and Safety Specialist for the month of February 2017.

---

---

### **Recommendation**

That the 'Health and Safety Report' by Tracey Warboys, Health and Safety Specialist, dated 7 March 2017 be received.

---

### **Background:**

#### **Summary of events (items of note)**

Total of seven reports for the period – decrease in hazard reporting (5 vs 4), one lost time injury (LTI), and one medical treatment (MTI):

- LTI of one day - employee suffered minor back strain picking up three paper ream boxes,
- MTI – employee trying to secure cat when cat bite occurred.
- Correct handling procedure advised in Incident Alert as a result of staff member inadvertently picking up toner cartridge in the incorrect manner.

#### **WorkSafe**

The proposed Safety Star rating initiative has completed its pilot programme and the Minister for ACC and Workplace Relations and Safety, ACC and the WorkSafe board will decide on the next steps.

Nil advice of legislative changes.

#### **Policy Review**

Smoke-free Policy reviewed and updated in consultation with EMT and Health and Safety Health Committee, along with implementing the revised Children in the Workplace procedure.

#### **Health and Safety Committee**

Committee meeting held 24 February 2017. Well-being sub-committee established with reps driving this internal programme. Initial survey of staff will help us understand what the programme should look like.

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

- Quarterly inspections undertaken by H&S Committee. General housekeeping issues corrected at time of inspections.
- Site visits/events - nil issues.
- Health monitoring - looking to secure dates to undertake annual flu programme.

---

**Authorised by Group Manager**

**Name:** Dave Tams

**Title:** Group Manager – Corporate Excellence

**Date:** 7 March 2017

**TITLE:** Confirmation of Council Minutes – 21 February 2017  
**ID:** A928808  
**To:** Council Meeting, 20 March 2017  
**From:** Chris Taylor, Governance Support Manager  
**Date:** 9 March 2017

---

### **Executive summary**

The purpose of this report is to present for confirmation the minutes of the council meeting held on 21 February 2017.

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

---

### **Recommendation**

1. That the minutes of the council meeting held on 21 February 2017 be confirmed as a true and correct record.
- 

### **Attachments:**

- *Council Minutes – 21 February 2017*
- 

### **Authorised by Group Manager:**

**Name:** Jonathan Gibbard  
**Title:** Group Manager – Strategy and Governance  
**Date:** 13 February 2017





## NORTHLAND REGIONAL COUNCIL

Minutes of the ordinary meeting of the council  
held in the Council Chamber, 36 Water Street, Whangārei,  
on Tuesday 21 February 2017, commencing at 10.30 am

**Present:**

Chairman, Bill Shepherd  
Deputy Chairman, David Sinclair  
Councillors:  
John Bain  
Justin Blaikie  
Mike Finlayson  
Penny Smart  
Rick Stolwerk  
Joce Yeoman

**In Attendance:****Full Meeting**

Chief Executive Officer  
GM – Strategy and Governance  
GM – Regulatory Services  
GM – Corporate Excellence  
GM – Environmental Services  
GM – Customer Service/Community Resilience  
Finance Manager  
Financial Accountant  
Executive Assistant – Customer Service/Community Resilience

**Part Meeting**

Northland Inc. Limited Chairman  
Northland Inc. Limited Chief Executive  
Northland Inc. Limited GM Investment and Infrastructure  
Northland Inc. Limited Business Analyst  
Communications Manager  
Economist

There were 29 others present.

*The Chairman declared the meeting open at 10.30 am.*

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

That the apology from Councillor Paul Dimery for non-attendance be received.

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

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

**Tabled Item for Council Meeting – 21 February 2017 (Item 2.0A)****ID: A922078****Report from Group Manager – Corporate Excellence, Dave Tams.****Moved (Shepherd/Sinclair)**

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

- **Tabled Item 6.8:** Deloitte Audit Proposal for Northland Regional Council be received.

**Carried****Presentations (Item 3.0)****ID: A918973****Moved (Sinclair/Shepherd)**

That the presentations:

- 3.1 Signing of MOU between Department of Conservation and Northland Regional Council;
- 3.2 Dust Mitigation by Colin Dall, Group Manager – Regulatory Services;
- 3.3 Marsden Maritime Holdings – Analysis of Information and Trends by Simon Crabb, Finance Manager; and
- 3.4 Storyhunters by Natasha Stubbing, Events and Partnership Co-ordinator;

be received.

**Carried****Health and Safety Report (Item 4.0)****ID: A919249****Report from Health and Safety Specialist, Tracey Warboys.****Moved (Finlayson/Stolwerk)**

1. That the 'Health and Safety Report' by Tracey Warboys, Health and Safety Specialist, and dated 3 February 2017, be received.

**Carried****Confirmation of Council Minutes – 13 December 2016 (Item 5.1)****ID: A917643****Report from Governance Support Manager, Chris Taylor.****Moved (Bain/Sinclair)**

1. That the minutes of the council meeting held on 13 December 2016 be confirmed as a true and correct record.

**Carried**

**Receipt of Action Sheet (Item 5.2)**

ID: A917630

Report from Governance Support Manager, Chris Taylor.

Moved (Stolwerk/Sinclair)

1. That the council action sheet be received.

Carried

**Marine Protection in Northland (Item 6.1)**

ID: A915466

Report from Group Manager – Strategy and Governance, Jonathan Gibbard.

Moved (Sinclair/Stolwerk)

1. That the report 'Marine Protection in Northland' by Jonathan Gibbard, Group Manager - Strategy and Governance, and dated 19 January 2017, be received.
2. That council acknowledges the potential positive impact on community well-being and economic development of the region through the creation of Marine Parks or Reserves along the Northland coastline.
3. That council leads an initial investigation into the current status of existing community lead marine reserve and marine park proposals, to identify how council can best support the establishment of additional marine reserves/parks along the Northland coastline.
4. That this investigation be undertaken by the Marine Management Working Party and that the working party provide recommendations back to council in time for any additional resource requirements to be included for consideration in the council's 2018–28 Long Term Plan.

Carried

**Investment and Growth Reserve: Investment Proposal – Hundertwasser Art Centre (Whangārei) (Item 6.2)**

ID: A919429

Report from Economist, Darryl Jones.

Moved (Sinclair/Stolwerk)

1. That the report 'Investment and Growth Reserve: Investment Proposal – Hundertwasser Art Centre (Whangārei)' by Darryl Jones, Economist, and dated 13 February 2017, be received.
2. That council agree to provide Impact Investment financing of up to \$1,500,000 (excl GST) from the Investment and Growth Reserve (IGR) to support the Hundertwasser Art Centre (HAC) project.
3. That the Chief Executive Officer be delegated the authority to negotiate and arrange the conditions of the investment to include the following conditions:
  - i. The drawdown period of the funds to begin at the commencement of the construction of the HAC and at a rate of \$150,000 per quarter.

- ii. These quarterly progress payments will be made on the basis of works completed.
- iii. A formal commitment from Whangarei Art Museum Trust that should the HAC ever be sold to a private operator the \$1.5M financial investment by Northland Regional Council will become repayable on settlement of sale.
- iv. The development of an agreed list of performance and quarterly reporting mechanisms.
- v. The appointment of a Northland Regional Council representative to the independent board operating the HAC.

#### **Amendment Moved (Bain/Blaikie)**

1. That the report 'Investment and Growth Reserve: Investment Proposal –Hundertwasser Art Centre (Whangārei)' by Darryl Jones, Economist, and dated 13 February 2017, be received.
2. That council offer the Hundertwasser Project Team the following contract terms:
  - i. NRC will provide \$1,500,000 (excl GST), which will be an interest free loan.
  - ii. That the loan be uplifted once construction contracts have been let and the building started.
  - iii. That the repayments begin the first day of operation, or opening, and will be 20% of all entrance fees, donations, bequests or any fund raising activity from that point onwards until the loan is repaid in full.
  - iv. That NRC will have full access to all financial information of the project until the complete repayment has been achieved.
  - v. That NRC will have an appointee to the controlling board up until the load is repaid, that person can be either a board member or employee.

#### **Amendment lost**

#### **The original motion was then put and carried**

*Secretarial Note: Cr Bain abstained from voting on the original motion.*

## **Investment and Growth Reserve: Feasibility Assessment and Business Case Developments – Otuihau (Whangārei Falls) Cultural Experience and Northland Indigenous Wood Products Pilot Study (Item 6.3)**

**ID: A918747**

**Report from Policy Analyst, Jon Trewin.**

**Moved (Stolwerk/Finlayson)**

1. That the report 'Investment and Growth Reserve: Feasibility Assessment and Business Case Developments – Otuihau (Whangārei Falls) Cultural Experience and Northland Indigenous Wood Products Pilot Study' by Jon Trewin, Policy Analyst, and dated 3 February 2017, be received.
2. That council agrees to provide \$20,000 from the Investment and Growth Reserve to Northland Inc. to support the development of a business case for the cultural experience at Otuihau (Whangārei Falls) project outlined in Attachment 1 pertaining to Item 6.3 of the 21 February 2017 council agenda.
3. That council agrees to provide \$50,000 from the Investment and Growth Reserve to Northland Inc. to support the development of the Northland Indigenous Wood Products Pilot Study outlined in Attachment 2 pertaining to Item 6.3 of the 21 February 2017 council agenda.

**Carried**

## **Investment and Growth Reserve – Options for Increasing Funds Available for Allocation (Item 6.4)**

**ID: A919598**

**Report from Economist, Darryl Jones.**

**Moved (Sinclair/Yeoman)**

1. That the report 'Investment and Growth Reserve – Options for Increasing Funds Available for Allocation' by Darryl Jones, Economist, and dated 13 February 2017, be received.
2. That council agrees to use the investment income obtained from council's Community Investment Fund to supplement the IGR in 2016/17 and 2017/18.
3. That decisions on other funding options for the IGR be included for consideration in council's Long Term Plan 2018–2028.

**Carried**

## **Triennial Agreement (Item 6.5)**

**ID: A916493**

**Report from Group Manager – Strategy and Governance, Jonathan Gibbard.**

**Moved (Shepherd/Sinclair)**

1. That the report 'Triennial Agreement' by Jonathan Gibbard, Group Manager – Strategy and Governance, and dated 19 January 2017, be received.
2. That council approve the Chairman to sign the Triennial Agreement on behalf of council.

**Carried**

## **Top of the North Marine Biosecurity Partnership (Item 6.6)**

**ID: A918826**

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

**Moved (Sinclair/Bain)**

1. That the report 'Top of the North Marine Biosecurity Partnership' by Don McKenzie, Biosecurity Manager, and dated 3 February 2017, be received.
2. That delegation be given to the CEO to sign the Top of the North Marine Biosecurity Partnership Agreement on behalf of council.

**Carried**

*Secretarial Note: Items 7.1 and 7.2 were addressed prior to Item 6.7 to allow for attendance via video conference.*

## **Mangrove Removal Fund Allocation (Item 6.7)**

**ID: A920877**

**Report from Group Manager – Strategy and Governance, Jonathan Gibbard.**

**Moved (Bain/Stolwerk)**

1. That the report 'Mangrove Removal Fund Allocation' by Jonathan Gibbard, Group Manager – Strategy and Governance, and dated 14 February 2017, be received.
2. That the Group Manager – Environmental Services, in consultation with the Natural Resources Working Party, allocate the remaining \$15,944 of unallocated funds to support other individuals or community organisations that wish to apply for resource consents to remove mangroves by funding of consent applications and fees.

**Carried**

## **Deloitte Audit Proposal for Northland Regional Council**

**(Tabled Item 6.8)**

**ID: A920817**

**Report from Group Manager – Corporate Excellence, Dave Tams.**

**Moved (Shepherd/Sinclair)**

1. That the report 'Deloitte Audit Proposal for Northland Regional Council' by Dave Tams, Group Manager – Corporate Excellence, dated 17 February 2017, be received.
2. That the Chair be authorised to engage with Deloitte on the basis outlined in Deloitte's proposal to The Office of the Auditor General for the duration of the proposal which is three years.

**Carried**

**Financial Report to 31 December 2016 (Item 7.1)****ID: A919013****Report from Financial Accountant, Vincent McColl.****Moved (Sinclair/Bain)**

1. That the 'Financial Report to 31 December 2016' by Vincent McColl, Financial Accountant, and dated 9 February 2017, be received.

**Carried****Far North District Council Collection of Regional Council Rates and Rate Arrears – Update to 31 December 2016 (Item 7.2)****ID: A918057****Report from Finance Manager, Simon Crabb.****Moved (Shepherd/Sinclair)**

1. That the report 'Far North District Council Collection of Regional Council Rates and Rate Arrears – Update to 31 December 2016' by Simon Crabb, Finance Manager, and dated 9 February 2017, be received.

**Carried**

*Secretarial Note: NRC CEO Malcolm Nicolson formally requested a report from FNDC providing projections for the end of year.*

**Community Investment Fund – Introduction of Pioneer Capital Partners Fund (Item 7.3)****ID: A917947****Report from Finance Manager, Simon Crabb.****Moved (Sinclair/Bain)**

1. That the report 'Community Investment Fund – Introduction of Pioneer Capital Partners Fund' by Simon Crabb, Finance Manager, and dated 7 February 2017, be received.
2. That the Pioneer Capital Partners fund is introduced into the CIF SIPO, and \$500,000 is committed to this fund from the CIF Mint Diversified Income Fund.

**Carried****Chairman's Report to Council (Item 8.1)****ID: A919817****Report from Chairman, Bill Shepherd.****Moved (Shepherd/Blaikie)**

1. That the report 'Chairman's Report to Council' by the Chairman, Bill Shepherd, and dated 9 February 2017, be received.

**Carried**

**Chief Executive's Report to Council (Item 8.2)**

ID: A917280

Report from PA/Team Administrator – Strategy and Governance, Sally Bowron.

Moved (Shepherd/Blaikie)

1. That the report 'Chief Executive's Report to Council' and dated 9 February 2017, be received.

Carried

**Receipt of Subcommittee Minutes (Item 9.0)**

ID: A920107

Report from Governance Support Manager – Chris Taylor.

Moved (Smart/Blaikie)

1. That the unconfirmed minutes of the Investment Subcommittee held on 3 February 2017 be received.

Carried

**Council Working Party Update (Item 10.0)**

ID: A919554

Report from Group Manager – Strategy and Governance, Jonathan Gibbard.

Moved (Stolwerk/Finlayson)

1. That the report 'Council Working Party Update' by Jonathan Gibbard, Group Manager – Strategy and Governance, and dated 8 February 2017, be received.

Carried

**Business with the Public Excluded (Item 11.0)**

ID: A920839

Report from Governance Support Manager, Chris Taylor.

Moved (Bain/Sinclair)

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

Item No.	Item Issue	Reason\Grounds
11.1	Confirmation of Confidential Minutes of the Council Meeting – 13 December 2016	The reasons for excluding the public are as stated in the minutes of the open section of the meeting.
11.2	Human Resources Report	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect the privacy of natural persons, including that of deceased natural persons 7(2)(a).



- |      |  |  |
|------|--|--|
| 11.3 | Establishment of Mid-North Customer Service Centre – Waipapa Opportunity | 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 2.00 pm.

Unconfirmed Minutes



**TITLE:**     **Receipt of Action Sheet**  
**ID:**         A928813  
**To:**         Council Meeting, 20 March 2017  
**From:**      Chris Taylor, Governance Support Manager  
**Date:**      9 March 2017

---

**Executive summary**

The purpose of this report is to enable the council to receive the current council action sheet.

---

**Recommendation**

1. That the council action sheet be received.
- 

**Attachments:**

- *Council Action Sheet*
- 

**Authorised by Group Manager:**

**Name:**       Jonathan Gibbard  
**Title:**       Group Manager – Strategy and Governance  
**Date:**       13 March 2017

## Council Actions new

IRISID	Current Status	Request Date	Reso/Req	Description	Request Details	Note Text	Date of Note	Requested By
REQ.577425	Closed	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).	Complete/On-going. Further reporting will be monthly via the Chief Executive's Report.	10 Mar 2017	Council
REQ.580031	Open	15 Mar 2016	REQ	Hundertwasser Kawakawa	That council meet with Far North Holdings Limited to discuss progress of the Hundertwasser Kawakawa project.	Awaiting decision by Northland Inc Board on business case and funding recommendation.	10 Mar 2017	Council
REQ.581006	Closed	21 Jun 2016	REQ	Marsden Maritime Holdings Limited (MMH)	That a performance review be undertaken of MMH at such time the Annual Report for 2016 has been received.	Complete. Presented to the February 2017 council meeting.	10 Mar 2017	Council
REQ.581136	Closed	27 Jun 2016	RESO	Technical Report requested	That the Environmental Management Committee supports changes to planning and Northland Roding Forum allocation processes to assist with the mitigation of dust on roads and that a technical report by NRC staff be prepared.	Complete. Presentation provided to the February 2017 council meeting.	10 Mar 2017	Environmental Management Committee
REQ.582856	Closed	13 Dec 2016	RESO	Northland Sailor of the Year	That the concept of the Northland Sailor of the Year be reviewed.	The award to be presented to the 2017 Sailor of the Year, then discontinued.	13 Mar 2017	Council
REQ.583825	Open	21 Feb 2017	RESO	Marine Protection in Northland	That the Marine Management Working Party undertakes an initial investigation in to the current status of existing community lead marine reserve and marine park proposals, to identify how council can best support the establishment of additional marine reserves/parks along the Northland coastline.			Council
REQ.583826	Open	21 Feb 2017		Council Rates and Rates Arrears	That FNDC provide a report detailing projections of council rates and rate arrears for the end of the year.	Email sent to Janice Smith (FNDC CFO) requesting a report estimating the amount of outstanding current year rates and rate arrears expected at year end, and this report is included in the next FNDC reporting pack to Council (April 2017)	10 Mar 2017	Council

**TITLE:** Council Working Party Update

**ID:** A924810

**To:** Council Meeting, 20 March 2016

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

**Date:** 13 March 2016

---

### **Executive summary**

The purpose of this report is to update council on the recent discussions/activities of its respective working parties. Please note that working parties carry no formal decision-making delegations from the council.

---

### **Recommendation**

That the report 'Working Party Update' by Jonathan Gibbard, Group Manager – Strategy and Governance, and dated 13 March 2017, be received.

---

### **Audit Working Party (Chair Cr Sinclair)**

The Audit Working Party met on 27 February 2017. Topics for discussion included:

- Audit Plan 2017 – Deloitte's outlined the areas of focus identified as part of their overall audit strategy as well as the additional areas of focus as required by the OAG.
- Internal Audit of FNDC Rates – the FNDC CFO provided an update from Far North District Council on their action plan following the internal audit conducted on our behalf by Crowe Howarth.

Following discussion, the working party agreed that the next steps to progress these issues are to:

- After considering the issues raised in the Crowe Howarth report from September 2016, the working party agreed the next step to progress the matter is to send Crowe Howarth back to check that said issues have been progressed.
- Discussion was also had around the collection of rates and the total amount of rates debt that is written off, particularly in the Far North region. The CFO highlighted the work they were currently undertaking, especially with regard to Māori Freehold Land.

### **Pest Management Working Party (Chair Cr Finlayson)**

The Pest Management Working Party met on 1 March 2017. Topics for discussion included:

- CPCA Overview, Toward a 50 Year Plan – 7 in 10, Predator Free NZ Proposal, Key Agencies and Stakeholders, and What's NRC's contribution/role.

Following discussion, the working party agreed that the next steps to progress these issues are to:

- CPCA Overview
  - Staff to liaise with Rick Stolwerk to obtain details of community groups that may wish to join a CPCA.

- Toward a 50 Year Plan – 7 in 10
  - Staff to have a briefing with Justin Blaikie regarding Western Northland and what assistance NRC can provide to support an approach to the Crown.
  - Iwi are placed at the top of the list of stakeholders.
  - Staff to investigate financial side of carbon sink and business models.
- Predator Free NZ Proposal
  - Staff to notify Liz Oliver that NRC wishes to keep the door open and is currently waiting for the Government's response.
- Key Agencies and Stakeholders
  - Presentation to be given after the next council workshop.
- What's NRC's contribution/role
  - NRC will take the leadership role and coordination for all of Northland approach.

### **Natural Resources Working Party (Chair Cr Blaikie)**

The Natural Resources Working Party met on 2 March 2017. Topics for discussion included:

- Current Soil Conservation Program, Soil Conservation Aspirational Program and the Freshwater Improvement Fund.

Following discussion, the working party agreed that the next steps to progress these issues are:

- Current Soil Conservation Program
  - Add to the NRC freshwater reform submission a section questioning the selection of the vulnerable catchments.
- Soil Conservation Aspirational Program
  - Presentation to be given to council on benefits and costs for the Soil Conservation Aspirational Program and a one-page Fact Sheet provided.
  - Seek direction from council on how to rate for the Soil Conservation Aspirational Program.
- Freshwater Improvement Fund
  - Circulate a copy of the Hills to Harbour newsletter to attendees.
  - Produce video series on soil conservation from hill to harbour showing the benefits.
  - Provide seed balling information.

### **Risk and Health and Safety Working Party (Chair Cr Dimery)**

The first Risk and Health and Safety Working Party Meeting for the year is scheduled for 3.00pm on 20 March.2017.

### **Marine Management Working Party (Chair Cr Stolwerk)**

The working party did not meet during this period.

### **Planning Working Party (Chair Cr Yeoman)**

The working party did not meet during this period. However, the Regional Plan has been progressed through full council workshops.

### **Authorised by Group Manager:**

**Name:** Jonathan Gibbard  
**Title:** Group Manager – Strategy and Governance  
**Date:** 13 March 2017

**TITLE: Financial Report to 28 February 2017**

**ID:** A927497

**To:** Council Meeting, 20 March 2017

**From:** Vincent McColl, Financial Accountant

**Date:** 8 March 2017

---

### **Executive summary**

This report is to inform council of the year to date (YTD) financial result to February 2017.

This report is a condensed and concise version of the full financial report. The next full detailed financial report for the nine months to 31 March 2017 will be provided to council at the April 2017 council meeting.

Council has achieved a YTD surplus after transfers to and from reserves of \$651K. This compares to the budgeted surplus of \$867K unfavourably by \$216K. This is predominantly due to lower than budgeted gains on the Property Reinvestment Fund, Infrastructure Investment Fund, and Community Investment Fund of \$657K in total. This is partially offset by higher than budgeted prosecutions income of \$335K, higher investment property income than budgeted of \$89K, higher investment interest income than budgeted of \$108K, and some other revenue and expenditure variances across the organisation.

