

NORTHLAND REGIONAL COUNCIL

Agenda

For meeting to be held in the Council Chamber,
36 Water Street, Whangārei, on Tuesday 12 December 2017,
commencing at 10.30 am

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

OPEN MEETING

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<p>ACC - Accident Compensation Corporation</p> <p>AHB - Animal Health Board</p> <p>ALGIM - Association of Local Government Information Management</p> <p>AMA - Aquaculture Management Area</p> <p>AMP – Asset Management Plan/Activity Management Plan</p> <p>BOI - Bay of Islands</p> <p>BOPRC - Bay of Plenty Regional Council</p> <p>CAPEX - Capital Expenditure (budget to purchase assets)</p> <p>CBEC - Community, Business and Environment Centre</p> <p>CDEM - Civil Defence Emergency Management</p> <p>CEG - Co-ordinating Executive Group – Northland Civil Defence management team</p> <p>CEO - Chief Executive Officer</p> <p>CIMS - Co-ordinated Incident Management System (emergency management structure)</p> <p>CMA - Coastal Marine Area</p> <p>CPCA - Community Pest Control Areas</p> <p>CRI - Crown Research Institute</p> <p>DHB - District Health Board</p> <p>DOC - Department of Conservation</p> <p>DOL - Department of Labour</p> <p>DPMC - Department of Prime Minister and Cabinet</p> <p>ECA - Environmental Curriculum Award</p> <p>ECAN - Environment Canterbury</p> <p>EE - Environmental Education</p> <p>EECA - Energy Efficiency Conservation Authority</p> <p>EEZ - Exclusive Economic Zone</p> <p>EF - Environment Fund</p> <p>EMA - Employers and Manufacturers Association</p> <p>EMC - Environmental Management Committee</p> <p>EOC - Emergency Operations Centre</p> <p>EPA - Environmental Protection Authority</p> <p>FDE - Farm Dairy Effluent</p> <p>FNDC - Far North District Council</p> <p>FNHL - Far North Holdings Limited</p> <p>FPP - First Past the Post – voting system for NRC elections</p> <p>GE - Genetic Engineering</p> <p>GIS - Geographic Information System</p> <p>GMO - Genetically Modified Organism</p> <p>HSNO - Hazardous Substances & New Organisms Act</p> <p>HBRC - Hawke's Bay Regional Council</p> <p>HEMP - Hapū Environmental Management Plan</p> <p>Horizons - Brand name of Manawatu-Wanganui Regional Council</p> <p>HR - Human Resources</p> <p>HSWA - Health and Safety at Work Act 2015</p> <p>IEMP - Iwi Environmental Management Plan</p> <p>IPPC - Invited Private Plan Change: a process to allow Aquaculture Management Areas to be established</p> <p>IRIS - Integrated Regional Information System: new computer system being developed collaboratively with other Regional Councils</p> <p>KDC - Kaipara District Council</p> <p>KPI - Key Performance Indicator</p> <p>LATE - Local Authority Trading Enterprise</p> <p>LGA - Local Government Act 2002</p> <p>LGNZ - Local Government New Zealand</p> <p>LGOIMA - Local Government Official Information and Meetings Act 1987</p> <p>LGOL - Local Government Online</p> <p>LTP - Long Term Plan</p> <p>LTFS - Long Term Financial Strategy</p> <p>MCDEM - Ministry of Civil Defence & Emergency Mgmt</p> <p>MFE - Ministry for the Environment</p> <p>MHWS - Mean High Water Springs</p> <p>MMH - Marsden Maritime Holdings</p> <p>MNZ - Maritime New Zealand</p>	<p>MOH - Ministry of Health</p> <p>MOT - Ministry of Transport</p> <p>MPI – Ministry for Primary Industries</p> <p>MSD - Ministry of Social Development</p> <p>NCMC - National Crisis Management Centre</p> <p>NES – National Environmental Standards</p> <p>NDHB - Northland District Health Board</p> <p>NZRC - New Zealand Refining Company (Marsden Point)</p> <p>NGO - Non-Governmental Organisation</p> <p>NIF - Northland Intersectoral Forum</p> <p>NIWA - National Institute of Water and Atmosphere</p> <p>NORTEG - Northland Technical Advisory Group</p> <p>NZCPS - New Zealand Coastal Policy Statement</p> <p>NZTA - New Zealand Transport Agency</p> <p>NZQA - New Zealand Qualifications Authority</p> <p>NZWWA - New Zealand Water and Wastes Association</p> <p>OFI - Opportunity for Improvement</p> <p>ORC - Otago Regional Council</p> <p>OSH - Occupational Safety & Health (now Ministry of Business, Innovation and Employment)</p> <p>PCBU – Person Conducting Business or Undertaking</p> <p>PDF - Portable Document Format</p> <p>PPE - Personal Protective Equipment</p> <p>RAP - Response Action Plan</p> <p>RAQP - Regional Air Quality Plan</p> <p>RCP - Regional Coastal Plan</p> <p>RFI - Request for Information</p> <p>RFP - Request for Proposal</p> <p>RTC - Regional Transport Committee</p> <p>RLTS - Regional Land Transport Strategy</p> <p>RMA - Resource Management Act 1991</p> <p>RMG - Resource Managers Group (Regional Councils)</p> <p>RMZ - Riparian Management Zone</p> <p>ROI - Return on Investment</p> <p>RPMS - Regional Pest Management Strategy</p> <p>RPS - Regional Policy Statement</p> <p>RSG - Regional Sector Group</p> <p>RTO - Regional Tourism Organisation</p> <p>RWASP - Regional Water and Soil Plan</p> <p>SITREP - Situation Report</p> <p>SMF - Sustainable Management Fund</p> <p>SOE - State of Environment (or) State Owned Enterprise</p> <p>SOLGM - Society of Local Government Managers</p> <p>SPARC - Sport & Recreation New Zealand</p> <p>SRC - Southland Regional Council (Environment Southland)</p> <p>STV - Single Transferable Vote</p> <p>SWAG - Surface Water Allocation Group</p> <p>SWPA - Sustainable Water Programme of Action</p> <p>TA - Territorial Authority: City & District Councils</p> <p>TAG - Technical Advisory Group</p> <p>Tier 1 - Site level plan or response for an oil spill</p> <p>Tier 2 - Regional level plan or response to an oil spill</p> <p>Tier 3 - National level plan or response to an oil spill</p> <p>TLA - Territorial Local Authority – City & District Councils</p> <p>TMP - Treasury Management Plan</p> <p>TOR - Terms of Reference</p> <p>TPK - Te Puni Kōkiri (Ministry of Maori Development)</p> <p>TRAION - Te Rūnanga a Iwi o Ngāpuhi</p> <p>TRC - Taranaki Regional Council</p> <p>TROTR - Te Rūnanga o Te Rarawa</p> <p>TUANZ - Telecommunications Users Association of NZ</p> <p>WCRC - West Coast Regional Council</p> <p>WDC - Whangarei District Council</p> <p>WHHIF - Whangarei Harbour Health Improvement Fund</p> <p>WRC - Waikato Regional Council</p> <p>WSMP – Workplace Safety Management Practices</p> <p>WWTP - Wastewater Treatment Plant</p>
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TITLE: Confirmation of Council Minutes – 21 November 2017 Council Meeting