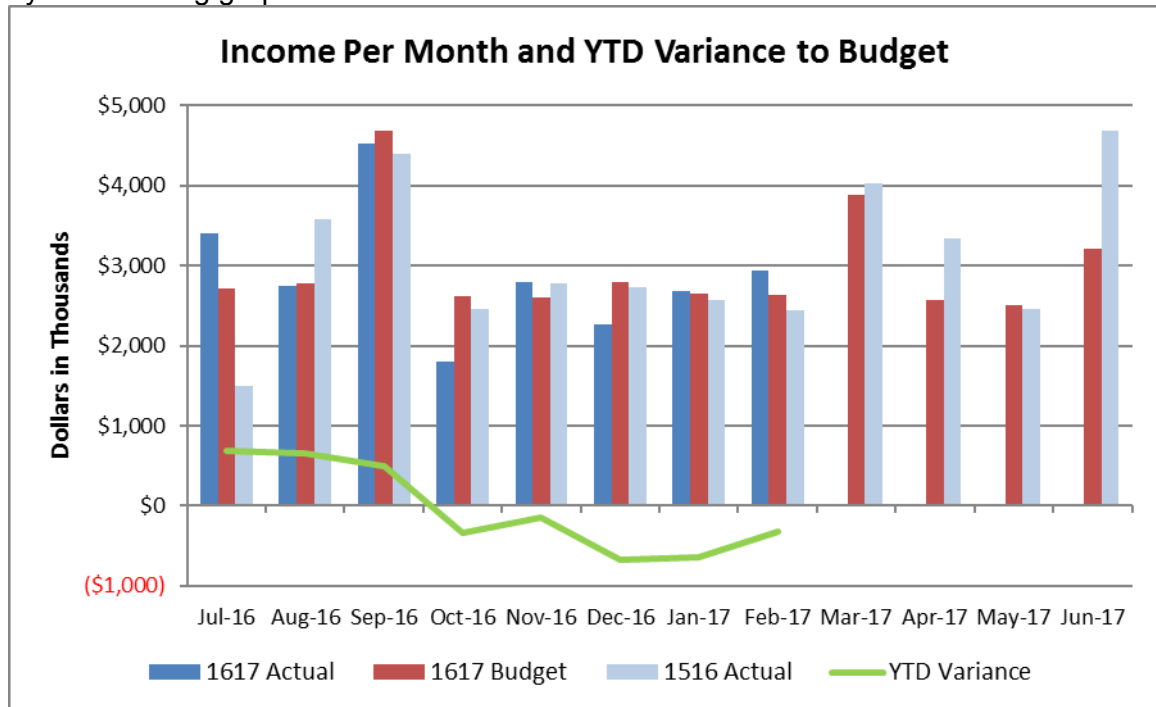
---

### **Recommendation**

1. That the 'Financial Report to 28 February 2017' by Vincent McColl, Financial Accountant, and dated 8 March 2017, be received.
-

**Revenue**

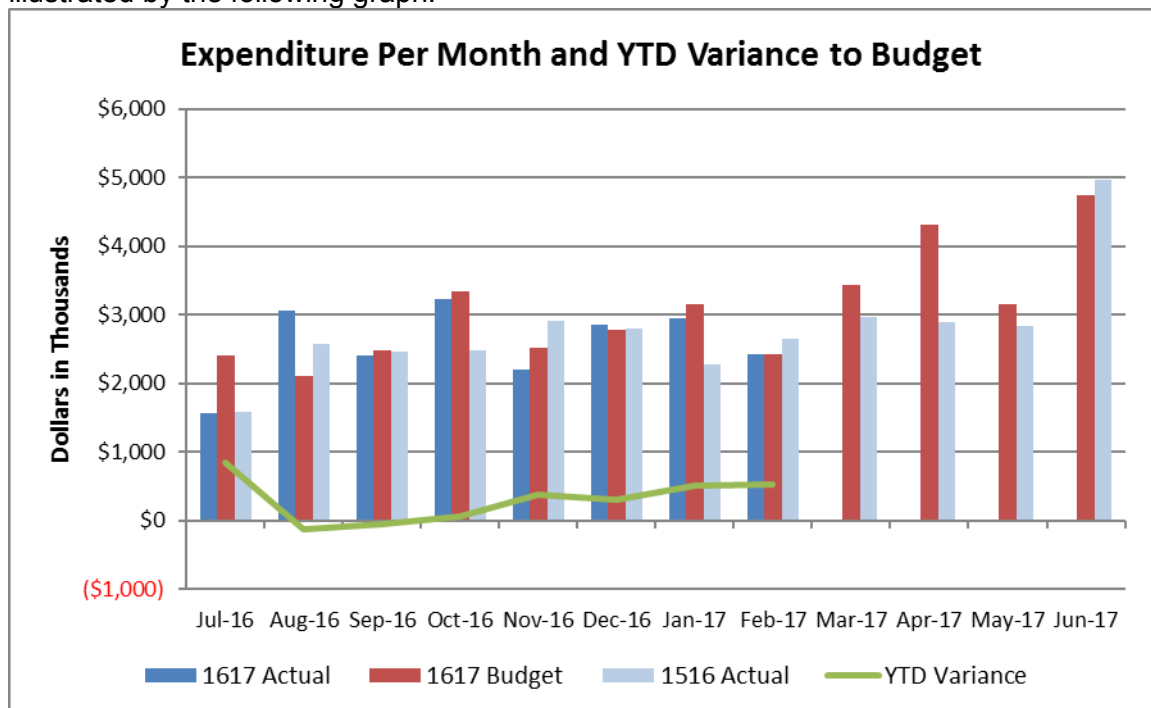
Year to date revenue is \$23.16M which is \$308K or 1% below budget. This is illustrated by the following graph:



In February the externally managed funds improved their position against budget.

**Expenditure**

Year to date expenditure is \$20.67M which is \$527K or 2% below budget. This is illustrated by the following graph:





**ITEM: 6.1**

Page 3 of 3

SUMMARY OPERATING RESULTS			
	000's ACTUAL YTD	000's BUDGET YTD	000's VARIANCE YTD
Revenue (including other gains)	\$ 23,135	\$ 23,465	\$ (329)
Expenditure	\$ 20,671	\$ 21,198	\$ 527
<b>NET (COST)/SURPLUS BEFORE TRANSFERS FROM/(TO) RESERVES</b>	<b>\$ 2,464</b>	<b>\$ 2,266</b>	<b>\$ 198</b>
Transfer From (To) Special Reserves	\$ (1,813)	\$ (1,399)	\$ 414
<b>NET (COST)/SURPLUS AFTER TRANSFERS FROM/(TO) RESERVES</b>	<b>\$ 651</b>	<b>\$ 867</b>	<b>\$ (216)</b>

YTD EXPENDITURE VARIANCE INDICATORS BY COUNCIL ACTIVITY			
<span style="color: red;">■</span> = negative (unfavourable) variance over 10%			
<span style="color: orange;">■</span> = negative (unfavourable) variance under 10%			
<span style="color: green;">■</span> = positive (favourable) variance			
	FAV / UNFAV		FAV / UNFAV
Resource and Catchment Management	4.8%	Transport	1.3%
River Management	1.3%	Community Representation and Engagement	-3.5%
Economic Development	-0.1%	Support Services	-4.9%
Hazard Management	11.1%		

Community Representation and Engagement is unfavourable to budget due to more time being charged to this activity than budgeted.

Support Services are unfavourable to budget due to a redundancy being paid out, more than budgeted aerial photography, costs relating to the management development programme, and more time being charged (via time sheeting) to the Customer Services department.

**Capital Expenditure**

Capital expenditure is \$2.78M for February YTD which is \$975K unfavourable to budget. This includes three unbudgeted property purchases: \$482K for the Kawakawa Hundertwasser property funded from the Investment and Growth Reserve, \$603K for the purchase of a storage facility funded from the Property Reinvestment Fund, and \$373K for commercial property funded from the Property Reinvestment Fund. The Kerikeri River spillway project is not expected to go ahead in this financial year, though some consultants and legal expenses will still be incurred.

**Attachments:**

Attachment one: Council Detailed Report YTD February 2017

Attachment two: Capital Expenditure Reporting YTD February 2017

**Authorised by Group Manager:**

**Name:** Dave Tams

**Title:** Group Manager – Corporate Excellence

**Date:** 8 March 2017

## Council Detailed Report February 2017 YTD

## Monthly Report for Period 8

Total Council	YTD Revised Budget				Full Year Budget	Full Year Revised
	YTD Actual 2016-17	2016-17	Variance	Variance %	Annual Plan 2016-17	Budget 2016-17
<b>Revenue</b>						
Rates	13,810,398	13,758,012	52,386	0%	20,637,017	20,637,017
User Fees and Sundry	3,220,346	3,202,536	17,811	1%	4,505,214	4,409,567
Grants and Subsidies	999,882	891,415	108,467	12%	1,159,370	1,375,536
Investment Interest Income	730,005	648,227	81,778	13%	1,269,389	1,269,389
Investment Property Income	1,558,554	1,469,643	88,911	6%	2,443,941	2,443,941
Dividend Income	1,716,075	1,716,075	-	0%	2,823,221	2,823,221
Property Reinvestment Fund	415,158	1,002,729	(587,571)	-59%	1,504,094	1,504,094
Community Investment Fund Income	541,357	557,333	(15,976)	-3%	836,000	836,000
Infrastructure Reinvestment Fund	165,222	218,543	(53,321)	-24%	327,814	327,814
<b>Total Revenue</b>	<b>23,156,998</b>	<b>23,464,513</b>	<b>(307,516)</b>	<b>-1%</b>	<b>35,506,059</b>	<b>35,626,578</b>
<b>Expenditure</b>						
<b>Resource and Catchment Management</b>						
Biosecurity	1,982,492	2,065,742	83,250	4%	3,279,025	3,286,057
Coastal Monitoring	293,352	218,071	(75,281)	-35%	347,024	346,776
Compliance Monitoring	2,090,931	2,112,615	21,684	1%	3,064,361	3,223,098
Consents Advice	538,511	564,519	26,009	5%	862,344	895,594
Consents Applications	422,803	578,056	155,253	27%	967,706	935,285
Land & Biodiversity	1,545,075	1,797,971	252,896	14%	3,288,609	3,544,541
Planning and Policy	1,092,206	1,051,088	(41,118)	-4%	1,615,506	1,745,135
State of the Environment	942,021	965,734	23,712	2%	1,566,874	1,554,980
<b>Total Resource and Catchment Management</b>	<b>8,907,391</b>	<b>9,353,795</b>	<b>446,404</b>	<b>5%</b>	<b>14,991,447</b>	<b>15,531,466</b>
<b>River Management</b>						
Hydrology	534,516	453,635	(80,881)	-18%	850,688	802,086
River Management	1,516,656	1,624,989	108,333	7%	2,853,664	2,768,738
<b>Total River Management</b>	<b>2,051,172</b>	<b>2,078,624</b>	<b>27,452</b>	<b>1%</b>	<b>3,704,352</b>	<b>3,570,825</b>
<b>Economic Development</b>						
Commercial Investments	417,019	492,992	75,973	15%	818,251	707,271
Economic Development Activities	1,722,681	1,670,205	(52,475)	-3%	2,339,542	4,159,824
Economic Development Projects	200,613	175,192	(25,421)	-15%	403,986	503,986
<b>Total Economic Development</b>	<b>2,340,313</b>	<b>2,338,390</b>	<b>(1,922)</b>	<b>0%</b>	<b>3,561,779</b>	<b>5,371,082</b>
<b>Hazard Management</b>						
Civil Defence and Emergency	575,753	578,293	2,540	0%	936,916	941,909
Natural Hazards	292,194	386,451	94,258	24%	773,706	1,082,898
Oil Pollution Response	77,758	98,933	21,175	21%	158,582	157,804
<b>Total Hazard Management</b>	<b>945,705</b>	<b>1,063,677</b>	<b>117,972</b>	<b>11%</b>	<b>1,869,204</b>	<b>2,182,611</b>
<b>Transport</b>						
Harbour Safety	1,330,142	1,273,267	(56,875)	-4%	1,879,432	1,859,863
Passenger Transport Administration	1,622,598	1,645,088	22,489	1%	2,648,204	2,666,905
Regional Transport Mangement	293,792	371,013	77,221	21%	621,152	581,221
<b>Total Transport</b>	<b>3,246,533</b>	<b>3,289,368</b>	<b>42,835</b>	<b>1%</b>	<b>5,148,788</b>	<b>5,107,989</b>
<b>Community Representation and Engagement</b>						
Community Projects	560,250	570,250	10,000	2%	1,023,306	1,009,055
Community Representation	1,454,145	1,360,984	(93,161)	-7%	1,788,384	2,010,708
Corporate - CEO Office	644,704	475,782	(168,921)	-36%	726,861	719,067
Corporate Strategy	12,434	9,000	(3,434)	-38%	35,000	35,000
Environmental Education	322,706	305,618	(17,089)	-6%	399,681	477,346
Maori Engagement	62,849	230,959	168,110	73%	293,439	358,434
<b>Total Community Representation and Engagement</b>	<b>3,057,088</b>	<b>2,952,593</b>	<b>(104,496)</b>	<b>-4%</b>	<b>4,266,672</b>	<b>4,609,610</b>
<b>Support Services</b>						
Communications	377,784	423,361	45,577	11%	700,610	676,805
Customer Services	339,079	201,502	(137,577)	-68%	304,197	326,373
Finance	1,338,714	1,324,152	(14,562)	-1%	2,982,549	2,851,411
Human Resources	353,910	317,361	(36,549)	-12%	334,362	474,269
Information Management	175,927	196,535	20,608	10%	292,400	292,064
Information Technology	1,353,495	1,320,862	(32,633)	-2%	1,909,021	2,028,115
Online	174,285	150,603	(23,682)	-16%	228,934	228,576
Property	400,553	369,448	(31,105)	-8%	517,216	510,834
Internal Transfers	(4,390,962)	(4,181,825)	209,137	-5%	(6,794,685)	(6,938,448)
<b>Total Support Services</b>	<b>122,785</b>	<b>122,000</b>	<b>(785)</b>	<b>-1%</b>	<b>474,604</b>	<b>450,000</b>
<b>Total Expenditure</b>	<b>20,670,986</b>	<b>21,198,447</b>	<b>527,461</b>	<b>2%</b>	<b>34,016,846</b>	<b>36,823,583</b>
<b>Net (Cost)/Surplus of Services</b>	<b>2,486,011</b>	<b>2,266,066</b>	<b>219,945</b>	<b>10%</b>	<b>1,489,213</b>	<b>(1,197,004)</b>

<i>Total Council</i>	<i>YTD Actual 2016-17</i>	<i>YTD Revised Budget 2016-17</i>	<i>Variance</i>	<i>Variance %</i>	<i>Full Year Budget Annual Plan 2016-17</i>	<i>Full Year Revised Budget 2016-17</i>
<b>Other Gains</b>						
(Loss)/Gain on Disposal of Financial Investments	(21,669)	-	(21,669)	-	-	-
<b>Total Gains</b>	<b>(21,669)</b>	<b>-</b>	<b>(21,669)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net (Cost)/Surplus of Service before transfer from/(to) Special Reserves</b>	<b>2,464,342</b>	<b>2,266,066</b>	<b>198,276</b>	<b>9%</b>	<b>1,489,213</b>	<b>(1,197,004)</b>
<b>Transfers from/(to) Special Reserves</b>						
Transfers from/(to) Land Management	35,952	43,333	7,381	17%	339,500	339,500
Transfers from/(to) Awanui River	(197,101)	(168,757)	28,344	-17%	(65,622)	(65,620)
Transfers from/(to) Kaihu River	(778)	9,944	10,722	108%	20,374	20,373
Transfers from/(to) Kaeo River Reserve	(65,200)	(50,470)	14,730	-29%	(26,603)	(26,601)
Transfers from/(to) Whangarei Urban River Reserve	(183,479)	(268,466)	(84,987)	32%	(388,083)	(388,080)
Transfers from/(to) Waipapa/Kerikeri River Reserve	(194,364)	(167,085)	27,279	-16%	(144,024)	(144,081)
Transfers from/(to) Hatea River Reserve	(25,246)	13,702	38,948	284%	(5,268)	(5,158)
Transfers from/(to) Whangarei Heads Pest Reserve	(21,409)	7,754	29,163	376%	-	8,233
Transfers from/(to) Infrastructure Facilities Reserve	(247,045)	(101,968)	145,077	-142%	(202,991)	(202,991)
Transfers from/(to) Investment and Growth Reserve	228,703	286,291	57,588	20%	251,532	2,068,824
Transfers from/(to) Recreational Facilities Reserve	(797,193)	(792,257)	4,937	-1%	(1,188,385)	(1,188,385)
Transfers from/(to) Property Reinvestment Fund Reserve	(181,855)	(181,855)	-	0%	(272,783)	(272,783)
Transfers from/(to) Infrastructure Investment Fund Reserve	-	-	-	-	-	-
Transfers from/(to) Community Investment Reserve	(335,904)	(335,904)	-	0%	-	(503,856)
Transfers from/(to) Forest Income Equalisation Reserve	298,142	352,225	54,083	15%	745,725	745,726
Transfers from/(to) Approved Carry Forwards General Reserve	73,224	164,675	91,451	56%	-	849,307
Transfers from/(to) Kaitaia Bus Reserve	76	(1,575)	(1,651)	105%	(2,363)	(2,363)
Transfers from/(to) Whangarei Bus Reserve	29,752	(38,753)	(68,505)	177%	-	33,569
Transfers from/(to) Mid North Bus Reserve	(113,977)	(58,107)	55,870	-96%	-	-
Transfers from/(to) Emergency Services Reserve	(115,317)	(111,622)	3,695	-3%	-	(14,253)
<b>Net (Cost)/Surplus of Service after transfer from/(to) Special Reserves</b>	<b>651,322</b>	<b>867,171</b>	<b>(215,849)</b>	<b>-25%</b>	<b>550,223</b>	<b>54,357</b>

<b>Note 1: Total Expenditure by Type</b>	<i>YTD Actual</i>	<i>YTD Budget</i>	<i>Variance</i>	<i>Variance %</i>	<i>Full Year Budget Annual Plan</i>	<i>Full Year Revised Budget</i>
<b>Expenditure</b>						
Salaries and Wages	8,016,386	8,120,250	103,864	1%	12,339,547	12,400,986
Other Payroll Expenses	537,722	497,504	(40,217)	-8%	646,183	737,761
Operations	10,756,459	11,223,704	467,245	4%	18,995,632	21,649,353
Member Expenses	477,496	474,805	(2,691)	-1%	712,208	712,208
Depreciation	882,183	882,184	0	0%	1,323,275	1,323,275
Finance Overheads	4,391,702	4,181,825	(209,877)	-5%	6,794,685	6,938,448
Internal Recharges	(4,390,962)	(4,181,825)	209,137	-5%	(6,794,685)	(6,938,448)
<b>Total Expenditure</b>	<b>20,670,986</b>	<b>21,198,447</b>	<b>527,461</b>	<b>2%</b>	<b>34,016,846</b>	<b>36,823,583</b>

Capital Expenditure Reporting February 2017 Year to Date						
Activity	MONTH		YEAR TO DATE			Revised Budget
	Actual	Budget	YTD Actual	YTD Budget	YTD Variance	
Monitoring	0	0	88,372	134,563	46,191	141,746
Biosecurity	2,000	0	4,096	15,131	11,035	15,131
Land and Biodiversity	0	0	51,038	271,500	220,462	271,500
Harbour Safety and Navigation	5,572	33,601	206,316	411,596	205,280	447,234
River Management	7,982	8,159	160,842	132,483	(28,359)	2,083,778
Commercial Investments	342,576	0	1,456,673	0	(1,456,673)	0
Information Systems	(13,573)	30,383	178,733	240,928	62,195	626,459
Communications	0	5,387	0	25,909	25,909	25,909
Transport	0	0	0	0	0	128,471
Support	100,255	40,189	632,146	571,410	(60,736)	588,512
<b>GRAND TOTAL FOR COUNCIL</b>	<b>444,813</b>	<b>117,719</b>	<b>2,778,218</b>	<b>1,803,521</b>	<b>(974,696)</b>	<b>4,328,740</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 (Council Approved)	Expected (Overspend) / Cost Savings at completion	Status
<b>Monitoring</b>									
Air Quality Beta Attenuation Monitor (BAM)	37,338	26,679	(10,659)	100%	100%	26,679	26,679	(10,659)	Project completed but over budget
Remote Operated Surface Vessel	15,352	35,914	20,562	43%	100%	35,914	35,914	-	Behind schedule due to supplier delays
Dissolved Oxygen Loggers	24,434	25,000	566	100%	100%	25,000	24,455	545	Project completed ahead of schedule
Others	11,249	46,970	35,722	21%	87%	54,153	54,153	-	
<b>TOTAL MONITORING</b>	<b>88,372</b>	<b>134,563</b>	<b>46,191</b>			<b>141,746</b>	<b>141,201</b>	<b>(10,114)</b>	
<b>Biosecurity</b>									
GPS Replacements and Upgrades	-	5,131	5,131	0%	100%	5,131	5,131	-	
Game Trail Cameras and GPS	4,096	10,000	5,904	41%	100%	10,000	10,000	-	
<b>TOTAL BIOSECURITY</b>	<b>4,096</b>	<b>15,131</b>	<b>11,035</b>			<b>15,131</b>	<b>15,131</b>	<b>-</b>	
<b>Land and Biosecurity</b>									
Stage 4 Nursery Development	51,038	210,000	158,962	24%	100%	210,000	210,000	-	Work currently underway
Others	-	61,500	61,500	0%	100%	61,500	61,500	-	Hydro capex, pump replacement, and satellite loggers running behind schedule
<b>TOTAL LAND AND BIOSECURITY</b>	<b>51,038</b>	<b>271,500</b>	<b>220,462</b>			<b>271,500</b>	<b>271,500</b>	<b>-</b>	
<b>Harbour Safety and Navigation</b>									
Canter Truck	133,692	128,263	(5,429)	100%	100%	128,263	128,263	(5,429)	Project completed but over budget
Hydrographic Surveys	-	34,203	34,203	0%	67%	51,305	51,305	-	Currently underway
Pile Replacements in Whangarei Harbour	-	60,000	60,000	0%	100%	60,000	60,000	-	Expected in May
Hatea Beacon Upgrade	42,139	92,000	49,861	46%	100%	92,000	92,000	-	Expected in May
Others	30,486	97,130	66,644	26%	84%	115,666	115,666	-	
<b>TOTAL HARBOUR SAFETY AND NAVIGATION</b>	<b>206,316</b>	<b>411,596</b>	<b>205,280</b>			<b>447,234</b>	<b>447,234</b>	<b>(5,429)</b>	
<b>River Management</b>									
Water Level Sensor Replacement	1,340	25,653	24,313	5%	100%	25,653	25,653	-	Currently underway
ADCP Flow Measuring Device Replacement	18,258	20,522	2,264	59%	67%	30,783	30,783	-	
Kerikeri River Flood Reduction By-Pass Spillway	54,276	-	(54,276)	54%	0%	1,918,658	100,000	1,818,658	Main project not expected to go ahead in this financial year. Some expenses for legal of consultants expected.
Awanui River Renewal	37,824	41,330	3,506	61%	67%	61,995	61,995	-	Running behind schedule
Other	49,144	44,979	(4,166)	100%	96%	46,689	46,689	(2,455)	
<b>TOTAL RIVER MANAGEMENT</b>	<b>160,842</b>	<b>132,483</b>	<b>- 28,359</b>			<b>2,083,778</b>	<b>265,120</b>	<b>1,816,203</b>	
<b>Commercial Investments</b>									
Purchase of Kawakawa Property for Hundertwasser	481,549	-	(481,549)	100%	0%	-	-	(481,549)	Not budgeted for in the annual plan but subsequently approved by Council for funding from the I&G reserve
Storage Facility	602,548	-	(602,548)	100%	0%	-	-	(602,548)	Not budgeted for in the annual plan but subsequently approved by Council for funding from the PRF
Commercial Property Purchases	372,576	-	(372,576)	100%	0%	-	-	(372,576)	Property investments funded from the PRF
<b>TOTAL COMMERCIAL INVESTMENTS</b>	<b>1,456,673</b>	<b>-</b>	<b>(1,456,673)</b>			<b>-</b>	<b>-</b>	<b>(1,084,097)</b>	
<b>Information Systems</b>									
IRIS	35,843	23,819	- 12,024	100%	67%	35,728	35,728	(115)	Project completed ahead of schedule
Hardware replacement programme	98,165	158,019	59,854	44%	70%	224,220	224,220	-	
Rating System	-	-	-	0%	0%	300,000	270,000	-	Depends on the outcome of some legal proceedings
Mobile Devices	25,880	30,000	4,120	40%	47%	34,000	64,000	-	Behind schedule
Other	18,846	29,091	10,245	58%	89%	32,511	32,511	-	
<b>TOTAL INFORMATION SYSTEMS</b>	<b>178,733</b>	<b>240,928</b>	<b>62,195</b>			<b>626,459</b>	<b>626,459</b>	<b>(115)</b>	
<b>Communications</b>									
Display Systems	-	20,522	20,522	0%	100%	20,522	20,522	-	Expected in April
Video production	-	5,387	5,387	0%	100%	5,387	5,387	-	
<b>TOTAL COMMUNICATIONS</b>	<b>-</b>	<b>25,909</b>	<b>25,909</b>			<b>25,909</b>	<b>25,909</b>	<b>-</b>	
<b>Transport</b>									
CityLink Electronic Ticketing System	-	-	-	0%	0%	128,471	128,471	-	
<b>TOTAL TRANSPORT</b>	<b>-</b>	<b>-</b>	<b>-</b>			<b>128,471</b>	<b>128,471</b>	<b>-</b>	
<b>Support</b>									
Furniture, Desk set-up and Office configuration	48,986	34,203	(14,783)	95%	67%	51,305	51,305	-	Reception and old lab area upgrades
Vehicle replacement programme	486,645	405,240	(81,405)	100%	100%	405,240	405,240	(81,405)	Running ahead of schedule. Overspend offset with gains on vehicle sales.
Air Con Replacement	65,289	131,967	66,678	49%	100%	131,967	131,967	-	Work expected in January / February
Other	31,226	-	(31,226)	100%	0%	-	-	(31,226)	Unbudgeted building security capex (vehicle gate, reception doors, fixing building rear access door)
<b>TOTAL SUPPORT</b>	<b>632,146</b>	<b>571,410</b>	<b>(60,736)</b>			<b>588,512</b>	<b>588,512</b>	<b>(31,226)</b>	
<b>TOTAL</b>	<b>2,778,218</b>	<b>1,803,521</b>	<b>(974,696)</b>	<b>-</b>	<b>-</b>	<b>4,328,740</b>	<b>2,509,537</b>	<b>685,223</b>	

**TITLE: Northland Inc. Limited – Six Month Financial Report and Reporting Against Statement of Intent (SOI) for 2016–2019**

**ID:** A926342

**To:** Council Meeting, 20 March 2017

**From:** Simon Crabb, Finance Manager; and Jon Trewin, Policy Analyst

**Date:** 6 March 2017

### Executive summary

The purpose of this report is to present Northland Inc. Limited's financial results and progress against its Statement of Intent (SOI) 2016–2019 for the six months to 31 December 2016. Staff from Northland Inc. Limited will be available to speak to the report. A copy of the interim report is available on the web at:

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

### Recommendation

1. That the report 'Northland Inc. Limited – Six Month Financial Report and Reporting Against Statement of Intent (SOI) for 2016–2019' by Simon Crabb, Finance Manager; and Jon Trewin, Policy Analyst, and dated 6 March 2017, be received.

### Background:

Staff have reviewed the material supplied and confirm that reporting has been done against all key performance indicators (KPI's) set out in section 9 of the Northland Inc. Limited Statement of Intent 2016–2019 (11 specific annual targets).

The data and narrative material provided indicates that Northland Inc. is on track for most of their specific annual targets. A summary staff analysis is provided below:

KPI	Target	Progress
Northland Inc. Board recommendations made to the NRC IGR Reserve	One project for debt or equity funding per annum.	Met (Maungatapere Berries recommended to board in September 2016 and approved by council December 2016).
	One project for impact investment funding.	Met (Extension 350 recommended to board in August 2015 and approved by council September 2016).
	One project partnering with iwi, hapu and/or Māori collective organisations on economic development per annum.	Not met at time of reporting. However, a business case for a cultural tourism product at Whangārei Falls has since been presented to and approved by council (February 2017).

**ITEM: 6.2**

Page 2 of 3

Growth in Northland businesses engaged with Northland Inc. measured through an increase in:	Aggregate turnover by 5% per annum.	Northland Inc. are expecting to meet this target by the end of the financial year.
	25% of Regional Business Partner active companies that are research active.	Currently tracking one percentage point above target (26%).
Promotion of region measured by:	10% annual increase in website sessions.	Sessions on the website in the first six-months of 2016/17 are 13% above the number recorded over the same period in 2015/16.
	\$300,000 of industry investment in regional promotion activity per annum.	Target exceeded – majority of which is made up of cash investment with a small amount of in-kind investment.
	Total annual equivalent advertising value of \$15M from destination media coverage per annum.	Currently \$9.4M but total is likely to be met by the end of the financial year.
Implementation of the Tai Tokerau Northland Economic Action Plan (TTNEAP) by:	Value of confirmed investment in Northland from outside the region into Northland projects.	\$37M in GDP and 252 direct and indirect FTE's will be created once the TTNEAP projects confirmed to date have been undertaken (not including transport or infrastructure projects).
	Add five new projects per annum to TTNEAP.	One project added (Whangārei Marina), but the TTNEAP refresh is likely to identify additional projects.
	TTNEAP projects/actions completed.	Northland Inc.'s reporting includes detail on specific projects and actions in TTNEAP that have been successfully completed.

**Financial Implications**

The Northland Inc. financial performance year to date result at 31 December 2016 is tracking ahead of budget by \$90,000, predominantly due to lower than anticipated wages arising from the late start of three positions. The forecasted year end operating surplus is \$23,000 which is slightly greater than the original year-end budgeted surplus of \$10,000.

**ITEM: 6.2**

Page 3 of 3

Northland Inc. Limited's cash position at 31 December 2016 was \$147,000 which is \$73,000 lower than forecast due to the timing of the extension of regional promotions project payments being ahead of schedule. The forecasted year-end cash position is \$156,000, which indicates that there are no foreseen cash-flow management issues during the forecasted period to 30 June 2017.

---

**Authorised by Group Manager:**

**Name:** Jonathan Gibbard  
**Title:** Group Manager – Strategy and Governance  
**Date:** 6 March 2017





**TITLE: Regional Software Holdings Limited Report to Shareholders for the Six Months to 31 December 2016**

**ID:** A925287  
**To:** Council Meeting, 20 March 2017  
**From:** Simon Crabb, Finance Manager  
**Date:** 28 February 2017

---

---

**Executive summary**

The purpose of this report is to provide council with the Regional Software Holdings Limited (RSHL) Shareholders' report for the six month period ended 31 December 2016. This report will be circulated under separate cover.

---

---

**Recommendation**

1. That the report 'Regional Software Holdings Limited Report to Shareholders for the Six Months to 31 December 2016' by Simon Crabb, Finance Manager, and dated 28 February 2017, be received.

---

---

**Background:**

RSHL is a council controlled organisation 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 for the purpose of managing the investment and development of the Integrated Regional Information System (IRIS), however the scope of any future activities is not limited to the IRIS application suite.

Council's Chief Executive Officer, Malcolm Nicolson, is a director of RSHL.

RSHL is on track to achieving their 2016/17 annual performance measures and the six monthly financial results are favourable to budget due to the third quarter invoicing being issued early in December 2016. RSHL expect that the year-end operating result will align (or be very close) to budget, and the capital budget will be 100% utilised.

---

---

**Authorised by Group Manager:**

**Name:** Dave Tams  
**Title:** Group Manager – Corporate Excellence  
**Date:** 28 February 2017



**TITLE:** Adoption of Standing Orders  
**ID:** A911562  
**To:** Council Meeting, 20 March 2017  
**From:** Chris Taylor, Governance Support Manager  
**Date:** 6 March 2017

---

### **Executive summary**

The purpose of the report is to present new Standing Orders for adoption by council. It should be noted that the approval of not less than 75% of members present at the meeting is required to adopt (or amend) Standing Orders. If this threshold is not reached the current Standing Orders will remain in place.

---

### **Recommendations**

1. That the report 'Adoption of Standing Orders' by Chris Taylor, Governance Support Manager, and dated 6 March 2017, be received.
  2. That council adopts the new Standing Orders, distributed under separate cover.
- 

### **Background:**

The Standing Orders currently used by council are the Standards New Zealand Model Standing Orders for meetings of local authorities. This version of Standing Orders has not been updated for many years and is now regarded as out of date.

In August 2016 Local Government New Zealand (LGNZ) released a comprehensive Standing Orders template which is fully compliant with legislation and best practice in the conduct of meetings. It has also been designed for easy use and has been written in plain English. LGNZ has also made available a Guide to the Standing Orders which highlights the key changes and considerations.

It is important to note the LGNZ Standing Orders contain three optional provisions:

- A provision for a casting vote by the Chairperson;
- The option to join meetings by audio and audio visual link; and
- The choice of three different ways of dealing with motions and amendments.

There are also other (non-mandatory) sections which council can tailor.

Standing Orders were workshopped by council on 22 February 2017 at which time council expressed the following preferences:

#### **Standing Order 4.2 Meeting Duration:**

Council supported the proposed timeframes as detailed in Standing Order 4.2, with the exception that a meeting can continue up to eight hours (not six) from when it starts:

*'A meeting cannot continue more than eight hours from when it starts (including any adjournments) or after 10.30pm, unless the meeting resolves to continue. If there is*

*no such resolution any business on the agenda that has not been dealt with must be adjourned, transferred to the next meeting or transferred to an extraordinary meeting. No meeting can sit for more than three hours continuously without a break of at least ten minutes unless the meeting resolves to extend the time before a break.'*

#### **Standing Order 4.4 Webcasting Meetings**

Council supported retaining the webcasting protocols as detailed in Standing Order 4.4 (and Appendix 5). Although council does not currently webcast its meetings it was generally agreed that these should be retained in the event of future use (for the avoidance of doubt, if the technology is not available the provisions do not apply).

#### **Standing Order 9.4 Order of business**

Council supported amending the sample order of business to reflect the Northland Regional Council Agenda, as follows:

*'Appendix 10: Sample order of business*

*Open section:*

- 1.0 Apologies*
- 2.0 Declaration of Conflicts of Interest*
- 3.0 Presentations*
- 4.0 Health and Safety Report*
- 5.0 Confirmation of Council Minutes and Action Sheet*
- 6.0 Financial Reports*
- 7.0 Decision Making Matters*
- 8.0 Operational Reports*

*Business with the public excluded:*

- 9.1 Confirmation of Council Minutes*
- 9.2 Human Resources Report*
- 9.3 Confidential Decision Making Matters*

#### **Standing Order 10.5 Meeting lapses where no quorum**

Council supported retaining the provision within current Standing Orders; that if no quorum is present within 10 minutes (new Standing Orders propose 30 minutes) that the meeting shall lapse. This encourages punctuality and presents a good image. The Chairman always has the discretion to wait for a longer period in extraordinary circumstances.

*'A meeting must lapse, and the Chairperson vacate the chair, if a quorum is not present within 10 minutes of the advertised start of the meeting. Where members are known to be travelling to the meeting, but are delayed due to extraordinary circumstances, the Chairperson has discretion to wait for a longer period.'*

#### **Standing Order 12.3 Leave of absence**

Council supported delegating authority to the Chairperson to approve applications for leave of absence from members and delegating authority to the Deputy Chairperson to approve such applications from the Chairperson:

*'The Chairperson is delegated the authority to approve applications for leave of absence from members. For the avoidance of doubt the Deputy Chairperson is delegated authority to approve applications for leave of absence from the Chairperson. All members will be advised whenever a member has been granted*

*leave of absence under delegated authority. Meeting minutes will record that a member has leave of absence as an apology for that meeting.'*

### **Standing Orders 12.7 to 12.16 – Attendance by audio / audio visual link**

Council supported retaining the provision for members' attendance by audio/audio-visual link (as included in council's current Standing Orders). For completeness it should be noted that the quorum of a meeting must be formed by members physically present in the room.

### **Standing Orders 14 – 14.4: Public Forums**

Council supported retaining the provisions, and therefore future ability, for a public forum with the following stipulations:

- Public forums only at council meetings (not committees/sub-committees or working parties).
- That the public forum be for 15 minutes (new Standing Orders propose 30 minutes).
- That the time limit for each speaker be 5 minutes (as proposed in new Standing Orders).
- That the public forum be restricted to matters that council holds responsibility for.
- That five days' notice must be given for an application to the public forum (new Standing Orders propose one days' notice) – however this requirement may be waived by the Chairperson.
- That additional grounds for the Chairperson to decline to hear a speaker or to terminate a presentation at any time be included as follows:
  - There is insufficient time to hear the public forum at the meeting;
  - The matter would be more suitably heard at another meeting of council;
  - The matter is part of an ongoing issue that is being dealt with by staff; and
  - The applicant has demonstrated disorderly or inappropriate behaviour at previous council meetings.

### **Standing Order 18.3 Chairperson has a casting vote**

Council supported retaining Standing Order 18.3:

*'The Chairperson or any other person presiding at a meeting has a deliberative vote and, in the case of an equality of votes, has a casting vote.'*

Council did not wish to restrict this in any manner, for example that it be limited to statutory decisions that the council are required to make such as adopting an annual plan.

### **Standing Order 19.11 Electronic devices at meetings**

Council encourages the use of electronic devices and phones for the advancement of the business of a meeting.

However, there was general acknowledgement that council meetings are where a local authority conducts its core business/decision making and requires the undivided attention of elected members. Phone calls etc. can be an unwelcome disruption and distraction. Hence council supported the slight modification of Standing Order 19.11 as follows:

*'The use of electronic devices and phones is encouraged to advance the business of a meeting.*

*Personal use may only occur at the discretion of the Chair. A Chairperson may require that an electronic device is switched off if it is likely to distract a meeting from achieving its business or a member is found to be receiving information or advice from sources not present at the meeting which may affect the integrity of the proceedings.'*

### **Standing Order 21: Motions and Amendments**

The new Standing Orders provide for three options for motions and amendments. The default position is that Option A applies unless, on the recommendation of the chairperson at the beginning of a meeting, the meeting resolves [by simple majority] to adopt either Option B or Option C for the meeting generally, or for any specified items on the agenda.

Council's preferred option was to adopt Option B for the term (and that Standing Order 21) be amended accordingly. This was on the basis that Option A reflects the process for motions and amendments as included in current model and NRC Standing Orders; which is overly restrictive for a small council. On the other hand, Option C effectively allows a 'free for all' format with very little structure. It was suggested that Option B provides a suitable level of rigour without being overly restrictive.

### **Standing Order 8.14: Meetings – Change of date/time**

Following the council workshop to discuss Standing Orders it was noted that the proposed Standing Orders have provision for the cancellation but not for the change of date/time of a meeting. Hence it is proposed Standing Order 8.14 is included as follows:

*'The Chairperson of a scheduled meeting may change the date and/or time of the meeting if, in consultation with the Chief Executive, they consider it necessary.*

*The Chief Executive must make a reasonable effort to notify members and the public as soon as practicable of the change of date/time and the reasons behind it.'*

## **Considerations:**

### **Options**

<b>No.</b>	<b>Option</b>	<b>Advantages</b>	<b>Disadvantages</b>
<b>1</b>	Adopt new Standing Orders	Council will have a more 'user friendly' set of Standing Orders that is compliant with legislation and best practice in the conduct of meetings.	<b>Nil</b>
<b>2</b>	Elect not to adopt new Standing Orders	<b>Nil</b>	Current Standing Orders, which are out of date, will remain in place.

3	Elect to amend new Standing Orders before adoption	This may give council the opportunity to further tailor Standing Orders to suit their purpose. However, it is suggested that if this is council's preference, that the matter does lie on the table until such time council officers have the opportunity to check the validity of proposed changes.	<b>Nil.</b> Current Standing Orders will remain in place until the new set is adopted.
---	--	--	--

The staff's recommended option is that council adopts the new Standing Orders.

### 1. Significance and Engagement

This item is submitted for consideration in accordance with the statutory requirements of Schedule 7 of the Local Government Act 2002. Councils are required to adopt a set of Standing Orders, so in respect of section 79 of the Act and council's policy, this matter is considered to be of low significance.

### 2. Policy and Legislative Compliance

This item complies with the statutory requirements of Schedule 7 of the Local Government Act 2002.

#### Further Considerations

Being a purely administrative matter, Community Views, Māori Impact Statement, Financial Implications and Implementation Issues are not applicable.

---

#### Authorised by Group Manager:

**Name:** Jonathan Gibbard  
**Title:** Group Manager – Strategy and Governance  
**Date:** 6 March 2017





**TITLE:** Adoption of Code of Conduct

**ID:** A916410

**To:** Council Meeting, 20 March 2017

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

**Date:** 7 March 2017

---

---

### **Executive summary**

The purpose of this report is to present the revised Northland Regional Council's Code of Conduct for consideration and approval.

---

---

### **Recommendations**

1. That the report 'Adoption of Code of Conduct' by Chris Taylor, Governance Support Manager, and dated 7 March 2017, be received.
2. That the revised Northland Regional Council's Code of Conduct, distributed under separate cover, be adopted as the council's new Code of Conduct.

---

---

### **Background:**

Clause 15 of Schedule 7 of the Local Government Act requires each local authority to adopt a Code of Conduct. Once adopted, all elected members are required to comply by the Code.

Adopting a new Code of Conduct requires a vote in support of the amendment of not less than 75% of the members present. If this threshold is not met, then the current Code will stand.

During the previous triennium work was underway to review the content of the Northland Regional Council Code of Conduct (the Code). Key changes included:

- Updates to give effect to recent legislative changes; and
- The introduction of an independent mediator (selected from a panel of independent mediators) to oversee the complaint investigation process.

With the assistance of Simpson Grierson a draft Code was prepared. However, there was insufficient time before the local body elections to finalise this process.

In the interim LGNZ has released a Code of Conduct template; which has been based largely on the draft Code prepared by NRC. However, it should be noted that the template is very generic.

Council officers have reviewed the Code of Conduct template and tailored it for the purposes of NRC. In summary the template has been amended:

- To provide a regional council focus;
- To address both external and internal complaints (the template only considered the latter);
- For a number of errors with regard to legislative references; and
- To remove the suggested use of a Code of Conduct Committee with a majority of members selected from the community.

Council workshopped the matter on 22 February 2017 and there was general support for the revised Code of Conduct. Hence it is now presented for formal consideration and approval.

---

### Considerations:

#### Options

No.	Option	Advantages	Disadvantages
1	Adopt the new Code of Conduct	Council will have a tailored Code of Conduct that is compliant with best practice.	Nil
2	Elect not to adopt the new Code of Conduct	Nil	The current Code of Conduct, which has been identified as not fit for purpose, will remain in place.
3	Elect to further amend the new Code of Conduct before adoption	This may give council the opportunity to further tailor the Code of Conduct.	Nil. The current Code of Conduct will remain in place until the new Code is adopted.

The staff's recommended option is that council adopts the new Code of Conduct (Option 1).

#### 1. Significance and Engagement

In relation to section 79 of the Local Government Act 2002, this matter is part of the normal day-to-day operations of council and hence deemed to be of low significance under council policy.

## **2. Policy and Legislative Compliance**

The matters outlined in the report are in accordance with section 15, Schedule 7, of the Local Government Act 2002; which requires local authorities to adopt a Code of Conduct.

## **3. Further Considerations**

Being a purely administrative matter, Community Views, Māori Impact Statement, Financial Implications and Implementation Issues are not applicable.

---

---

### **Authorised by Group Manager:**

**Name:** Jonathan Gibbard

**Title:** Group Manager – Strategy and Governance

**Date:** 6 March 2017



**TITLE:** 2019 Electoral System  
**ID:** A917753  
**To:** Council Meeting, 20 March 2017  
**From:** Chris Taylor, Governance Support Manager  
**Date:** 22 February 2017

---

### **Executive summary**

Section 28 of the Local Electoral Act 2001 requires that the council must, no later than 19 September 2017, give public notice of the right to demand that a poll be held on the electoral system to be used at the 2019 and 2022 elections. This decision is required no later than 12 September 2017. Staff recommend that the electoral system remain unchanged from First Past the Post.

---

### **Recommendations**

1. That the report 2019 Electoral System by Chris Taylor, Governance Support Manager, and dated 22 February 2017, be received.
  2. That pursuant to section 27 of the Local Electoral Act 2001, the council resolves to retain the First Past the Post (FPP) electoral system for the 2019 triennial election, and not later than 19 September 2017 give public notice of the right to demand a poll on the electoral system to be used by the council.
- 

### **Background:**

As discussed at a recent workshop, council may resolve by 12 September 2017 to change the electoral system from the First Past the Post (FPP) system used in all regional council elections to date, to the Single Transferable Vote (STV) system which was used by the District Health Board and Kaipara District Council in 2016.