ID: A1005361

To: Council Meeting, 12 December 2017

From: Chris Taylor, Governance Support Manager

Date: 1 December 2017

Executive summary

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

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

Recommendation

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

Attachment

- *Ordinary Council Minutes – 21 November 2017*
-
-

Authorised by Group Manager

Name: Jonathan Gibbard

Title: Group Manager – Governance and Engagement

Date: 4 December 2017

NORTHLAND REGIONAL COUNCIL

Minutes of the ordinary meeting of the council
held in the Council Chamber, 36 Water Street, Whangārei,
on Tuesday 21 November 2017, commencing at 11 am

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

In Attendance:**Full Meeting**

Chief Executive Officer
GM – Governance and Engagement
GM – Corporate Excellence
GM – Environmental Services
Governance Support Manager

Part Meeting

Northland Inc. Limited Chair
Northland Inc. Limited GM Investment and Infrastructure
Northland Inc. Limited Business Analyst
Creative Northland General Manager
Independent Financial Advisor
GM – Regulatory Services
GM – Customer Service/Community Resilience
Resource Management Planning & Policy Manager
Finance Manager
Transport Manager
Financial Accountant
Economist
Policy Analyst (x2)
Deputy Harbourmaster

The Chairman declared the meeting open at 11 am.

Apologies (Item 1.0)

There were no apologies.