Furthermore, section 28 of the LEA 2001 requires that the council must, by no later than 19 September 2017, give public notice of the right of 5% of the electors to demand that a poll be held on the electoral system to be used at the 2019 and 2022 triennial elections. If a resolution to change the electoral system has been made by 12 September 2017, then this must be included in the public notice.

A brief explanation of the two systems available to the council is as follows:

#### First Past the Post (FPP) – the council's current electoral system

The Northland Regional Council, along with the Whangarei District Council and Far North District Council, currently utilise the FPP electoral system. Electors vote by ticking their preferred candidate(s). The candidate(s) receiving the highest number of votes is declared elected.

**ITEM: 7.3**

Page 2 of 4

The generally accepted benefits and disadvantages of the FPP system are:

*Benefits:*

- The system is generally understood by most electors resulting in very few invalid votes (<.5%); and
- It is a simple and straightforward system for counting votes.

*Disadvantages*

- Once a candidate receives enough votes to be elected – any surplus votes are “wasted”.

Single Transferable Voting system (STV) – is an option for the council to consider

The second option available to the council is the STV electoral system. This system was used for the District Health Board elections and Kaipara District Council elections in 2016. Under this system, electors rank candidates in their order of preference. The number of votes needed for a candidate to be elected (called the quota) depends on the number of positions to be filled and the number of valid votes cast. The necessary number of candidates to fill all vacancies is achieved by:

- The counting of the first preferences;
- A transfer of the proportion of votes received by any candidate where the number of votes for that candidate is in excess of the quota; and
- The exclusion of the lowest polling candidates and the transfer of these votes in accordance with the voter's second preferences.

The generally accepted benefits and disadvantages of STV are:

*Benefits:*

- STV attempts to promote proportional representation – the rationale is that when a candidate receives sufficient votes to be elected, any surplus votes are not wasted but are available to other candidates based on the second or subsequent preference of voters.

*Disadvantages:*

- In NZ around 10% of votes are invalid due to voters filling out the voting forms incorrectly.
- LG Commission recommend that STV only be used in constituency's with more than three seats – none of NRC's constituencies currently are of this size.
- Will require a significant publicity campaign so that people understand the system and know how to vote correctly – increasing the probability that their votes will be valid.
- More costly to implement.
- Longer time to process and know the outcome of an election.

**Other options**

The other options are to:

- Undertake a poll of electors on whether the First Past the Post (FPP) or the Single Transferable Voting (STV) electoral system should be used.

The result of the poll would be binding on the council for the next two triennial elections (2016 and 2019). This option is not recommended, given the cost of the poll estimated to be \$160,000 plus GST.

- 'Do nothing' apart from publicly notify the right to demand a poll on the electoral system to be used for triennial elections by 19 September 2014. This option is also not recommended, as it is considered good practice for the councils to articulate a position on the matter plus if a poll is demanded, council would still need to fund it.

---

**Considerations:****Either**

**Option A** - Retain the First Past the Post (FPP) electoral system for the 2019 triennial election, and not later than 19 September 2017 give public notice of the right to demand a poll on the electoral system to be used by the council;

**Or**

**Option B** - Change to the Single Transferable Voting (STV) electoral system for the next two triennial elections, and not later than 19 September 2017 give public notice of the right to demand a poll to countermand this decision;

**Or**

**Option C** - Undertake a poll of electors whether the First Past the Post (FPP) or the Single Transferable Voting (STV) electoral system is to be used, with the result of the poll being binding on the council for the next two triennial elections (2019 and 2022);

**Or**

**Option D** - 'Do nothing' apart from publicly notify the right to demand a poll on the electoral system to be used for triennial elections by 19 September 2017.

The staff's recommended option is Option A.

**1. Significance and Engagement**

In relation to section 79 of the Local Government Act 2002, this decision is considered to be of low significance when assessed against council's significance and engagement policy because it is part of council's day to day activities. This does not mean that this matter is not of significance to tangata whenua and/or individual communities, but that council is able to make decisions relating to this matter without undertaking further consultation or engagement.

## **2. Policy and Legislative Compliance**

The council is required by sections 27 and 28 of the Local Electoral Act 2001 to determine the electoral system to be used at the next local authority elections and the decision accordingly complies with the decision making powers contained in section 76(5) of the Local Government Act 2002.

## **3. Community Views**

It is considered that the community will support staying with FFP as it is an easier / less confusing system with a lower level of invalid votes.

## **4. Māori Impact Statement**

It is considered that Māori will support staying with FFP as it is an easier / less confusing system with a lower level of invalid votes.

## **5. Financial Implications**

If the council resolves to adopt option B, a budget needs to be set aside for a publicity campaign on change from FFP to STV. This would represent unbudgeted expenditure if implemented in the current financial year.

If council resolves either option C or D, the \$160,000 plus GST cost of a poll would represent unbudgeted expenditure if implemented in the current financial year.

## **6. Implementation Issues**

There are no implementation issues as remaining with FFP is the status quo.

---

### **Authorised by Group Manager:**

**Name:** Jonathan Gibbard  
**Title:** Group Manager – Strategy and Governance  
**Date:** 22 February 2017



**TITLE:** Local Governance Statement

**ID:** A927378

**To:** Council Meeting, 20 March 2017

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

**Date:** 7 March 2017

---

### Executive summary

The purpose of this report is to seek consent from council to make the Northland Regional Council's Local Governance Statement publicly available. It also seeks council to reaffirm delegations to update the administrative content of the Statement.

---

### Recommendations

1. That the report 'Local Governance Statement' by Chris Taylor, Governance Support Manager, and dated 7 March 2017, be received.
2. That the Northland Regional Council's Local Governance Statement be made publicly available (in accordance with section 40 of the Local Government Act 2002).
3. That council delegates authority to the Group Manager – Strategy and Governance, and the Governance Support Manager, to update the administrative content of the Local Governance Statement on an ongoing basis to ensure the Statement remains current.

---

### Background:

The Local Governance Statement (the Statement) provides a central repository outlining:

- Council's functions;
- Council's governance arrangements;
- How council engages with its communities and makes decisions; and
- How the community can be involved so that it can have a say on important matters and effectively influence how council does things.

Further to that, the Local Governance Statement is a requirement under the Local Government Act 2002 (LGA 2002) and must contain, *but is not limited to*, the following:

- (a) The functions, responsibilities, and activities of the local authority; and
- (b) Any local legislation that confers powers on the local authority; and
- (ba) The bylaws of the local authority, including for each bylaw, its title, a general description of it, when it was made, and, if applicable the date of its last review under section 158 or 159 [of the Local Government Act 2002]; and
- (c) The electoral system and the opportunity to change it; and

**ITEM: 7.4**

Page 2 of 3

- (d) Representation arrangements, including the option of establishing Māori wards or constituencies, and the opportunity to change them; and
- (e) Members' roles and conduct (with specific reference to the applicable statutory requirements and code of conduct); and
- (f) Governance structures and processes, membership, and delegations; and
- (g) Meeting processes (with specific reference to the applicable provisions of the Local Government Official Information and Meetings Act 1987 and standing orders); and
- (h) Consultation policies; and
- (i) Policies for liaising with, and memoranda or agreements with, Māori; and
- (j) The management structure and the relationship between management and elected members; and
- (k) Equal employment opportunities policy; and
- (l) Key approved planning and policy documents and the process for their development and review; and
- (m) Systems for public access to it and its elected members; and
- (n) Processes for requests for official information.

The LGA 2002 also requires local authorities to prepare and make publicly available a local governance statement within six months after each triennial general election (8 April 2017). With council approval, the Local Governance Statement will be uploaded to council's website and hard copies available at the Water Street office to meet legal requirements.

To ensure the statement remains up to date, and for the purpose of efficiency, it is recommended that the ability to update the administrative content of the Local Governance Statement on an ongoing basis be delegated to the Group Manager – Strategy and Governance, and the Governance Support Manager.

Council was briefed on the content of the Local Governance Statement at a workshop on 22 February 2017 and is now presented for formal consideration and approval.

**Considerations:****Options**

No.	Option	Advantages	Disadvantages
1	Approve the public release of the Local Governance Statement	Council will meet its legislative requirements.	Nil.

**ITEM: 7.4**

Page 3 of 3

2	Elect not to release the Local Governance Statement	Nil.	To meet its legislative requirements, an extraordinary meeting will need to be called to approve the release of the Statement.
---	---	------	--

The staff's recommended option is that council approves the Local Governance Statement for public release (Option 1).

Please Note: Council has the ability to review the Local Governance Statement at any time if there are any changes or additions it would like to make.

### 1. Significance and Engagement

In relation to section 79 of the Local Government Act 2002, this matter is part of the normal day-to-day operations of council and hence deemed to be of low significance under council policy. This does not mean that this matter is not of significance to tangata whenua and/or individual communities, but that council is able to make decisions relating to this matter without undertaking further consultation or engagement.

### 2. Policy and Legislative Compliance

The preparation and public availability of a Local Governance Statement is a requirement of all local authorities under section 40 of the Local Government Act.

### 3. Further Considerations

Being a purely administrative matter, Community Views, Māori Impact Statement, Financial Implications and Implementation Issues are not applicable.

---

#### Authorised by Group Manager:

**Name:** Jonathan Gibbard  
**Title:** Group Manager – Strategy and Governance  
**Date:** 6 March 2017



**TITLE: Adoption of Communications Protocol****ID:** A927210**To:** Council Meeting, 20 March 2017**From:** Suzanne Takiwa, Communications Manager**Date:** 6 March 2017**Executive summary**

The purpose of this report is to present Northland Regional Council's Communications Protocol for consideration and approval.

**Recommendations**

1. That the report 'Adoption of Communications Protocol' by Suzanne Takiwa, Communications Manager, dated 6 March 2017, be received.
2. That council adopts the Communications Protocol circulated under separate cover.

**Background:**

A Communications Protocol has been developed that provides practical advice to assist governance and staff to manage a range of communications functions and roles.

The protocol sets out general principles to identify the appropriate spokesperson for media enquiries and statements; signoff procedures for council publications; and guidelines for attendance at events.

The draft protocol was workshopped with council on 12 December 2016, with feedback and changes subsequently provided on or before 14 February 2017.

The draft Communications Protocol has been updated to include the feedback provided and is now available for adoption by council.

**Considerations:****Options**

No.	Option	Advantages	Disadvantages
1.	Adopt the draft Communications Protocol	Decisions regarding communications roles, spokespersons and attendance at events are transparent, consistent and can be made quickly.	The protocol reduces the level of individual flexibility.

2.	Elect not to adopt the draft Communications Protocol	Nil	Decisions regarding spokespersons, sign off processes and attendance at events are made on an adhoc basis, potentially resulting in inconsistent decision making and a more complex and time consuming process.
----	--	-----	---

Staff recommend Option 1: that council adopt the draft Communications Protocol.

### 1. Significance and Engagement

In relation to section 79 of the Local Government Act 2002, this matter is part of the normal day-to-day operations of council and hence deemed to be of low significance under council policy.

### 2. Policy and Legislative Compliance

There are no policy or legislative requirements relevant to this decision.

### Further Considerations

Being a purely administrative matter, Community Views, Māori Impact Statement, Financial Implications and Implementation Issues are not applicable.

---

### Authorised by Group Manager:

**Name:** Jonathan Gibbard  
**Title:** Group Manager – Strategy and Governance  
**Date:** 6 March 2017

---

**TITLE:** Northland Sailor of the Year 2017

**ID:** A929362

**To:** Council Meeting, 20 March 2017

**From:** Jim Lyle, Regional Harbourmaster, and Chris Taylor, Governance Support Manager

**Date:** 9 March 2017

---

### **Executive summary**

The purpose of this report is to present the recommended nominee for the Northland Sailor of the Year 2012 award. It concludes with the recommendation that council retrospectively approve the nomination and the trophy be awarded.

---

### **Recommendations**

1. That the report Northland Sailor of the Year 2017 by Jim Lyle, Regional Harbourmaster, and Chris Taylor, Governance Support Manager, and dated 9 March 2017, be received.
  2. That council retrospectively approves the selection panel's recommendation that the R Tucker Thomson Trust be awarded the Northland Sailor of the Year Trophy for 2017.
- 
- 

### **Background:**

The purpose for which the award may be made is for all or any acts or services, which either directly or indirectly have the effect of promotion, advancement or betterment of the sport of yachting. In particular, but without in any way restricting the generality of the above named purpose, the following shall apply:

- Design and building of boats.
- Administrative services to the sport on a regular basis.
- Outstanding examples of seamanship or sailing ability in both competitive and non competitive spheres.
- Outstanding examples of sportsmanship.
- Services in the promotion and encouragement of active participation in the sport of yachting.

**ITEM: 7.6**

Page 2 of 3

**Nomination**

The nominee for the 2017 award is the R Tucker Thomson Trust. The trust's mission is 'Learning for Life through the Sea' and its 26-metre long flagship vessel is an iconic sight in the Bay of Islands. Whilst the vessel is used for charters in the summer months to raise funds, the primary reason for the award is the trusts work with Northland's youth sailing and education. The trust promotes confidence, leadership and teamwork as its key outcomes.

1349 northland youths have received training in the last 10 years.

Council has a scheduled field trip to Ōpua on 15 March 2017 to witness first-hand the operations and activities related to its Ōpua service centre. It was deemed an ideal opportunity for a brief trip on the R Tucker Thompson in conjunction with the presentation of the award. Hence council is requested to retrospectively approve the selection panel's recommendation for the award.

**Considerations:****Options**

No.	Option	Advantages	Disadvantages
1	Council retrospectively approves the Selection Panel's recommendation.	The services to the community and youth development of a worthy recipient will be recognized and endorsed by council.	Nil
2	Council elects not to approve the select panel's recommendation	Nil	This would essentially negate the Selection Panel which was delegated authority to 'choose the recipient of the Northland Sailor of the Year'.

The staff's recommended option is 1; that council retrospectively approves the Selection Panel's nomination.



## **1. Significance and Engagement**

With reference to section 79 of the Local Government Act 2002, this matter is considered to be of low significance under council policy as it is a matter of day to day operations.

## **2. Policy and Legislative Compliance**

The activities detailed in this report are in accordance with the council's decision making process and sections 76 to 82 of the Local Government Act 2002.

## **Further Considerations**

Being a purely administrative matter, Community Views, Māori Impact Statement, Financial Implications and Implementation Issues are not applicable.

---

### **Authorised by Group Manager:**

**Name:** Jonathan Gibbard  
**Title:** Group Manager – Strategy and Governance  
**Date:** 10 March 2017



**TITLE: Wairua Catchment NRC Collaboration with DOC/  
Fonterra: Living Waters Partnership (LWP) in  
Delivery of Farm Plans and Associated Funding****ID:** A927504**To:** Council Meeting, 20 March 2017**From:** Duncan Kervell, Land Manager – Environmental Services**Date:** 7 March 2017

---

**Executive summary**

The purpose of this report is to recommend that NRC agrees to collaborate with DOC/Fonterra: Living Waters Partnership (LWP) in delivery of farm plans and associated funding of environmental measures on dairy and dairy support properties in the Wairua catchment.

The Living Water Partnership (LWP) has been running a pilot extension programme in the Wairua catchment for three years. This has led to a collaboration trial with NRC's land management team, to facilitate access onto farms for the development of Farm Water Quality Improvement Plans (FWQIP) and Efund applications.

The new initiative in 2017/18 has been proposed to allow the farmers to apply for NRC's Environment Fund (Efund) and through this partnership subsequently cost match using LWP funds, effectively doubling the support available to dairy properties. NRC staff will advise and assist dairy farmers to achieve water quality improvement, and also promoted goals within the sustainable dairy accord alongside biodiversity enhancement through LWP.

This proposed project budget is made up of \$50K OPEX from the LWP annual plan and \$50K ring fenced from the 2017/18 NRC's Efund. LWP will cost match NRC Efund applications in the Wairua catchment, on dairy and dairy support properties to a maximum of \$5K per property. NRC Efund has a current cap of \$5K for milking platform and the fund will be based on normal Efund criteria and NRC staff recommendations.

Through this process we will keep QE2 involved to allow for any landowners who would like to progress towards a covenant for their natural biodiversity areas.

---

**Recommendations**

1. That the report 'Wairua Catchment NRC Collaboration with DOC/Fonterra: Living Waters Partnership (LWP) in Delivery of Farm Plans and Associated Funding' by Duncan Kervell, Land Manager – Environmental Services, and dated 7 March 2017, be received.
  2. That council supports Northland Regional Council becoming a partner to the Living Water Project and delegates to the Chief Executive Officer to negotiate and sign an agreement with LWP.
-

**Considerations:****1. Options**

The alternative option of not becoming a partner is not preferable, as this will limit NRC and the Northland region from benefits of the LWP programme.

The preferred option is for NRC to become a partner to LWP, with justification being:

- a. The NRC contribution/collaboration to LWP projects has been occurring since 2014 and already included in the NRC/DOC MOU.
- b. LWP has been promoting enhancement of biodiversity remnants and improved water quality in Hikurangi catchment 'Wairua catchment', closely matching NRC objectives.
- c. The LWP approach supports the NRC objective of broadening the base of NRC income streams and reduces reliance on ratepayer funding.
- d. LWP whole catchment modelling and strategic restoration and mitigation is a core component of the NRC land management and biodiversity work programmes and they are investing heavily in the catchment.

**2. Significance and Engagement**

In relation to section 79 of the Local Government Act 2002, this decision is considered to be of low significance when assessed against council's significance and engagement policy because it is associated with land management and biodiversity activities that have been consulted on and provided for in council's Long Term Plan and/or is part of council's day to day activities.

**3. Policy and Legislative Compliance**

There are no policies or legislative compliance relevant to this issue and the decision being made.

**4. Community Views**

NRC becoming a partner to LWP is likely to be well supported by the community, as NRC is already heavily engaged in working with landowners and community groups in the farm planning and water quality improvement arena.

**5. Māori Impact Statement**

Nil.

**6. Financial Implications**

Nil. Activity to be funded from existing staff resources and budgets that are already allocated within an existing \$200K Efund commitment in the Kaipara catchment to the MPI Hill Country Erosion Project.

**7. Implementation issues:**

Nil.

---

---

**Attachments:**

- Attachment 1: Draft NRC/ DOC Fonterra: Collaborative Agreement
- 
- 

**Authorised by Group Manager:**

**Name:** Bruce Howse

**Title:** Group Manager – Environmental Services

**Date:** 7 March 2017



Council Meeting 20 March 2017 Page 67

# Upper Wairua (Hikurangi) Catchment, Kaipara Harbour. LWP, QEII, NRC On -Farm Collaborative Pilot Project Agreement and Guidelines: FY 17-18



Date February 2016

By: Tim Brandenburg

ITEM: 7.7  
Attachment 1

**Background:** The Living Water Partnership (LWP) is running a pilot programme to put an ecologist on nine farms and from their recommendations develop a biodiversity enhancement project for each farm. This has led to a collaboration trial with Northland Regional Council's (NRC) land management team to facilitate access onto these nine farms for the development of Farm Water Quality Improvement Plans (FWQIP).

**Benefits:** This allows the farmer to apply for NRC's Environment Fund (Efund) effectively doubling the money available for their on farm project, opening the opportunity for dairy farmers to reapply in future years for larger projects, supporting NRC staff to advise and assist dairy farmers to achieve water quality improvement, working towards goals within the sustainable dairy accord alongside biodiversity enhancement promoted through the LWP

This collaboration has been trailed with the first combined E Fund/LWP Project agreed in November 2016.

Discussions between LWP, NRC, and QEII staff have led to the development of another collaborative pilot for up to ten more farms within the Upper Wairua/Hikurangi.

**Resourcing:** LWP has funds and staff to complete the current pilot for nine farm projects in FY 16-17. NRC has its land management team available to complete FWQIP's on these and other properties.

The Council's Environment Fund is fully subscribed for FY 16 – 17 but will be re-opened from July 1 2017 with a forecasted budget of over 800K.

NRC and LWP agree to fund the new FY 17-18 pilot project to a total of \$100 K of OPEX as follows

1. The Project budget is made up of \$50 K OPEX from the LWP Annual Plan and \$50 K ring fenced from the 2017/18 NRC's E Fund. LWP will cost match NRC Efund applications in the Upper Wairua catchment, on dairy and dairy support properties to a maximum of \$5 K per property. (NRC Efund current criteria have a cap of \$5 K for milking platform and \$10 K for dry stock/Dairy support properties).
2. QEII Northland has previously collaborated and cost shared with NRC on covenanting projects across Northland. LWP and QEII have an agreement and limited resources to accelerate covenants on dairy farms in Living Water Catchments. All three organisations will continue to consider each proposal on their merits when and if they arise from this pilot project.
3. LWP does not guarantee that this pilot project will be resourced beyond FY 17-18.

## **Implementation Guidelines:**

1. By 3 March 2017, the NRC Land Management Team and Fonterra SDA will agree on a list of up to ten farms. The priority will be for dairy platforms followed by runoffs/dairy support farms
2. NRC will complete FWQIP's for each farm. The Fonterra SDA will assist NRC staff to manage the relationship with the farmer to gain safe and efficient access and build a positive relationship. All farmers will receive the completed FWQIP's as soon as practicable and by June 2018. Projects will be derived from these FWQIP based on NRC Efund criteria. Funding will contribute to on farm activities where water quality benefits can be achieved through water way and wetland fencing and planting. Planting objectives can include stabilising waterway edges, creation of ecological corridors and/or planting to reduce drain maintenance costs. Planting may include non-eco sourced plants and use of NRC supplied poplars and willows when deemed appropriate.

3. NRC staff will complete farm visits and the Efund applications for landowners by 30 November 2017. The works will be defined within the FWQIP recommendations and subsequent Efund application. All farm projects will be required to be completed by 30 June 2018.
4. The work can be completed either by a 50/50 cost share between NRC Efund and LWP using 3rd party contractors, or a scenario of in kind support by farmers in a 50/50 or thirds share. Each party will advocate for a contribution from the farmer.
5. Once works have been monitored by NRC staff and deemed complete, funds will be provided via the agencies mechanisms and processes streamlined to ensure landowners/ contractors are reimbursed in a timely fashion.
6. The QEII Northland Representative will be informed of potential covenanting opportunities. NRC, LWP, and QEII will work together to progress these according to their strategic value and the resources available.
7. The parties to this agreement will meet to review progress quarterly at mutually agreed times before 31 July 2017, 31 October 2017, 31 January 2018 and 31 July 2018.

Tim Brandenburg  
Living Water Partnership  
North Island Programme Lead

Duncan Kervell  
Northland Regional Council  
Land Programme Manager

Nan Pullman  
QEII National Trust  
Northland





**TITLE: 2017 Local Government New Zealand Conference****ID:** A929626**To:** Council Meeting, 20 March 2017**From:** Bill Shepherd, Council Chairman**Date:** 9 March 2017

---

**Executive summary**

The purpose of this report is to bring councillors' attention to the upcoming Local Government New Zealand (LGNZ) Conference. It concludes with the recommendation that the report be received and that council resolve which elected representatives, along with the Chief Executive, shall be delegated to represent the Northland Regional Council at the LGNZ Conference.

---

**Recommendations**

1. That the report '2017 Local Government New Zealand Conference' by Bill Shepherd, Council Chairman, dated 9 March 2016, be received.
2. That the Chairman, Chief Executive and Councillors Dimery, Smart, Stolwerk and Yeoman represent the Northland Regional Council at the 2017 LGNZ Conference.

---

**Background:**

The LGNZ Conference (<http://www.lgnz2017.co.nz/lgnz17>) is being held 23–25 July 2017 in Auckland.

The focus of the conference will be on creating pathways to 2050: liveable spaces and loveable places. There will be a strong focus on future thinking and creating liveable communities.

LGNZ has strong ambitions for local government and are working with members to raise the value of what the sector can deliver for New Zealand's communities. The conference will be a chance to showcase ideas and discuss the new initiatives to make this happen.

The conference is a chance for delegates to listen to fresh thinking from local and international speakers, take part in valuable, hard-hitting discussions and network within the sector.

---

**Considerations:****Options**

No.	Option	Advantages	Disadvantages
1	That council nominates a number of councillors to attend the LGNZ conference.	Councillors will have exposure to top class speakers, be able to participate in valuable discussions/interactive sessions as well as make the most of networking opportunities.	There is substantial cost for each councillor to participate.
2	Council elects not to have representation at the LGNZ conference.	Saving of costs for council.	Potentially a lost opportunity for councillors.

The staff's recommended option is 1: that council nominates a select number of councillors to attend the LGNZ conference.

**1. Significance and Engagement**

In relation to section 79 of the Local Government Act 2002, this decision is considered to be of low significance when assessed against council's significance and engagement policy as it is a matter of day to day operations provided for in the council's Long Term Plan.

**2. Policy and Legislative Compliance**

The report complies with the council's decision making process and sections 76 to 82 of the Local Government Act 2002.

Being a purely administrative matter, Community Views, Māori Impact Statement, Financial Implications and Implementation Issues are not applicable.

---

**Authorised by Council Chairman:**

**Name:** Bill Shepherd  
**Title:** Council Chairman  
**Date:** 9 March 2017

**TITLE: Rural Broadband Initiative 2 and Mobile Black Spot – Invitation to Co-fund and/or Assist****ID:** A927988**To:** Council Meeting, 20 March 2017**From:** Darryl Jones, Economist**Date:** 9 March 2017

---

**Executive summary**

Crown Fibre Holdings Limited have extended to all local government authorities an invitation to co-fund and/or assist the expansion of rural broadband and mobile coverage in their region/area. This paper seeks council's agreement to respond to this invitation with an in principle offer to provide co-funding.

---

**Recommendations**

1. That the report 'Rural Broadband Initiative 2 and Mobile Black Spot – Invitation to Co-fund and/or Assist' by Darryl Jones, Economist, and dated 9 March 2017, be received.
2. That council agree that co-funding is offered in principle to Crown Fibre Holdings Limited (CFHL) in response to their invitation to co-fund and/or assist in the RBI2 and MBS programme.
3. That council delegate authority to the Chief Executive Officer to determine the appropriate quantum of money, if any, from within existing budget allocations to provide as grant funding post the awarding of the CFHL contracts associated with the RBI2 and MBS programme.
4. That the Chief Executive Officer write to the three Northland district councils encouraging them to also respond positively to CFHL's invitation to co-fund.

---

**Background:**

On 27 October 2016, Crown Fibre Holdings Limited (CFHL), on behalf of central government, released a Request for Proposals to improve rural broadband connectivity and mobile network coverage. There are two government funding programmes: \$100 million to extend the existing Rural Broadband Initiative (RBI2) and \$50 million to cover mobile black spots (MBS).

At the same time, CFHL wrote to all local government authorities with an invitation to co-fund and/or assist (ICFA) this programme of work to gain additional benefits for their residents and businesses. The key areas identified where councils can assist are:

- assisting bidders to bring the cost of their bids down, e.g. providing access to council owned land for the deployment of broadband or mobile infrastructure;

**ITEM: 7.9**

Page 2 of 4

- indicating any streamlining consenting process and/or support to operators in the deployment of infrastructure;
- providing an indication of priority or preference on the MBS sites and underserved broadband areas identified in the RFP process; and
- indicating whether you may consider providing some grant funding to extend coverage in your region/area for MBS sites and underserved broadband areas that are not funded with the \$150 million allocation.

The four Northland local authorities and Northland Inc. have been working together to respond to the ICFA, and have been in regular and close contact with CFHL. The final deadline for response is 3 April 2017. The purpose of this paper is to seek council's agreement to offer the possibility of funding in response to the ICFA issued by CFHL. Council have and will respond positively in the other three areas but these do not require a council decision.

---

**Considerations:**
**1. Options**

<b>No.</b>	<b>Option</b>	<b>Advantages</b>	<b>Disadvantages</b>
<b>1</b>	<b>Offer financial support in principle</b>	<p>Maintains council involvement in the deployment phase.</p> <p>Opportunity to increase broadband and/or mobile coverage.</p> <p>Leverage prices and terms negotiated by CFHL, and CFHL carries out contract management.</p>	<p>CFHL may reduce deployment in Northland on the basis that council will fund the gap.</p>
<b>2</b>	<b>Offer specific level of financial support</b>	<p>As per 1 plus signals strong commitment to funding.</p>	<p>Uncertain as to what the money will be used for – there may be better opportunities.</p>
<b>3</b>	<b>Don't offer any indication of financial support</b>	<p>No financial burden on council and no precedent set for council to fund digital infrastructure.</p>	<p>Miss out on an opportunity to be involved in significant infrastructure development in the region.</p>

Staff recommend option 1, to offer support in principle. CFHL have made it clear that only an indication in principle is required to enter into discussions post-contract awarding. Council staff also recommend that the Chief Executive Officer determine the appropriate quantum of money, if any, from within existing budget allocations to provide as grant funding post the awarding of the CFHL contracts. This decision does not preclude any future decision by council to approve additional grant funding above existing budget allocations to support the RB12/MBS programme or to undertake commercial investment in digital infrastructure.

## **2. Significance and Engagement**

In relation to section 79 of the Local Government Act 2002, this decision is considered to be of low significance when assessed against council's Significance and Engagement Policy. This does not mean that this matter is not of significance to tangata whenua and/or individual communities, but that council is able to make decisions relating to this matter without undertaking further consultation or engagement.

## **3. Policy and Legislative Compliance**

The decision is consistent with policy and legislative requirements.

## **Further Considerations**

### **4. Community Views**

In preparing the combined councils' Registration of Interest – Support in 2015, an online survey was carried out to better understand Northlanders' satisfaction with current broadband services and their desire for change. A total of 1,466 responses were received. Only 14% of respondents expressed satisfaction with their current connection. Both speed and connection reliability were cited as an issue by 89% and 76% of non-satisfied respondents respectively.

### **5. Māori Impact Statement**

The improvement of rural broadband and the elimination of mobile black spots will be of benefit to Māori. A slightly higher proportion of Northland's Māori population live in rural areas as compared to the total Northland population (56% compared to 51%). Improved digital connectivity has been identified as a priority by tangata whenua leaders. In *He Tangata, He Whenua, He Oranga*, the economic growth strategy for the Tai Tokerau Māori economy produced by the Te Taitokerau Iwi Chief Executives' Consortium, a 'genuine commitment by all levels of government to reprioritise investment in infrastructure to make it viable to do business and live in the region' is one of the eight key factors identified to transform the region's Māori economy.

### **6. Financial Implications**

While confirming council's offer in principle of financial support (less than \$100,000) does not commit council at this stage to provide that money, a future decision will need to be made, should council proceed with this offer, as to the appropriate source of funding for the grant contribution. This could be from a range of sources, for example through the Investment and Growth Reserve or through the Long Term Plan 2018–2028 process. No decision needs to be made on the source or exact quantum until greater details of the opportunities available come to light.

**7. Implementation Issues:**

By agreeing to offer co-funding in principle, staff resources (minimum of 0.05 FTE) will be tied up in working with CFH over the remainder of 2017 to assess the opportunities for funding.

---

**Authorised by Group Manager:**

**Name:** Jonathan Gibbard

**Title:** Group Manager – Strategy and Governance

**Date:** 9 March 201

**TITLE:       Contributing to the Legal Costs of GMO Court of Appeal Defence****ID:**           A926138**To:**            Council Meeting, 20 March 2017**From:**        Malcolm Nicolson, Chief Executive Officer**Date:**         8 March 2017

---

---

**Executive summary**

The convener of the Inter Council Working Party on Genetically Modified Organisms (ICWP) has requested the regional council contribute \$10,000 to Whangarei District Council's legal costs of defending the position in the Court of Appeal that the regional council has the power to regulate GMOs.

The recommendation to decline the request, because:

- It has not been budgeted for;
- It would represent council taking a more active role in the legal argument than it has previously; and
- It may compromise council's neutral position - given the complexity of the appeals, it may be perceived as council supporting the regulation of GMOs in the Regional Policy Statement.

---

---

**Recommendations**

1. That the report 'Contributing to the Legal Costs of GMO Court of Appeal Defence' by Malcolm Nicolson, Chief Executive Officer, and dated 8 March 2017, be received.
2. That council decline the request from the convener of the Inter Council Working Party on Genetically Modified Organisms to contribute \$10,000, or any lesser amount, to the Whangarei District Council's legal costs of defending the position in the Court of Appeal that the regional council has the power to regulate the use of Genetically Modified Organisms.

---

---

**Background:**

The council decisions version of the Regional Policy Statement directed a precautionary approach to introducing genetically modified plant organisms (excluding

**ITEM: 7.10**

Page 2 of 4

animals)<sup>1</sup> and recommending councils not attempt to address liability for harm from GMOs<sup>2</sup>.

The GMO provisions were appealed to the Environment Court by Federated Farmers (who wanted it removed), and Whangarei District Council (who want it expanded to include genetically modified animals and for the limit on including liability provisions to be removed).

The appeals have been broken into two separate elements – the legal question of whether councils can regulate GMOs under the Resource Management Act 1991 (RMA), and the merits of the regional council regulating GMOs. The Environment Court decided the legal question has to be answered first. The Environment Court and High Court have separately confirmed that the regional council can legally regulate GMOs. Federated Farmers has appealed the High Court's decision to the Court of Appeal<sup>3</sup>.

The regional council's approach to the appeals has been to agree that there is a legal ability to manage GMOs, but to adopt a neutral stance on the merits of whether provisions should be included in the RPS.

Whangarei District Council and the Soil and Health Association of NZ have largely led (and funded) the legal argument through the court processes to date.

Late last year the convenor of the ICWP requested that the regional council contribute about \$10,000<sup>4</sup> to the estimated \$25,000–\$30,000 (plus disbursements) cost to Whangarei District Council of retaining senior counsel for the Court of Appeal hearing (Dr Royden Somerville QC). The same request was made to the Far North District Council and Auckland Council. I have clarified that the request is not from the Whangarei District Council as suggested at the recent council workshop presentation.

The decision for council is whether or not to contribute to the legal costs to defend the position that the regional council has the legal ability to manage GMOs. This is a separate question as to whether council should change its neutral position on the merits of including GMO provisions in the RPS.

---

---

**Considerations:****1. Options**

The options are:

- Contribute \$10,000;
- Contribute a lesser amount; and
- Make no contribution.

---

<sup>1</sup> Policy 6.1.2. The hearing commissioners were of the view that the risk from plants was greater than from animals.

<sup>2</sup> Method 6.1.5.

<sup>3</sup> Hearing date yet to be set, but likely to be mid this year.

<sup>4</sup> Should more than three councils contribute, then the amount will be less.



The argument put forward by the ICWP convener is:

- The regional council should be contributing to defending the position it agrees with<sup>5</sup> and which relates to its own Regional Policy Statement.
- The member councils of the ICWP have committed to collaboration and cost sharing amongst member councils, as recorded in minutes of numerous ICWP meetings.

Other factors to consider are:

- If council were to contribute to the legal costs, it would likely avoid the need for the regional council to have separate legal representation at the Court of Appeal hearing (roughly \$3,000).
- Council has not specifically budgeted for legal costs of \$10,000.
- A regional council contribution to defending the legal position on regulating GMOs would in my view compromise the regional council's neutral position on the merits argument - given the complexity of the appeals, it may be perceived as council supporting the regulation of GMOs in the Regional Policy Statement.
- To date council has taken a minor role in the legal debate.

On balance, the recommendation is to not make a contribution. The main factor being the risk of compromising council's neutral position through the GMO appeals process.

## **2. Significance and Engagement**

In relation to section 79 of the Local Government Act 2002, this decision is considered to be of low significance when assessed against council's significance and engagement policy because it is part of council's day to day activities. This does not mean that this matter is not of significance to tangata whenua and/or individual communities, but that council is able to make decisions relating to this matter without undertaking further consultation or engagement.

## **3. Policy and Legislative Compliance**

This decision is not contrary to policy and legislative requirements.

## **Further Considerations**

### **4. Community Views**

There are some in the community that have strong views on both sides of the debate, and significant interest in all matters involving GMO regulation. GE Free Tai Tokerau has advocated for the regional council to contribute to the legal costs of the Court of Appeal hearing.

---

<sup>5</sup> The legal ability to be able to manage GMOs.

**5. Māori Impact Statement**

Māori haven't been directly consulted on the decision. However, GMOs are a regionally significant issue for Māori (articulated in the Regional Policy Statement).

**6. Financial Implications**

There is no specific budget to pay for the contribution. While there is budget to pay for legal costs of the GMO appeals, they anticipated the regional council taking a minor role (based on the neutral stance). There would likely be savings of around \$3,000 by the regional council not having to have its own lawyer at the hearing (meaning a net additional cost of \$7,000).

**7. Implementation Issues:**

There are no known implementation issues.

**TITLE:** Regional Transport Committee Members and Alternate Members

**ID:** A927661

**To:** Council Meeting, 20 March 2017

**From:** Chris Powell, Transport Manager, and Chris Taylor, Governance Support Manager

**Date:** 14 March 2017

---

### Executive summary

The purpose of this report is to introduce the nominated members, and alternate members, of the Regional Transport Committee (RTC). The report concludes with the recommendation that the council confirms the appointment of these members.

---

### Recommendations

1. That the report 'Regional Transport Committee Members and Alternate Members' by Chris Powell, Transport Manager, and Chris Taylor, Governance Support Manager, and dated 14 March 2017, be received.
2. That council confirms the following members to the Regional Transport Committee:

Councillor John Bain (Chair) – Northland Regional Council;  
Councillor Paul Dimery (Deputy Chair) – Northland Regional Council;  
Councillor Ann Court – Far North District Council;  
Councillor Greg Martin – Whangarei District Council;  
Councillor Julie Geange – Kaipara District Council; and  
Mr Ernst Zöllner – Regional Director Auckland and Northland NZ Transport Agency.

And the following alternate members to the Regional Transport Committee:

Councillor Joce Yeoman – Northland Regional Council  
Councillor John Vujcich – Far North District Council;  
Councillor Phil Halse – Whangarei District Council;  
Mayor Greg Gent – Kaipara District Council; and  
Mr Brett Gliddon – Highway Manager Auckland and Northland NZ Transport Agency.

---

### Background:

#### Land Transport Management Act 2003

Subpart 2, section 105, subsections 1; 2; 4; of the Land Transport Management Act 2003 (Act) stipulates that: -

- 1) *As soon as practicable after each triennial election, every regional council must establish a regional transport committee under this section for its region.*

**ITEM: 7.11**

Page 2 of 3

- 2) *Each regional council must appoint to its regional transport committee: -
  - a) 2 persons to represent the regional council; and
  - b) 1 person from each territorial authority in the region to represent that territorial authority; and
  - c) 1 person to represent the agency.*
  
- 4) *A person specified in subsection (2)(a) to (c) and (3)(a) and (b) may only be appointed on the nomination of the relevant entity.*
  
- 6) *Each regional council must appoint from its representatives the chair and deputy chair of the committee.*
  
- 7) *At any meeting of a regional transport committee, the chair, or any other person presiding at the meeting: -
  - a) has a deliberative vote; and
  - b) in the case of an equality of votes, does not have a casting vote (and therefore the act or question is defeated and the status quo is preserved).*

Northland Regional Transport Committee Members

Following the 2016 local body triennium election, letters were sent to the NZ Transport Agency and to the Far North, Whangarei and Kaipara District Councils requesting a nominated Member and Alternate Member to the Northland Regional Transport Committee.

Formal written confirmation has been received from each approved entity confirming the nomination of the following members:

Councillor John Bain (Chair) – Northland Regional Council;  
Councillor Paul Dimery (Deputy Chair) – Northland Regional Council;  
Councillor Ann Court – Far North District Council;  
Councillor Greg Martin – Whangarei District Council;  
Councillor Julie Geange – Kaipara District Council; and  
Mr Ernst Zöllner – Regional Director Auckland and Northland NZ Transport Agency.

And the following alternate members:

Councillor Joce Yeoman – Northland Regional Council  
Councillor John Vujcich – Far North District Council;  
Councillor Phil Halse – Whangarei District Council;  
Mayor Greg Gent – Kaipara District Council; and  
Mr Brett Gliddon – Highway Manager Auckland and Northland NZ Transport Agency.

---

**Considerations:****Options**

No.	Option	Advantages	Disadvantages
1	Council confirms the nominated members and alternate members	This will affirm council's support of the approved entities' nominations and allow the Regional Transport Committee to progress ongoing workstreams without delay.	Nil
2	Council does not confirm the nominated members and alternate members.	Nil	Council will be negating the approved entities' nominations, will delay the establishment of the RTC and may cause disruption to important workstreams.

The staff's recommended option is 1: that council confirms the nominated members and alternate members.

**1. Significance and Engagement**

Council is required under the Land Transport Management Act 2003 to establish a Regional Transport Committee; the membership of which is also stipulated under the Act. Hence when assessed according to the council's Significance and Engagement Policy is deemed to be of low significance.

**2. Policy and Legislative Compliance**

The activities detailed in the report comply with the requirements of the Land Transport Management Act.

The report also complies with the requirements of clause 31 of Schedule 7 of the Local Government Act 2002 which states that a local authority may appoint or discharge any member of a committee or sub-committee.

Being a purely administrative matter, Community Views, Māori Impact Statement, Financial Implications and Implementation Issues are not applicable.

**Authorised by Group Manager:**

**Name:** Jonathan Gibbard  
**Title:** Group Manager – Strategy and Governance  
**Date:** 14 March 2017



**TITLE:** Re-establishment of TTMAC

**ID:** A927989

**To:** Council Meeting, 20 March 2017

**From:** Rachel Ropiha, Kaiarahi Mātauranga Māori; and Jonathon Gibbard, Group Manager – Strategy and Governance.

**Date:** 7 March 2017

---

### **Executive summary**

During its induction process the new council considered possible options for its governance structure. As part of the overall discussions, council also considered its ongoing relationship with Māori.

Council expressed a strong desire to continue the relationship started last term, however they first wanted to consult with the Māori members of TTMAC to ascertain their thoughts to inform council prior to council making a decision.

A workshop of council and the Māori members of TTMAC was arranged for 22 February 2017 where there was unanimous support for reforming TTMAC (as a working party of council); and options discussed to strengthen the relationship and adding value to other areas of council's decision making process.

Council approval is now sought to re-establish TTMAC as a working party and consider other conclusions reached at the 22 February workshop.

---

### **Recommendations**

1. That the report 'Re-establishment of TTMAC' by Rachel Ropiha, Kaiarahi Mātauranga Māori; and Jonathon Gibbard, Group Manager – Strategy and Governance, and dated 7 March, be received.
2. That council resolve to re-establish TTMAC as a council working party for the 2016/19 triennium.
3. That council appoint councillors Blaikie, Dimery, Finlayson, Shepherd, Smart and Yeoman to the TTMAC working party.
4. That council approve the provision for a co-chair within the governance structure for TTMAC.
5. That council appoint Councillor Dimery as council's representative to co-chair TTMAC.
6. That council seek a nomination from TTMAC for a non-elected member as the associate co-chair.
7. That council confirm the appointment of members Chetham, Hohepa and Tautari of the TTMAC working party onto the council workshops overseeing the development of the new regional plan.
8. That council approve the appointment of one non-elected member from the TTMAC onto each of the following council working parties:

- Natural Resources Working Party;
  - Marine Management Working Party;
  - Pest Management Working Party; and
  - Planning Working Party.
9. That council seek nominations from TTMAC for one non-elected member to be appointed onto each of the council working parties listed in resolution 8 above.
  10. That council seek a recommendation from TTMAC on any amendments to the Terms of Reference for TTMAC, prior to council adoption.
  11. That council reconfirms current TTMAC non-elected membership, subject to TTMAC terms of reference review, and that a letter be sent to each nominating iwi or hapu seeking confirmation of their nomination.
  12. That council approve the provision of caucusing sessions for TTMAC non-elected members, prior to formal working party meetings.
  13. That council reconfirms that adequate staff resourcing will be provided to support the efficient and effective operation of TTMAC.
  14. That council approve TTMAC to hold one workshop to provide input into council's economic development review.
- 

### **Background:**

TTMAC was established as a formal standing committee of council during the 2013–2016 triennium. Council met with the non-elected members of TTMAC on 22 February 2017 to discuss options moving into the new triennium and what a possible relationship might look like.

The meeting concluded with the following recommendations:

1. That TTMAC confirms support for the working party model.
2. That TTMAC confirms the requirement for more time for pre meeting caucusing with adequate support staff.
3. That TTMAC confirms existing membership be retained subject to confirmation of the bodies those members represent.
4. That TTMAC nominate Rowan Tautari, Patu Hohepa and Julianne Chetham to sit on the full council regional plan workshops and that these nominations will be reviewed at the next TTMAC meeting.

Council's Section 17A economic development review was also discussed. While no formal recommendation was put forward, it was agreed that TTMAC non-elected members would workshop with council's consultant to provide input into this review process.

It was noted during the workshop, that the recommendations from the workshop with TTMAC still need to be considered by full council and relevant resolutions sought to formalise these discussions.

---

### **Considerations:**

#### **Re-establishment of TTMAC**

Re-establishment of TTMAC as a working party of council is relatively straightforward given it is reasonably aligned with the previous establishment of TTMAC and



consistent with council's current governance model of establishing working parties if there are no formal delegations provided. Funding and staff support is available within existing budget and resources. Establishment of TTMAC as a working party provides greater flexibility and addresses a number of the issues identified by TTMAC members at the end of the last term.

Staff recommend the establishment of TTMAC as a working party of council.

### **Appointment of one TTMAC member to council working parties**

In the past, council, through consultation with Iwi CEO Forum, appointed a Māori representative on the Environmental Management Committee (EMC). This arrangement existed up until this term when council reviewed its governance structure, replacing standing committees (excluding those required by statute) with working parties. The disestablishment of EMC resulted in the loss of the Māori position (on EMC) and therefore an opportunity for Māori to provide direct input into matters relating to natural resource management.

In the new governance structure, EMC has been replaced with a number of subject focused working parties – Pest Management, Marine Management, and Natural Resources. If council decides to appoint a TTMAC member to each of these working parties, it could be considered that such an arrangement would be consistent with what previously existed on EMC.

Council also has a Risk and Health and Safety, Planning and Audit working parties. The appointment of one TTMAC member onto the Planning Working Party would provide an opportunity for Māori to participate in a particular role and function of council that Māori have expressed significant interest in and the outcomes of which potentially have significant implications for Māori.

Council's Risk and Health and Safety Working Party and Audit Working Party deal solely with council's internal systems, processes and legislative obligations. Given the internal focus of both of these working parties it is considered that membership is most appropriately limited to councillors.

The appointment of one TTMAC member to each working party, as discussed above, can be accommodated within existing council budgets. (Please refer to the Financial Implications section below for further details.)

### **Appointment of TTMAC members to full council regional plan workshops**

Last triennium, council resolved to have two TTMAC members attend full council workshops during the development of the tangata whenua specific provisions of the Draft Regional Plan. This appointment stemmed from an initial recommendation from TTMAC for membership on the Regional Planning Committee.

This term council sought to expand on this approach and invite two TTMAC members to participate in all council regional plan workshops (not just the tangata whenua specific provisions). Council sought nominations of two members during the 22 February meeting with TTMAC. During discussions, TTMAC was unable to decide on two nominations and recommended the appointment of three TTMAC members.

**ITEM: 7.12**

Page 4 of 7

Between 22 February and 20 March 2017, council has held two workshops where these three members have participated. A further five regional plan workshops are likely to be required to confirm the final content of the proposed regional plan by the end of June.

Should council decide it wishes to only provide for two members then staff recommend that this request is taken back to TTMAC to confirm who those two members are. Staff would highlight that TTMAC's next meeting is not scheduled until early-April, whereby council will have already held about half of its intended regional plan workshops.

Appointment of three TTMAC members to participate in full council regional plan workshops can be accommodated within existing planning budgets.

Staff recommend the appointment of three TTMAC members onto the full council regional plan workshops as nominated by TTMAC non-elected members during the 22 February meeting.

**Provision for a co-chair**

With the establishment of TTMAC as a standing committee of council, standing orders prevented the ability for a co-chair arrangement, as was sought by non-elected TTMAC members. As an alternative, a deputy chair structure was endorsed by full council.

Should council confirm to re-establish TTMAC as a working party of council, standing orders do not apply, and council has the flexibility to now provide for a co-chair arrangement.

Providing for a co-chair does not counter any council policy. Further, there is a precedent for this in the Mangere Catchment Group which is co-chaired (by non-council members). Supporting the establishment of a co-chair arrangement would likely be considered a step in the right direction towards further enhancing the current council Māori relationship.

Staff recommend that council approve the establishment of a co-chair arrangement to govern the TTMAC.

## 1. Options

No.	Option	Advantages	Disadvantages
1	Adopt the suite of recommendations in this report.	<p>Reaffirms council's previous decision to pursue this relationship and builds on previous goodwill and momentum.</p> <p>Provides a mechanism for a relationship with Māori at a governance level, enabling input by Māori into council processes/decisions.</p> <p>Showing clear leadership in this area across local government in New Zealand.</p>	This will add another meeting (TTMAC) each month to an already full council calendar.
2	Do not adopt the suite of recommendations in this report but resolve to meet again with the non-elected members of TTMAC to discuss further issues and options.	<p>Articulates council is still considering the value of this committee/relationship however wants to talk further about the detail.</p> <p>Provides council with more time to consider alternative options and implications.</p>	Council would have no formal process within its governance structure to engage with Māori and provide for Māori input into council decision making.

Staff recommend Option 1 as this reaffirms the discussion had at the February meeting with the TTMAC and provides a sound basis to move forward during this triennium.

## 2. Significance and Engagement

In relation to section 79 of the Local Government Act 2002, this decision is considered to be of low significance when assessed against council's significance and engagement policy because it has previously been consulted on and provided for in council's Long Term Plan and Annual Plans and/or is part of council's day to day activities. This does not mean that this matter is not of significance to some communities, but that council is able to make decisions relating to this matter without undertaking further consultation or engagement.

For the purposes of the Local Government Act 2002, while the report and decision might not directly involve a decision in relation to land or a body of water, therefore triggering the need for particular consideration to be given to any issues that impact Māori, the decision does however have implications for Māori in regards to establishing and maintaining processes for Māori to have input into council's decisions, provision of information and capacity building.

### **3. Policy and Legislative Compliance**

Endorsement of the recommendations is consistent with section 81 of the Local Government Act 2002 regarding provision for Māori to participate in the decisions of council, and is also in line with the council's Long Term Plan both in regards to its key value area and its policy on building Māori capacity.

### **Further Considerations**

#### **4. Community Views**

Community views on the establishment and funding of TTMAC were sought through the Long Term Plan 2015–2025 and the 2016/17 Annual Plan processes.

The most recent process to obtain community feedback was through the Annual Plan 2016/17 where further funding was sought to:

- provide the necessary funding to comply with council policy; and
- enable reimbursement of travel and attendance at regional hui and working parties.

Of the 16 submissions, 42% agreed with the initiative to support funding to enable attendance while 26% disagreed noting the different treatment of Māori and non-Māori. Council resolved to endorse the additional funding at its full council in June 2016.

#### **5. Māori Impact Statement**

Māori were engaged at a regional hui when council first sought to establish TTMAC where endorsement was received for the creation of the committee. At the end of that term (2013–2016), TTMAC members provided a report to the outgoing council on the benefits of continuing this relationship.

The focus of the 22 February meeting was to consult with the Māori members as to their thoughts and aspirations in regards to the reformation of TTMAC.

The re-establishment of TTMAC is a positive step towards council meeting its section 81, Local Government Act, obligations to provide and maintain opportunities for Māori to be involved in the decision-making processes of council.

#### **6. Financial Implications**

The funding to establish and support TTMAC has previously been provided for through both Long Term and Annual Plan processes.

Council has budgeted \$56,500 per annum to cover meeting fees and travel expenses for the non-elected TTMAC members. Based on average attendance rates and mileage claims from last term, council can cover non-elected member attendance as follows:

**ITEM: 7.12**

Page 7 of 7

- a. Five formal TTMAC working party meetings.
- b. Five council/TTMAC regional hui.
- c. Five TTMAC technical working party meetings (based on nine TTMAC members).
- d. Provision for one TTMAC member to participate on four of council's working parties (based on an average of six meetings per working party per year).

**7. Implementation Issues:**

There are no additional implementation issues over and above those highlighted above.

---

**Authorised by Group Manager:**

**Name:** Jonathan Gibbard  
**Title:** Group Manager – Strategy and Governance  
**Date:** 8 March 2017



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

**ID:** A927549

**To:** Council Meeting, 20 March 2017

**From:** Bill Shepherd, Chairman

**Date:** 9 March 2017

---

### **Executive summary**

This report is to receive information from the Chairman on strategic issues, meetings/events attended, and correspondence sent for the month of February 2017.

---

### **Recommendation**

1. That the report 'Chairman's Report to Council' by the Chairman, Bill Shepherd, and dated 9 March 2017, be received.

---

### **Strategic issues:**

The biggest news for Northland this month was the announcement of the \$500 million upgrade of State Highway 1 from Whangārei to the Ruakaka roundabout. This announcement follows hot on the heels of other good news stories for Northland's vital transport link to the rest of New Zealand. State Highway 15 announced towards the end of 2016 will over time see significant improvements to our inland freight route. More recently the NZ Transport Agency announced that it is planning to connect Northland to Auckland with a four lane highway.

But the good news does not stop there. Four of the promised 10 bridge upgrades are well underway along with the Whangārei to Kamo walkway/cycleway.

Consultants for the Section 17 A review of how we deliver economic development to the region have been appointed and have just begun the process of reviewing what we do and comparing it with best practice.

February and March seem to be the months of big announcements. The government's Clean Water Proposals have huge implications for regional councils and landowners. Northland in particular, with its unique blend of soils, topography and subtropical climate, puts us at a disadvantage compared with other regions in NZ. If Northland is to achieve the government's aspirations, we will need substantial taxpayer assistance.

**Meetings/events attended:**

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

- Meetings attended with the council's CEO, Malcolm Nicolson:
  - Clare and Tony Davies-Colley – Port Nikau issues. Councillor Sinclair also attended.
  - Meet and greet with Far North District Council (Councillors Blaikie, Finlayson and Yeoman also attended).
  - Catch up meeting with Philippa Fourie, Rowan Hartigan, and Eric Morrison from Fonterra.
  - Steve Knuckey from Martin Jenkins – Economic Development Activity Review. Councillor Sinclair and Darryl Jones, Economist, also attended.
  - Meeting with Pita Tipene prior to TTMAC workshop.
  - Regional Sector meeting in Wellington.
  - Coastal bargaining meeting at The Orchard.
  - Sir John Goulter and Jon Moore, Northport – review of responsibilities for Whangārei Harbour Safety Management.
  - Northland Mayoral Forum meeting hosted by Northland Regional Council.
  - Northland|Forward Together Strategic Planning Workshop, Kaikohe.
  - Discussion on projects identified for Taumarere Catchment with Willow-Jean Prime, Councillor Blaikie, and Bruce Howse, Group Manager – Environmental Services.
  
- A lunch in Kerikeri for councillors from the last triennium.
- Meeting at Waitangi with Hon. Simon Bridges, Minister of Transport; and Jamie Gray, Senior Ministerial Advisor – dust on roads in Northland.
- Breakfast with Hon. Steven Joyce, Minister of Finance; and Hon Simon Bridges, Copthorne Waitangi.
- Northland National Party luncheon with Rt Hon. Bill English, Prime Minister, as special guest.
- Sue and I attended the reception on board HMNZS Wellington at Ōpua.
- Ernst Zöllner, New Zealand Transport Agency – update on Northland Transport Corridor.
- Regional Land Transport Plan Three Year Review Workshop.
- Discussion on a marine park at Shane Reti's office. Justin Murfitt, Resource Management Planning and Policy Manager, also attended the meeting.
- Kelvin Davis, MP for Te Tai Tokerau – Māori representation.
- Mangere Catchment meeting.
- Breakfast meeting with Hon. Steven Joyce and Shane Reti.



**Correspondence:**

During February 2017 I sent out the following correspondence:

<b>Date</b>	<b>Addressed to</b>	<b>Subject</b>
15.02.17	Suzanne Doig Chief Executive Officer Local Government Commission	North Rodney application
16.02.17	Kelvin Davis MP for Te Tai Tokerau	Māori representation
16.02.17	Clare Burch	Further funding for Hundertwasser project

---

**Authorised by Chairman:**

**Name:** Bill Shepherd  
**Title:** Chairman  
**Date:** 10 March 2017



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

**ID:** A924799

**To:** Council Meeting, 21 March 2017

**From:** Sally Bowron, PA/Team Admin – Strategy and Governance

**Date:** 9 March 2017

---

### **Executive summary**

To update the council on recent activities and progress on achieving council priorities.

---

### **Recommendation**

1. That the report 'Chief Executive's Report to Council' and dated 9 March 2017, be received.
- 

### **8.2.1 HIGHLIGHT**

---

Announcement of the \$500 million upgrade of State Highway 1 from Whangārei to the Ruakākā roundabout. More recently the NZ Transport Agency announced that it is planning to connect Northland to Auckland with a four lane highway.

### **8.2.2. CEO'S OFFICE**

---

#### **SHARED SERVICES**

The Northland Transportation Alliance and the digital enablement and roll out of telecommunications infrastructure in Northland remain the top two priority shared services projects. However, the four Councils are also currently:

- Providing combined assistance and information to Crown Fibre for the Mobile Blackspot initiative
- Addressing report recommendations from the study into waters infrastructure (supply, sewerage and the treatment and disposal of sewage, stormwater drainage, and flood protection and control works)
- Concluding negotiations with the LIDAR provider for the geospatial mapping of Northland's topography. The project has financial support from LINZ, MBIE, MPI and all Councils
- Sharing, and have joint, professional development and staff leadership programs;
- Preparing a regional shared viewer capturing and managing all types of spatial or geographical data across Northland (geographical information system - GIS)

## **COUNCIL PROPERTY UPDATE**

### **Commercial**

- Agents are currently tendering for the right to market 8 Kensington Avenue (the former Countdown site) now that the Whangārei District Council roading improvements on and around the site are complete.
- The council sale of a significant CBD commercial property has been renegotiated and signed by both parties. It is subject to purchaser finance and consenting, and is to go unconditional on 31 March, 2017.
- The council now owns the freehold of two adjacent holdings comprising of 6 titles in the CBD.
- The hearings for the Hannah Street arbitration have concluded and a decision is pending. Another Hannah Street arbitration is imminent.

### **Industrial**

Four of six contiguous commercial/industrial properties have been sold freeholding them into the ownership of the local business owners and investors.

## **8.2.3 CORPORATE EXCELLENCE**

---

### **FINANCE**

Council has achieved a YTD surplus after transfers to and from reserves of \$651K. This represents an improvement on Council's performance following high volatility of managed funds performance earlier in the year.

### **INFORMATION SERVICES AND TECHNOLOGY**

#### **Regional Software Holdings Limited**

Progress against the Statement of Intent performance measures have been reported on, and the items of significance during the last six months include:

- Three IRIS releases have been successfully delivered in the current year. These have included three RSHL funded major enhancements, twenty-two minor enhancements, twenty-eight support fixes and three regional council funding major enhancements.
- RSHL has been selected as the preferred vendor to Hawkes Bay Regional Council.
- Carol Cottam (NRC) has replaced Graham Alsweiler (Environment Southland) as the Advisory Group Chair.

## **8.2.4 REGULATORY SERVICES**

---

### **PLANNING AND POLICY**

#### **New Regional Plan**

Council has had two workshops (out of a planned 8 -10) to develop the Proposed Regional Plan. The provisional goal is to notify the Proposed Regional Plan for submissions in August 2017.

### Regional Policy Statement – Genetically modified organisms

On 10 February 2017 Federated Farmers lodged an appeal of the High Court decision on the legal ability to regulate GMOs. There is no indication when the Court of Appeal hearing will be.

### Clean Water Proposal

In February 2017, the government released a consultation document outlining several initiatives relating to freshwater, including:

- National targets for swimmable rivers (90% of specified rivers by 2040)
- Proposed changes to the National Policy Statement for Freshwater 2014 (including amended *E.coli* standards, new monitoring requirements, management of nutrients, clarification of Te Mana O Te Wai and the meaning of 'maintain and improve water quality')
- Freshwater improvement funding
- Proposed stock exclusion regulations.

These proposals are open for submission until 28 April 2017. Staff have yet to fully assess the implications of these changes but it is very likely a submission will be recommended and a draft presented to the council meeting of 18 April 2017.

### Urban Development Agencies

In February 2017 Government also released a discussion document on establishment of Urban Development Authorities (UDAs). The proposal is designed to streamline urban development by setting up an UDA to oversee specific urban development projects. Any such UDA proposal is initiated by territorial authorities or central government. UDA's could have a range of powers including:

- land assembly
- compulsory acquisition
- reserves d
- district and/or regional planning/consenting powers.

UDA projects must give effect to national policy statements but can over-ride Regional Policy Statements and plans. Staff have yet to fully assess the proposal and whether a submission is warranted. Submissions close 19 May 2017.

### Land use and subdivision applications

During February 2017, 23 non-notified resource consent applications were received from the district councils. Comments were raised on one application relating to hazardous substances.

## CONSENTS

### Consents in Process

During February 2017, a total of 58 decisions were issued. These decisions comprised:

0	Moorings
9	Coastal Permits
0	Air Discharge Permits
5	Land Discharge Permits
12	Water Discharge Permits
21	Land Use Consents
3	Water Permits
8	Bore Consents

The processing timeframes for the February 2017 consents ranged from:

- 266 to 6 calendar days, with the median time being 53 days;
- 171 to 3 working days, with the median time being 20 days.

38 Applications were received in February 2017.

Of the 133 applications in progress at the end of February 2017:

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

### **Appointment of Hearing Commissioners**

The following commissioner was appointed for one consent hearing in February 2017: Mr Rob Lieferring for consents associated with the construction of a new landing facility at Colenso Triangle, Ōpua. The hearing is scheduled for 3 and 4 April 2017.

### **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 2017 is (by number):

Applications Publicly/Limited Notified During Previous Month	1
Progress on Applications Previously Notified	4
Hearings and Decisions	0
Appeals/Objections	1

## **ENVIRONMENTAL MONITORING**

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

The results of compliance monitoring for the period 1– 28 February 2017 are summarised in the following table and discussed below.

Activity	Assessments	Fully Compliant	Non-Compliant	Significantly Non-Compliant	Not exercised during period
Air Discharges	9	7	0	0	2
Coastal	124	101	5	0	18
Land Use	5	5	0	0	0
Discharges to Land or Water	100	84	5	1	10
Water Permit	77	70	6	0	1
<b>Total</b>	<b>315</b>	<b>267 (84.77%)</b>	<b>16 (5.08%)</b>	<b>1 (0.31%)</b>	<b>31 (9.84%)</b>

### **Air discharges**

A total of 23 air quality related environmental incidents were received. The number of burning and smoke nuisance complaints decreased significantly due to a region wide fire ban enacted by district councils. The hot, dry weather resulted in an increase in the number of dust nuisance complaints during the period.

Continuous ambient PM<sub>10</sub> monitoring results for Whangārei, Marsden Point and Kerikeri airsheds showed that compliance was met with the National Environmental Standards (NES) for the contaminants monitored. PM<sub>2.5</sub> results for Whangārei also indicated compliance with the Ambient Air Quality Guideline.



PM<sub>10</sub> monitoring of the Dargaville airshed commenced during the last week of February. The monitor is located at 122 Awakino Road, Dargaville.

PM<sub>10</sub> monitor at Dargaville

## Coastal

Most consents monitored during the reporting period related to coastal discharges (treated municipal sewage, industrial and stormwater) and coastal structures. Holders of consents for dredging were also contacted regarding their planned dredging activities for 2017.

Marine pollution patrols of the Bay of Islands, Whangārei, Tutukaka and Whāingaroa (Whangaroa) Harbours have concluded for the summer period. A total of 84 vessels were approached regarding Northland's marine sewage rules. 75% of vessels had holding tanks, 11% portable toilets, 5% treatment systems, while 2% stated they had no means of treating or containing their sewage. The level of support was also surveyed for a mobile pump-out facility in the Bay of Islands, similar to the rubbish barge previously provided by Council, which has been identified as a potential council initiative. There was general support for the concept with 73% advising they would use the service. However, overall opinion was that it was not needed in the outer Bay of Islands where vessels generally navigated daily to waters where they can legally discharge sewage.

The Kaipara Harbour water quality run was undertaken. Results indicated low faecal indicator bacteria at all sites.

The Estuary Monitoring Programme (EMP) commenced for the year. Long-term sampling sites within five "sentinel" harbours are to be assessed during the year, with Ruakākā and Whāingaroa (Whangaroa) undertaken during February. The EMP involves sampling of the biological communities, physical (sediment particle size) and chemical properties (nutrient and metal contaminants) of the sediment, at core locations to assess the ecological health of our estuaries and its relationship with sediment quality. Changes over time are also assessed to help evaluate the effectiveness of the regional plans and enable informed decision making relating to activities which impact these systems.

## Hazardous Substances

- 47.5 kg of hazardous waste was disposed of via the hazardous waste disposal service and an additional 24 kg of herbicide diverted for re-use by landcare groups at Kaitāia. A new system for managing chemicals is being developed to improve efficiency and reduce administration time spent on disposal.
- Thirty-two enquiries regarding contaminated land were received and responded to.
- Four hazardous substances incidents were received and responded to. Of these, three incidents involved the incorrect fuelling of vehicles where fuel was removed and dumped by the customer.

**Discharge and Land Use monitoring**

Routine compliance monitoring of discharge and land use consents has continued during the period. The number of ‘active’ earthworks consents has increased. Correction: It was incorrectly reported to the August 2016 Environmental Management Committee that Marsden Maritime Holdings Limited (REG.037637.01) was significantly non-compliant. The council’s database has been corrected and the incorrect entry removed.

**Summer Recreational Bathing Water Quality Surveys 2016–17**

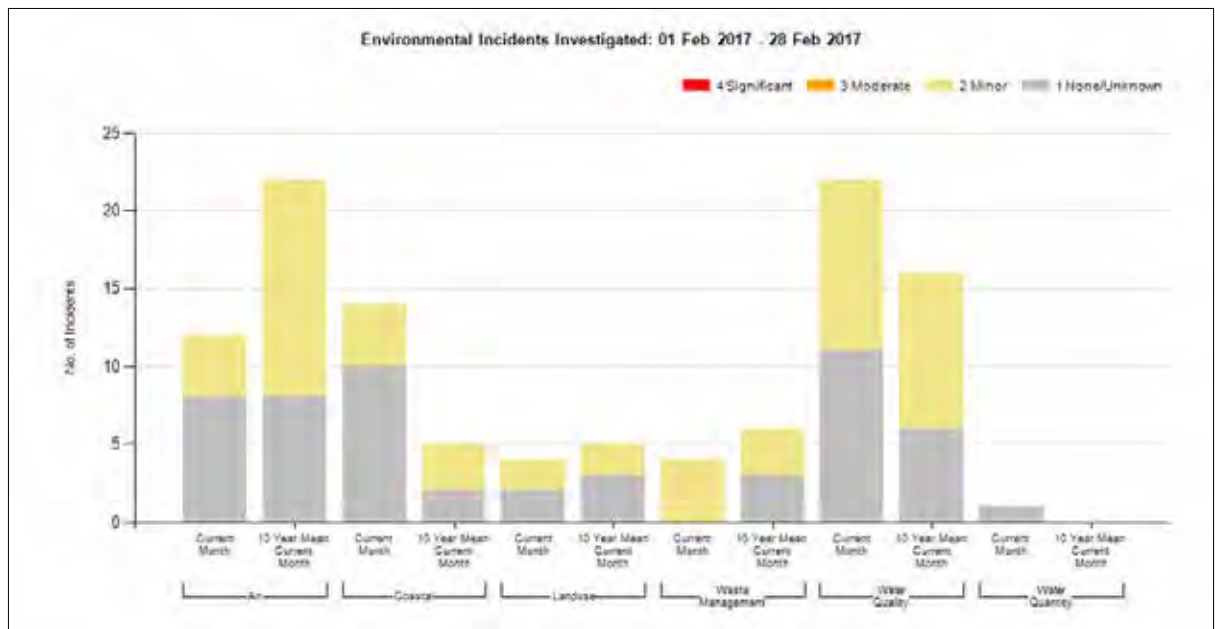
The recreational bathing programme commenced on 21 November 2016 and concluded on 20 February 2017, with up to 46 coastal and 13 freshwater sites sampled on a weekly basis. The following table shows the number of sites which had “unsuitable for swimming” results over the reporting period.

Sites	Week 1 21/11	Week 2 28/11	Week 3 05/12	Week 4 12/12	Week 5 19/12	Week 6 28/12	Week 7 04/01	Week 8 09/01	Week 9 16/01	Week 10 23/01	Week 11 31/01	Week 12 07/02	Week 13 13/02	Week 14 20/02
Coastal	0	0	0	0	0	0	0	0	0	1	0	0	0	0
Freshwater	1	0	0	0	1	1	0	0	1	6	0	0	0	2

Week 10 stands out from the above table. However, sampling followed shortly after the only period of more than minor rainfall Northland experienced in January 2017.

**Environmental Incidents**

There were no incidents resulting in a moderate or significant environmental impact recorded for the period 1– 28 February 2017. The following graph shows the number and type of environmental incidents received compared with the 10 year mean for the reporting period.





**Enforcement****Abatement Notices**

There were six abatement notices issued during the period. These were for:

Burning & smoke nuisance	3
Non-compliance with an abatement notice	1
Illegal dam structure	1
Occupation of the CMA	1

**Infringement Notices**

A single notice was issued during the period, which was in relation to an illegal reclamation.

**Prosecutions****Chemical discharge in Ruakākā**

The defendants entered guilty pleas to all charges and were sentenced on 27 January 2017 in the Auckland District Court. An Enforcement Order was issued against all three parties on 2 February 2017.

**Enforcement Order**

Council applied for an Enforcement Order against an individual who has been illegally disposing of septic tank waste on properties in the Tangowahine area. Court-led mediation was held on 28 February 2017 resulting in an agreement on conditions of the Enforcement Order. The conditions essentially require the individual to cease the collection and disposal of septic tank waste, sewage and septage in Northland until such time he has obtained either the required resource consents to authorise the discharge of these wastes or has obtained approval to dispose of these wastes at a facility that is already authorised to discharge these wastes.

**8.2.5 ENVIRONMENTAL SERVICES****LAND MANAGEMENT**

There has been no change in the status of the Environment Fund allocation year to date since the February 2017 report, with the fund fully allocated.

**Farm Water Quality Improvement Plans (FWQIP) 1 July 2016 to 28 February 2017**

Year to date, a total of 119 FWQIP's have been commenced, 71 FWQIP's have been completed, with a further 125 in progress.

**WAIORA NORTHLAND WATER**

Whāngārei Harbour, Mangere, Waitangi, Poutō and Doubtless Bay working group meetings were held in late February 2017. The groups discussed submissions received on the draft catchment plans and priorities for the non regulatory actions in the catchments.

The Waitangi catchment working group has agreed to merge with the Waitangi river working group.

### **Kaipara Hill Country Erosion Project**

Staff are continuing to work with landowners to produce Kaipara Hill Country Erosion Plans (KHCEP) and providing advice and facilitating access to the Environment Fund for the fencing of waterways and retirement areas, riparian plantings and soil conservation projects. 21 KHCEP's have been completed or are in progress so far.

For 2016/17 financial year, \$361,498.80 of the Environment Fund has been allocated to 85 projects within the Kaipara catchment. \$306,427.30 (85%) of this has been granted to projects on properties identified with 'Areas of High Erosion Risk'. The Environment Fund milestone within the MPI contract requiring \$200,000 of the Environment Fund to go towards projects within the Kaipara catchment has been achieved.

### **SOIL CONSERVATION**

#### **Nursery**

18 people from regional councils around the country attended the Poplar & Willow Nursery Manager's Working Group Meeting hosted by NRC over two days. The other councils were impressed with the NRC's progress to date at the nursery.

### **BIODIVERSITY**

#### **CoastCare**

Seaweek 2017 ran from 25 February to 5 March and CoastCare Northland again joined forces with Enviroschools to provide beach clean-up kits to groups and schools. 55 applications for kits have been received with a total over 3000 people registered to take part. All three district councils have provided free disposal of rubbish collected. CoastCare attended two beach cleans which took place during Seaweek: Ruakākā where eight bags of rubbish were collected; and Taipa where the local kindergarten and childcare centre collected litter from the reserve, dunes and beach.

#### **Lakes**

Council staff have been working with the Taharoa Domain Board with regards to supplying council information and data more effectively. An on-site meeting was held with Ngāti Kahu, Land Corp and DOC to address the issue of vehicle impacts in Lake Waiporohita. Lake-front plantings, bollards, signage and media releases are underway.

#### **Wetlands**

Reassessment of the 26 wetlands monitored 3 – 5 years ago, following Environment Fund fencing was completed over summer. The results show that 21 of the 26 wetlands have improved. For around a quarter of the plots an increase in the number/spread of introduced plants and in a few cases, continued grazing of stock in the wetlands is a problem. Advice on how to remedy these issues was given to landowners along with the monitoring results.

### **BIOSECURITY**

#### **Biosecurity Environment Fund (Bio-Fund)**

Environment Fund grants have been utilised widely across the region to assist land owners to control pest animal and weeds. A survey of recipients of the fund is underway and results expected to be summarised during April. The information will

be used to improve service delivery and better understand community pest control needs.

### **Russell Forest Pest Control**

Staff are continuing to meet and liaise with a Russell Forest working group over proposed pest control operations which is primarily focused across the co-governed public conservation area of approximately 10,000 hectares. As part of this planning, biosecurity staff are working with local Iwi and communities to understand how to support pest control work on private land surrounding the forest.

### **New Trap Monitoring Technology**

Since late 2015, staff have been working with Encounter Solutions Ltd, trialling a network of remote trap monitoring sensors. The sensors which are about the size of a small bedside clock, are attached to a variety of traps and immediately notify the user when the trap has been set off. This new technology will be integrated into two community pest control programmes (Tangihua and Kiwi Link CPCAs) with the aim of saving time in checking trap and baiting lines.

### **Predator Free 2050 (PF2050)**

The government announced Predator Free 2050 in July 2016 and the announcement included financial support of \$26 million. More recently a board of directors has been appointed and Predator Free 2050 is expected to release more detail once a Chief Executive has been confirmed. Staff submitted to a stocktake, which highlighted current and potential investment opportunities in Northland to help inform a long-term vision and are now working on a plan to partner with organisations such as Department of Conservation, KiwiCoast and Reconnecting Northland on regional scale pest control.

### **Kauri Dieback**

Aerial surveillance was undertaken in January 2017 looking for possible Kauri Dieback infected areas. Contractors were contracted by MPI to carry out the surveillance with a report on their findings expected soon. Initial results found many areas of Northland suffering from drought conditions making it difficult to pick up areas of Kauri Dieback. Known areas of Kauri Dieback looked to be showing more symptomatic possibly due to this added stress.

### **Marine Pest Update**

The dive team are back in the water this month, after a well-earned break and continuing hull surveillance in the Whangaroa Harbour. Of the vessels surveyed in the last month six vessels have been issued with a notice of direction to clean their hulls. In the last 12 months, more than 60 notices have been issued and over 1000 hulls checked and the dive team is on target to check 1200 hulls before the end of May.

### **Eradication Plant Species Update**

New sites of eradication plants and national interest pest plants like salvinia (an invasive water weed) continue to be found and come under Regional Council or MPI management. A new site of a species of common horsetail, another very invasive weed which is toxic to stock, has also come to NRC's attention and will be confirmed shortly. Several of these have been reported by the public which indicates better awareness and willingness to help in the battle to preserve our natural heritage.

**Spartina**

Biosecurity officers, with the aid of summer students worked on the Spartina (spartina alterniflora) spray programme over the past two months in accordance with the Regional Pest Management Strategy. There are decreasing amounts of regrowth found on all sites and most sites are now clear of Spartina.

**RIVERS****Awanui**

Long-reach maintenance work on the mid Awanui is underway, work will now transition to the Awanui “Choke” modification. The annual flood gate maintenance and spraying work is nearing completion.

**Kaeo-Whangaroa**

Maintenance works for topping up a section of the Kāeo Flood Scheme stopbank is nearing completion.

**Kerikeri-Waipapa**

Staff are working with NZTA regarding cross-sectional channel improvements underneath State Highway bridges.

**Kawakawa – Taumarere**

A field trip is scheduled for 9 March and the Taumarere Flood Management Working Group Meeting will be held on 13 March.

**Ruakākā**

Mangrove removal work was completed at the Marsden Road Bridge.

**Kaihū**

River bank rock stabilisation, Rice Grass spraying and tree removal work is underway.

**Minor Rivers Works**

River	Minor River Work Programmed for Current Season	Status
Awanui	Awanui - Bells Hill Inclinator Reading - Drillers	Completed
	Awanui - Bells Hill Inclinator Reading - T&T Logging	Completed
	Awanui - Bells Hill Inclinator Reading - Geotechnics	Completed
Rotokahi	Rotokahi - Maintenance upstream of the bridge in Pawarenga Rd, Pawarenga	April
Ruakākā	Ruakākā - Cleaning around Cotton Rd Bridge and Flyer Road Bridge	Completed
	Mangrove Removal – Marsden Point Road Bridge	Completed
Panguru	Panguru - Debris Blocking box culvert at Otengi and gravel extraction and West Coast G02 Bridge - gravel extraction	Completed
Omanaia Stream (Pakanae)	Omanaia (Pakanae) Vegetation Removal (Follow up Spraying)	Mid-March
Otiria/ Moerewa	Maintenance of overland flow path	Completed
	Otiria bund removal	Completed
	Moerewa - Gravel Extraction SH1 Bridge Turn Table Hill	Completed
	Moerewa - Willow Maintenance Spraying downstream of bridge at Turn Table Hill	March
	Moerewa - Bank reforming and willow removal upstream of the bridge of Pokapu Rd	Feb-March

River	Minor River Work Programmed for Current Season	Status
Tarawhataroa	Tarawhataroa - Bank Erosion Stabilization	Completed
Victoria	Victoria - Gravel Management - Victoria Valley	Mid-March
Paparoa	Paparoa - Removal of Logs and Debris	Completed
Ngunguru	Removal of dead willows from creek	April
Otaika	Dead trees to remove	Mid-March
Tangowahine	Drill and Kill Willows	April
Waimā	Waimā – Resource consent application	Completed

## NATURAL HAZARDS

### Coastal Hazard Mapping Project

Staff have commissioned Tonkin and Taylor to undertake minor revisions to the Coastal Hazard Mapping following the lessons learned from the Christchurch coastal hazard mapping review and submissions received on the draft Northland mapping. Staff expect to finalise the maps later this year.

### Regional LiDAR Project

Staff are working on finalising a contract with RPS Consultants NZ Limited (RPS), and the funding agreements with the six funding partners. A setback has occurred with RPS' application to the Civil Aviation Authority for permission to fly their aircraft in New Zealand. The application was denied and, following further consultation with the Civil Aviation Authority, RPS are re-lodging the application.

## HYDROLOGY

### General

The Northland climate change projection report has been presented to the Four Waters Group. Possible dates for NIWA to present the report will be discussed at the next meeting in early March.

It has been a good month for rainfall, in particular the Far North which received 160-180% above the normal rain expected for February. The dry conditions have persisted in the southern catchments of Northland. Some rivers are approaching drought flows but the weather models are showing some good rain arriving 7 March, which may persist for 3-4 days.

### Hydrology Team Work Programme

Three hydrometric stations were installed over the last two months; they include:

1. Waimāmaku rain gauge
2. Ngataki rain gauge
3. Sweetwater monitoring bore.

After communication with the Territorial Authorities (TA) and New Zealand Transport Agency (NZTA), the Hydrology team will submit two generic traffic management plans for sign-off by the TA's and NZTA. The traffic management plan will enable the hydrology team to work alongside the road for routine inspections/ maintenance and flood gauging.

### Water Resources Team Work Programme

Water Management Group has been commissioned to develop water balance models for the Waiparera, Heather, Rotoroa and Ngatu lakes in the Aupōuri Peninsula. These

models will assist in understanding surface and groundwater contributions to the lakes and potential land use impacts. Water Management Group are also developing an excel-based water balance tool to enable NRC staff to run future models as more data becomes available on our dune lakes.

## 8.2.6 STRATEGY AND GOVERNANCE

### ECONOMIC DEVELOPMENT

#### Investment and Growth Reserve

Project	February Update	Future developments/ reporting
Better Water Management	Consultants report that all aspects of the scoping of irrigation scheme options is on track, including modelling, stakeholder engagement and demand assessment.	First draft is due 31 March, with workshop scheduled for 11 April.
Twin Coast Cycle Trail (TCCT)	Project update provided by FNDC and will be presented at the March council meeting.	Awaiting further progress reports and associated invoices.
The Orchard	First quarterly report, for the three months ended December received (provided electronically to councillors).	Final one-third payment to be made in early 2017.
Resource Enterprise Limited (REL)	None.	Financial report for the year ended March due end of July.
Twin Coast Discovery Revitalisation	Report for the six months ended December received (provided electronically to councillors).	Report for the six months ended June due in mid-July.
Regional Promotion	Report for the six months ended December received (provided electronically to councillors).	Report for the six months ended June due in mid-July.
Waitangi Mountain Bike Park	First invoice paid once additional reporting was provided. As at end of January, 10km of additional track had been constructed this summer with a further 13km to build, bringing the total track length to almost 36km by end of April.	Further invoices expected in March as Stage 2 development is completed.
Extension 350	Letter received from Northland Inc containing funding commitments from third parties and proposed performance indicators.	Finalise funding agreement.
Maungatapere Berries	None.	Awaiting final proposal based on discussions, along with independent third party assessment of the deal.
Hundertwasser Art Centre (Whangārei)	Letter sent to Whangārei Art Museum Trust (WAMT) outlining terms of funding and seeking acceptance of terms.	Finalise funding agreement with WAMT.

**Other activities undertaken included:**

- Inception meeting with MartinJenkins and staff from the three district councils. All necessary background material on NRC’s economic development activities for incorporation into the review was provided.
- Work with other Northland local authorities to develop a response to Crown Fibre Holdings expansion of broadband (RBI2) and mobile black spots coverage.
- Six-monthly report for the period ending 31 December 2016 received from Creative Northland.

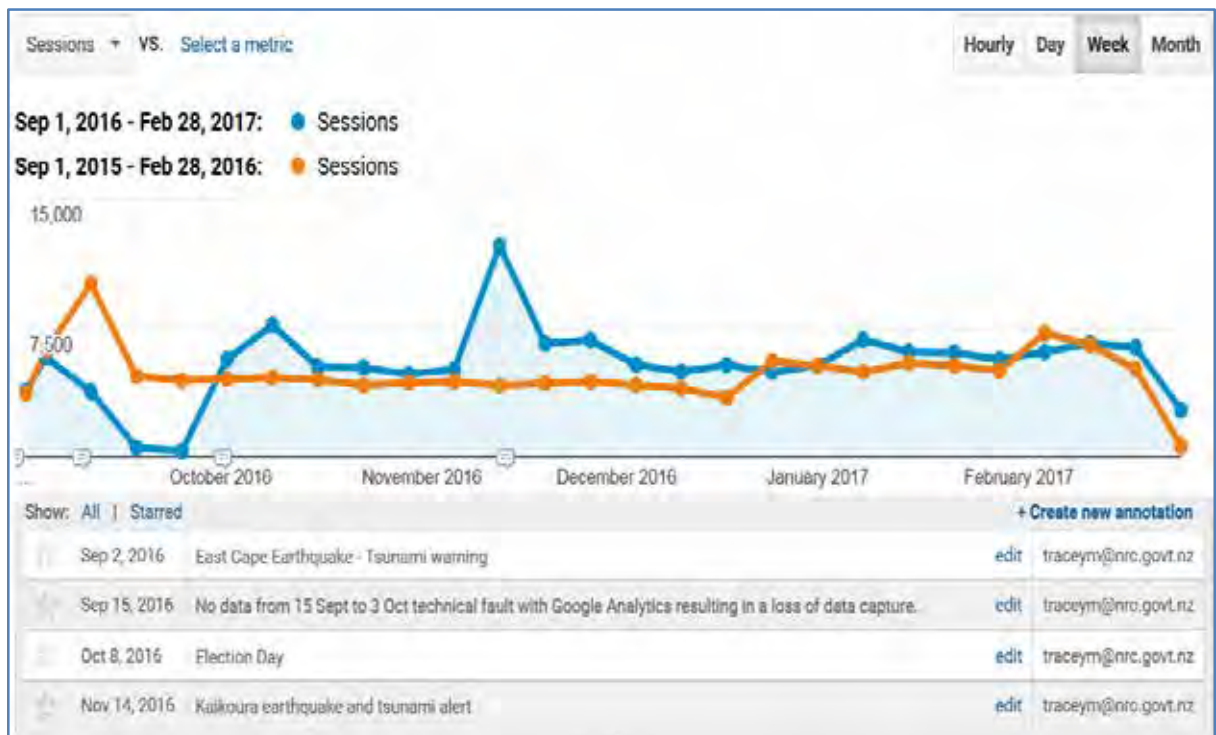
**COMMUNICATIONS**

**Councillor constituency columns and photographs**

Templates for all councillor constituency columns have been refreshed and updated for the current council term. Publication of columns has resumed with Kaipara’s first up. Articles included a report on Kaipara’s role in a study investigating irrigation as a potential tool to ease the impacts of future droughts and boost Northland’s economy. Other articles included the ‘Extension 350’ project, which involves Northland farmers working together to lift the performance of the region’s agriculture industry, and an item on the Tangihua Community Pest Control Area.

**Online channels**

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



Key Performance Indicators	Nov-16	Dec-16	Jan-17	Feb-17
<b>WEB</b>				
E-payments made	9	3	3	4
# subscription customers (cumulative)	1,121	N/A	1,139	1,161
<b>SOCIAL MEDIA (cumulative)</b>				
# Twitter followers	1,201	1,218	1,235	1,241
# NRC Facebook fans	2,343	2,490	2,945	3,226
# NRC Overall Facebook Reach	74,694	96,975	122,056	99,362
# CDEM Facebook fans	11,846	12,440	12,653	12,796
# CDEM Overall Facebook Reach	253,179	116,419	68,652	32,475

Subscription customer figures are unavailable for December due to holiday period.

## Events

### **Kai Iwi Lakes open day (Saturday 28 January)**

This event focuses on showcasing the uniqueness of Kai Iwi lakes and why it is important for people to help protect them. Council had a specific check, clean dry station teaching people how to correctly do these actions when entering and exiting the lakes. We also had information and advice on wetlands, dune lakes and pests and weeds. We interacted with around 150 people at this event.

### **North Kaipara A and P show (Saturday 4 February)**

Staff and Councillor Smart attended this medium sized agricultural show in Paparoa. We had displays and information on pests and weeds, kauri dieback and land management.

### **Kaitiāia A and P show (Saturday 25 February)**

Our Kaitiāia staff along with Councillor Finlayson attended this event to showcase how we can help people to take action to eradicate pests and weeds. We also had information about land management and water quality.

### **Northland Agricultural Field Days**

Council had a successful three days at the recent Dargaville Field Days. This event will be reported on in full in April's report. We received some great feedback with a number of people completing our feedback survey.

### **Celebration of new Dargaville Wetlands (Sunday 19 February)**

The Chief Executive Officer and Councillor Smart attended an open day celebrating the acquisition and protection of an important area of native forest, wetland and river flats near Dargaville. Part of the land will be managed by DOC as a scenic reserve and the rest by Northland Fish & Game Council as a wildlife reserve. The opening also celebrated World Wetlands Day.

## **ENVIROSCHOOLS / EDUCATION**

### **Seaweek beach clean-up campaign**

Seaweek is an annual nation-wide series of events dedicated to marine education, action and awareness hosted by the New Zealand Association for Environmental Education, as detailed earlier in Biosecurity's CoastCare report.



**Local community engagement**

- **Landcare / KiwiCoast:** Biosecurity, Landcare and Enviroschools met to discuss employment and experience opportunities related to council's animal pest control NCEA-based courses.
- **Northland Kindergarten Association (NKA):** An updated three year Enviroschools contract and an annual implementation plan were drafted between the NKA, Toimata Foundation and council.
- **Tree Crops Association (TCA):** TCA has offered to help set up orchards and gardens in Whangārei Enviroschools, incorporating layout, pruning, grafting and planting.

**Tauraroa Area School fences off the wai on council property**

The Vocational Primary Industry (VPI) students at Tauraroa Area School are regular participants of Enviroschools WaiFencing. On 16 and 17 February, the 2017 VPIs fenced off the Niheoteatea stream on council's Kotuku farm property.

**School communities facilitated**

During February, 24 school communities were visited by Enviroschools facilitators and six new schools joined the Enviroschools Northland network.

**IWI LIAISON****Governance**

In February, Council met with the Māori members of Te Taitokerau Māori Advisory Committee (from the 2013 – 2016 triennium). The meeting was a chance to meet the new council and to talk to Māori about their aspirations in regards to a possible relationship moving forward.

Eight of council's nine councillors attended the meeting, reflecting positively on the good intent council was bringing to the discussion. The meeting was very constructive and encouraging regarding where to from here. A formal paper will be presented to full council in March with several recommendations as a result of this meeting.

February saw the first meeting of Te Oneroa-a-Tōhē Board for the year with Councillors Dimery and Finlayson in attendance. The contract for service (to develop the Beach Management Plan) was discussed and final amendments made. Council is now responsible for finalising the contract between the contractor and Chairman of the Board.

**Iwi issues**

Te Uri o Hau through Environs Holdings Ltd were successful in gaining funding to develop the next phase of their Hapū Management Plan. The project is being funded via councils Environmental Management Plan Fund with supported by council's planning department. A pilot project of sorts, it looks to identify and map sites of significance in line with the development of the Draft Regional Plan.

Discussions continue with Far North District Council regarding the joint funding of two environmental management plans in the far north district.

**GOVERNANCE SUPPORT****Local government official information (LGOIMA) requests**

During month of February 2017	
Number of LGOIMA requests received	11
Number of LGOIMA requests completed ≤ 20 working days	11
Number of LGOIMA requests not completed ≤ 20 working days	3

**Detail on the requests not completed within 20 working days:**

- REQ.583163 – Request for colony-cage egg applications and notification decisions about establishment of colony cage facilities. LGOIMA unable to be completed in time. Now closed.
- REQ.583346 – Information about freshwater fisheries work programmes. LGOIMA unable to be completed in time.
- REQ.583279 – Request for a copy of NRC's Complaints Register in context of ongoing complain about Doug's Ōpua boatyard. Complex and lengthy request that required detailed response. Now closed.

**Governance Support**

During February council workshopped the following topics:

- Local Government Commission Proposal
- Te Taitokerau Māori Advisory Committee
- Chief Executive Officer's Appointment
- Kerikeri Spillway Update
- Annual Plan
- Kai Iwi Lakes Bylaw
- The Hundertwasser Project
- Tai Tokerau Northland Economic Action Plan
- Appointment of Northland Inc. Limited Directors
- Potential Mid North Office
- Protocols for reporting from subcommittees and working parties
- The Communications Policy
- The Regional Plan
- Standing Orders
- The Code of Conduct
- The Governance Statement
- Māori representation.

**8.2.7 CUSTOMER SERVICE – COMMUNITY RESILIENCE**

---

**CIVIL DEFENCE EMERGENCY MANAGEMENT****Warnings and activations**

There have been two Metservice watches in the Northland region for the reporting period, both of little significance.

**Rural Sector Drought Declaration**

Northland is undergoing a prolonged dry spell and the Northland Rural Support Trust (RST) held a sector group meeting on 24 January and a wider Adverse Events Group meeting on 1 February to review the situation. Minister of Primary Industries has classified the event as a Medium Scale drought.

The Northland Civil Defence Group is assisting the RST to coordinate and implement the across agency response and recovery.

Since the classification of a drought by the Minister the situation has improved considerably with up to 100mm of rain having fallen in some areas for the month of February. The drought index for Northland as at 1 March was near average.

### **Power Outage**

For approximately 2 hours on Sunday afternoon, 5 February, there was a power outage to Northland. During the power outage, Vodafone's Northland network also went down. This incident highlights the vulnerability of the region in terms of its power supply. The investigation into the causes of the unexpected failure of the back-up power system is still being investigated.

### **Welfare Coordinating Group**

A further \$40K has been secured from the National Resilience Fund to continue with a project commenced in 2016 to develop practical tools that will assist CDEM Groups to implement welfare arrangements.

In February, training was carried out with IRD staff focusing on civil defence arrangements, personal/business preparedness, welfare, and registration using the EMIS system. IRD staff are currently being assessed as a resource to be utilised during a civil defence emergency.

Psychosocial First Aid training, facilitated by the NZ Red Cross and funded by the Ministry of Health, was held on 2 March. Psychological First Aid (PFA) builds the capacity of people who support and assist affected people shortly after a disaster or any other traumatic event.

### **Tsunami readiness**

Maps for Tsunami inundation zones for the Northland region are almost finalised and will be rolled out in the coming months. The new updated maps will replace a similar set of maps developed in 2010. These updated maps are based upon recent scientific research and updated risk assessments for the region. The roll out includes public information boards to be located in coastal communities.

### **CDEM Amendment Act – Recovery**

The Act requires the CDEM Group to appoint, by 1 June 2017, a Recovery Manager and a person(s) responsible for approving "Transition Notices". Transition notices now provide Recovery Managers with a legislative mandate to use powers outlined in the new amended act.

### **Youth in Emergency Services (YES) Programme**

The YES programme will be held in Dargaville in 2017 and will commence on 13 May. Participants will include Civil Defence, Police, NZ Fire Service and Rural Fire, Refining NZ, Red Cross, Surf Lifesaving, St John and DOC. 20 young people are currently being recruited for the programme.

### **Community Response Group Review**

A comprehensive review of all Community Response Groups is underway with the aim of better tracking of those communities that are not engaged.

### **Community Response Plans (CRP's)**

Six new eCRP's have been created and uploaded to the website so far this year:

- Hihi – Far North
- Karikari Peninsula – Far North
- Ahipara – Far North
- Mahinepua/Wainui/Te Ngaere – Far North

- Mitimiti – Far North
- Kaiwaka – Kaipara

The Mangawhai eCRP has also been reviewed and re-uploaded. The Paihia and Panguru plans are under construction and will be uploaded once community meetings have been held. Currently, there are 39 eCRPs on the website.

## TRANSPORT

### Regional Land Transport Planning

#### ***Government Policy Statement 2018***

On 24 February 2017, the Government released its Government Policy Statement (GPS) for the 2018/2019 – 2027/2028 period.

Staff are presently analysing the content of the 2018 GPS to ascertain what changes, if any, have been made when compared to the 2015 GPS. The findings will be presented to the Regional Transport Committee at the April 2017 meeting.

#### ***Regional Land Transport Plan 2018/2021 – Three Year Review – Investment Logic Mapping Workshop***

One of the first steps of the BCA process is to ascertain at a higher level if the problems, objectives and outcomes sought as reflected in the existing RLTP have remained the same or have changed.

For the RTC to achieve this, the BCA encourages holding 'Investment Logic Mapping' (ILM) workshops. Consequently, an ILM workshop took place Wednesday 8 February 2017. It was attended by all Regional Transport Committee elected members, Mayors from the three District Councils and the Chair of the Northland Regional Council.

The workshop members agreed that the Problems, Objectives and Outcomes as listed in the Regional Land Transport Plan 2015/2021 remained the same. Early indications show that these Objectives also reflect what is contained in the Draft 2018 GPS.

A paper on this matter be presented to the April 2017 Regional Transport Committee meeting with a recommendation that the outcome of the ILM workshop be approved and adopted, and that the compilation of the Draft Regional Land Transport Plan for the 2018/2021 funding period commence.

### 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.

	<b>Total clients</b>	<b>Monthly Actual Expend</b>	<b>Monthly Budget Expend</b>	<b>Variance</b>	<b>Year/Date Actual Expend</b>	<b>Year/Date Budgeted Expend</b>	<b>Variance</b>
<b>January 2017</b>	1140	\$9,805	\$16,666	-\$6,861	\$89,344	\$116,662	- \$27,318

#### ***Northland Ridewise Deployment Meeting – Thursday 2 February***

At a meeting held with the NZ Transport Agency (NZTA) on the proposed Ridewise Electronic Ticketing System for use on the Total Mobility Scheme, a full briefing on Northland's present operating systems and services was provided. We expect to meet our 'in operation' timeframe of 1 July 2017. The Total Mobility Commercial Services agreement is ready for approval. The next stage will be working with NZTA on developing an implementation plan for Ridewise.

**Positive Ageing Advisory Group (PAAG) and Disability Advisory Group (DAG) Meetings.**

These meetings centred around year to date figures for the Total Mobility Scheme, the need for both the PAAG and DAG groups to start early signals to their respective groups, on impending changes regarding the NRC signing up to the NZTA Phase One and Phase Two of the Total Mobility Scheme, and regarding the implementation of the Ridewise system.

**BA5 Event – Wednesday 22 February**

Over 50 people attended a BA5 event hosted by the Chamber of Commerce on 22 February at the Orchard. The event focused on initiatives to encourage people into the CBD, including presentations on the CityLink bus service in Whangārei and new Okara to CBD bus route.

**CityLink Service Update**

Traffic congestion resulting from the construction works presently being undertaken on Maunu Road and Hospital Roads intersection have resulted in several service disruptions over the past month. Staff continue to work with both NZTA and WDC to resolve this matter.

**City Link Whangārei 2016/2017 Financial Year – Includes SuperGold Card Passengers and Revenue**

<u>January</u>	Actual	Budget	Variance	Year/Date Actual	Year/Date Budgeted
City Link Passengers	17689	19784	-2095	176494	183044
City Link Farebox Revenue (gst exclusive)	\$37,090	\$45,580	-\$8,490	\$352,362	\$ 409,368
Mid North Link Passengers	216	426	-210	388	840
Mid North Link Farebox Revenue	\$1608	\$2778	\$1170	\$2669	\$5477
Kaitāia BusAbout Passengers	384	456	-72	3411	3192
Kaitāia BusAbout Farebox Revenue	\$1,122	\$1,368	-\$246	\$9,735	\$9,576
Hokianga Link Passengers February	46	N/A	N/A	236	N/A
Hokianga Link Farebox Revenue February	\$777	N/A	N/A	\$3532	N/A

<u>February</u>	Actual	Budget	Variance	Year/Date Actual	Year/Date Budgeted
City Link Passengers	25241	25642	-401	201735	209695
City Link Farebox Revenue (gst exclusive)	\$49,745	\$58,650	-\$8,906	\$402,107	\$468,019
Mid North Link Passengers	326	384	-58	714	1224
Mid North Link Farebox Revenue	\$1627.50	\$2504	-\$876	\$4297	\$7981

<u>February</u>	Actual	Budget	Variance	Year/Date Actual	Year/Date Budgeted
<b>Hokianga Link Passengers February</b>	35	N/A	N/A	236	N/A
<b>Hokianga Link Farebox Revenue February</b>	\$655	N/A	N/A	\$3532	N/A

Note: No information is available for the Kaitāia BusAbout passengers and Farebox revenues because – as the Hokianga Link Service has only one trip per week in winter and two trips per week in summer with an average loading of three passengers per trip – passengers and revenue on this service was not budgeted for.

### **SuperGold Card 2016/2017 Financial Year**

Total SuperGold passengers conveyed on the CityLink Service in January was 4698 and February was 4621

### **BusAbout Kaitāia**

Bus About Kaitāia are looking at becoming part of the Link brand and council is looking at them rebranding to NorthLink soon

### **Mid North Bus Service Trial**

The Trial Mid North Bus Service had an increase in passenger numbers for the month of February and is up to 326 passengers this month. This means they met the budgeted passenger numbers for each trip. Feedback about the service continues to be supportive and the drivers have had several positive commendations.

### **Hokianga Link Service**

In January had 46 passengers and farebox revenue of \$777.00.

### **Road Safety Update**

#### **National Road Toll – 2017 & 2016 (Year to date)**

The road toll for Northland for both 2017 & 2016 stands at:

- 2017 – 58 fatal crashes resulting in 65 deaths
- 2016 – 59 fatal crashes resulting in 70 deaths.

#### **Northland Road Toll – 2017 (Year to date)**

For the same period in 2016 the road toll stood at 9.

<b>Northland road toll as at 7 March 2017</b>	
Far North	3
Whangārei	3
Kaipara	1
<b>TOTAL</b>	<b>7</b>

<b>Casualty types</b>	
Drivers	3
Passengers	1
Pedestrians	3
<b>TOTAL</b>	<b>7</b>

Casualty age bands	
15 - 19 years	1
20 – 24 years	1
25 – 39 years	1
40 - 59 years	4
<b>TOTAL</b>	<b>7</b>

Road safety promotion and campaigns by partners for the months of January and February have targeted – ‘Speed, Fatigue, Drugs and Distractions’.

Two Northland Road Safety Association northbound Fatigue Stops took place at Uretiti on Anniversary and Waitangi Weekends. They were again well supported by road safety partners and appreciated by the passing motorists that stopped.

The Northland Brain Injury Association have been working closely with the Transport Projects Officer to:

- look at further opportunities to use their coffee caravan to reward motorists with a free coffee for stopping and taking a break. Information on fatigued driving is given to the drivers. Ten Coffee Brake events have been planned and approved by NZTA. The Stops will be taking place on or adjacent to State Highway 1 in areas that have seen high incidences of fatigue related crashes
- further develop a promotional interaction with the public around concussion and driving. Although there is much current debate about sports head injuries which also impacts on driving ability and fitness to drive, more awareness also needs to be made about head injuries incurred in vehicle crashes, including motor bikes and cycles.



One of the consequences of concussion and head injuries can be ‘drowsiness and trouble sleeping’. As highlighted in the graphic above, brain injury influences everything that person does. To what level this impacts on fatigue related crashes in northland it is not known, however fatigue related crashes in Northland are an ongoing and growing concern. The joint message that is being promoted is – ‘A moments distraction can cause a lifetime of change’. The ‘Stressball brain’ above is one of the resources we have been using together to educate the public that the consequences can be very long lasting.

## NAVIGATION, SAFETY AND MARITIME OPERATIONS

February was a busy month with 14 cruise ships including some overnight and late night departures absorbing staff time. Work has been ongoing making up the buoys, mooring tackle and blocks for the replacement of the Hātea river beacons in Whangārei.

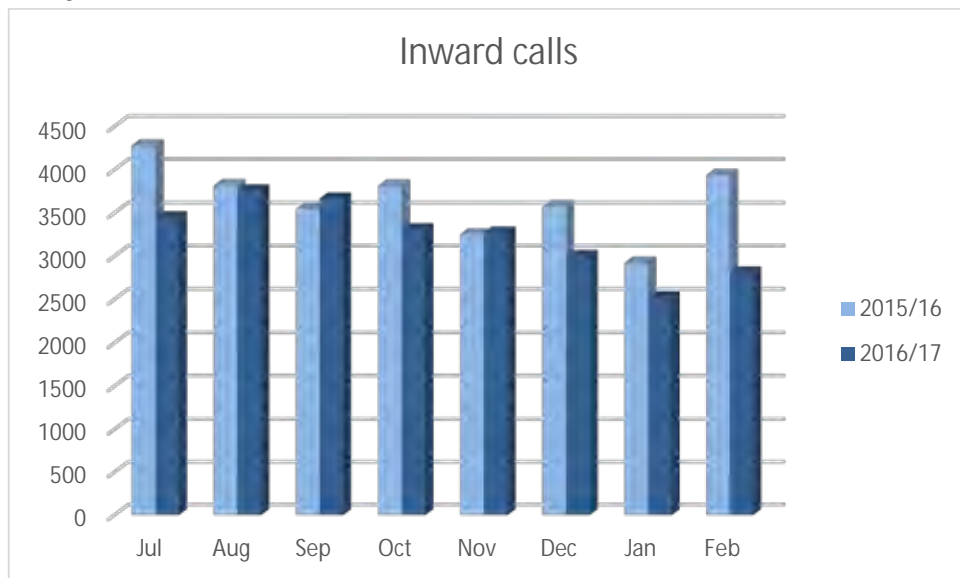
The maritime bylaw review has been drafted and redrafted several times before finalising for consultation. The Kai Iwi lakes bylaw review is still in development and review plans will be put to council shortly.

15 minor incidents including a small oil spill were dealt with. One pilot exempt license was issued for Whangārei, and safety plans are being refined for the new cement ship operating to Auckland. A complete hydrographic survey of the harbour will be completed over the next month as part of the harbour safety management system. Operations and shipping are otherwise proceeding as planned.

**CUSTOMER SERVICES**

**Performance Statistics**

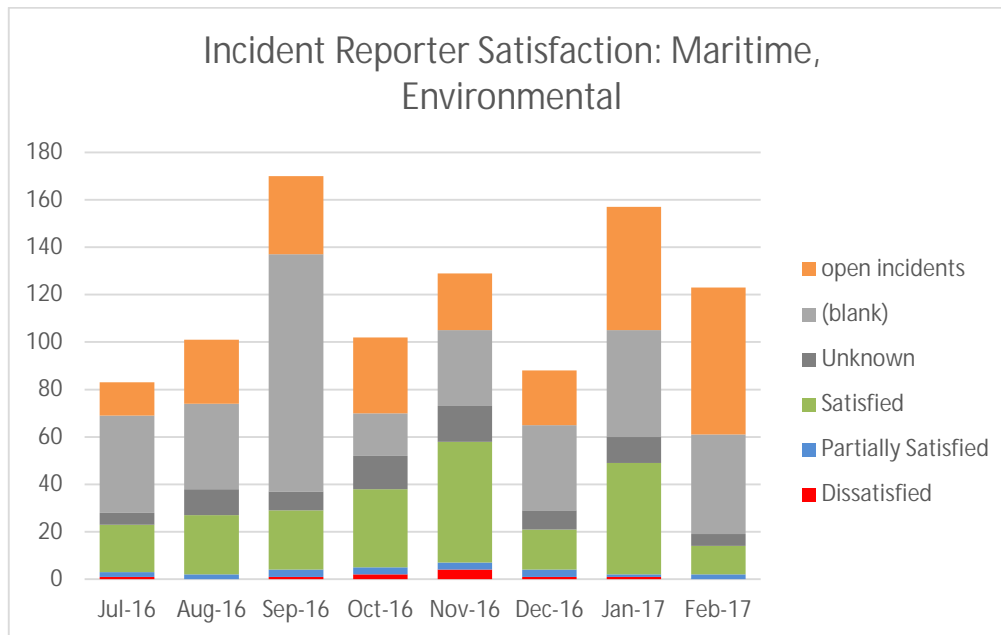
**Telephones**



The upgrade to our IT system into the cloud by the end of March should resolve the problems with the current system that have been dogging us for two years. Issues include calls being cut-off, and the system freezing and becoming inoperable causing considerable frustration to staff and customers. Despite these difficulties, the conversion rate is still over 99%. Call volumes continue to be lower than the previous years, suggesting that residents may be using other forms of communication.



**Hotline and Incident Responses**



We are still not getting a full picture of incident reporters' satisfaction with our service. From early March customer service staff in Ōpua and Dargaville will be rostered to receive the initial call and make follow-up calls to survey satisfaction levels. This change is being closely monitored and reviewed to ensure that there are no delays or misdirection of service.

**Feedback cards**

The percentage of feedback cards returned continues to be very low. Of those returned, all indicated higher or very high satisfaction.

**Activity**

**Mid-North Customer Service Centre**

The site for our Mid-North customer service centre has been secured in Shop 9, Klinac Lane Waipapa with the lease beginning on 1 April. A small planning group will be visiting the site this week to determine a fit-out plan. We will recommend a target opening date once the scale of work and availability of contractors has been established.

**Customer Service Strategy**

With the current focus on internal customers a series of mini-workshops has been offered to departments to help improve use of internal communication systems. Future training includes managing challenging conversations and complaints.

**External Surveys**

**Consent Application Feedback**

Data for the second round of the report will be available at the end of April.

**LGNZ Reputation Survey**

Along with Whangārei District Council and Kaipara District Council we have invested in the Northland booster to compare our results against the rest of New Zealand. Results will be available mid-May.

**Resident Satisfaction Survey**

This years' survey will contain the same questions as last year plus the inclusion of the specific service related questions that were removed from the previous survey. In response to concerns that the phone survey was not getting a truly representative sample, on the recommendation of the survey company, this year's survey will be postal-based including the option of completing the survey on line. The survey company has also given assurance that the Kaipara data sample will be sufficient to avoid distortion of results.

**External engagement**

Regular meetings of Northland councils' Customer Service Managers ensure we continue to look for shared opportunities and solutions. Next meeting is scheduled for late March.

A recent meeting with the Tony Collins of Chamber of Commerce opened up a channel of communication.

A meeting this month with Pacific Island Charitable Trust is yet to be confirmed. This meeting has been timed to align with the joint consultation beginning next week.

---

**Authorised by Chief Executive Officer:**

**Name:** Malcolm Nicolson

**Title:** Chief Executive Officer

**Date:** 13 March 2017

**TITLE: Receipt of Committee/Subcommittee Minutes****ID:** A929473**To:** Council Meeting, 20 March 2017**From:** Chris Taylor, Governance Support Manager**Date:** 10 March 2017

---

**Executive summary**

The purpose of this report is to acknowledge the unconfirmed minutes of the following committees/subcommittees:

- Regional Transport Committee – 8 February 2017; and
- Property Subcommittee – 13 February 2017.

The minutes will be circulated under separate cover.

*Secretarial Note: The Property Subcommittee minutes were later pulled given they contained confidential matter.*

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

---

**Recommendation**

1. That the unconfirmed minutes of the:
  - Regional Transport Committee – 8 February 2017; and
  - Property Subcommittee – 13 February 2017

be received.

---

**Authorised by Group Manager:****Name:** Jonathan Gibbard**Title:** Group Manager – Strategy and Governance**Date:** 10 March 2017



**TITLE: Business with the Public Excluded****ID:** A930015**To:** Council Meeting, 20 March 2017**From:** Chris Taylor, Governance Support Manager**Date:** 13 March 2017**Executive summary**

The purpose of this report is to recommend that the public be excluded from the proceedings of this meeting to consider the confidential matters detailed below for the reasons given.

**Recommendations**

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

<b>Item No.</b>	<b>Item Issue</b>	<b>Reason\Grounds</b>
10.1	Confirmation of Confidential Minutes of the Council Meeting – 21 February 2017	The reasons for excluding the public are as stated in the minutes of the open section of the meeting.
10.2	Human Resources Report	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect the privacy of natural persons, including that of deceased natural persons 7(2)(a).
10.3	Appointment of Northland Inc. Ltd Directors	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect the privacy of natural persons, including that of deceased natural persons 7(2)(a).
10.4	Potential MOU with China Railway	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect information where the making available of the information would disclose a

**ITEM: 10.0**

Page 2 of 2

trade secret 7(2)(b)(i), and 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 to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied 7(2)(c)(i).

---

**Considerations:****1. Options**

Not applicable. This is an administrative procedure.

**2. Significance and Engagement**

This is a procedural matter required by law. Hence when assessed against council policy is deemed to be of low significance.

**3. Policy and Legislative Compliance**

The report complies with the provisions to exclude the public from the whole or any part of the proceedings of any meeting as detailed in sections 47 and 48 of the Local Government Official Information Act 1987.

**4. Other Considerations**

Being a purely administrative matter; Community Views, Māori Impact Statement, Financial Implications, and Implementation Issues are not applicable.

---

**Authorised by Group Manager:**

**Name:** Jonathan Gibbard  
**Title:** Group Manager – Strategy and Governance  
**Date:** 13 March 2017