Declarations of Conflicts of Interest (Item 2.0)

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

Tabled Items for Council Meeting – 21 November 2017 (Items 2.0A and 2.0B)

IDs: A1003788, A1004774

Reports from Group Manager – Customer Service/Community Resilience, Tony Phipps, and 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 7.5: Trial Mid-North Transport Rate Refund; and
 - Tabled Item 7.6: Externally Managed Funds: SIPO and Investment Adjustments
- be received.

Carried

Presentations (Item 3.0)

There were no presentations.

Health and Safety Report (Item 4.0)

ID: A999379

Report from Health and Safety Specialist, Tracey Warboys

Moved (Smart/Yeoman)

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

Carried

Confirmation of Council Minutes – 24 October 2017 Council Meeting and 31 October 2017 Extraordinary Council Meeting 2017 (Item 5.1)

ID: A999443

Report from Governance Support Manager, Chris Taylor

Moved (Sinclair/Stolwerk)

That the minutes of the council meeting held on 24 October 2017, and the minutes of the Extraordinary Council Meeting held on 31 October 2017, be confirmed as a true and correct record.

Carried

Receipt of Action Sheet (Item 5.2)

ID: A999528

Report from Governance Support Manager, Chris Taylor

Moved (Stolwerk/Finlayson)

That the council action sheet be received.

Carried

Council Working Party Updates (Item 5.3)

ID: A997662

Report from Group Manager – Governance and Engagement, Jonathan Gibbard

Moved (Sinclair/Smart)

That the report 'Working Party Updates' by Jonathan Gibbard, Group Manager – Governance and Engagement, and dated 10 November 2017, be received.

Carried

Council Working Group Updates (Item 5.4)

ID: A997664

Report from PA/ Administrator – Environmental Services, Nola Sooner

Moved (Sinclair/Finlayson)

That the report 'Council Working Group Updates' by Nola Sooner, PA/Administrator – Environmental Services, and dated 9 November 2017, be received.

Carried

Financial Report to 31 October 2017 (Item 6.1)

ID: A998709

Report from Financial Accountant, Vincent McColl

Moved (Stolwerk/Bain)

That the 'Financial Report to 31 October 2017' by Vincent McColl, Financial Accountant, and dated 9 November 2017, be received.

Carried

Marsden Maritime Holdings Limited Market Performance Review (Item 6.2)

ID: A998023

Report from Financial Accountant, Vincent McColl

Moved (Sinclair/Yeoman)

That the report 'Marsden Maritime Holdings Limited Market Performance Review' by Vincent McColl, Financial Accountant, and dated 9 November 2017, be received.

Carried

Proposed Change to the Navigation Safety Bylaw for Kai Iwi Lakes 2017 (Item 7.1)

ID: A996683

Report from Policy Analyst, Fred Morgan; and Deputy Harbourmaster, Laurence Walkinshaw

Moved (Stolwerk/Smart)

1. That the report 'Proposed Change to the Navigation Safety Bylaw for Kai Iwi Lakes 2017' by Fred Morgan, Policy Analyst; and Laurence Walkinshaw, Deputy Harbourmaster, and dated 8 November 2017, be received.
2. That council adopts the Statement of Proposal, included as **Attachment 1** pertaining to Item 7.1 of the 21 November 2017 council agenda, for the purposes of consultation pursuant to section 156 of the Local Government Act 2002.
3. That council delegates to the General Manager – Customer Service/Community Resilience the authority to make any necessary minor formatting, typographical, and administrative changes to the Statement of Proposal prior to formal public consultation.
4. That Councillors Penny Smart, Paul Dimery, and Rick Stolwerk be delegated the responsibility to deliberate and make recommendations to council on the extent of the five-knot speed restriction area around the shoreline of Lake Taharoa in the Navigation Safety Bylaw for Kai Iwi Lakes 2017, pursuant to Clauses 30 and 31, Schedule 7, Local Government Act 2002.

Carried

Freshwater Improvement Fund Update (Item 7.2)

ID: A997939

Report from Biodiversity Manager, Lisa Forester; and Land Manager, Duncan Kervell

Moved (Bain/Yeoman)

1. That the report 'Freshwater Improvement Fund Update' by Lisa Forester, Biodiversity Manager; and Duncan Kervell, Land Manager, and dated 2 November 2017, be received.
2. That for 2017/18 council approves that \$168,436.00 of the Land Management Reserve be used to fund the Northland Regional Council's Year One contribution to the FIF Dune Lakes and Northern Wairoa Projects.
3. That the Northland Regional Council CEO be delegated the ability to negotiate and sign the final deed of funding with MfE fund managers for the Northland Dune Lakes Strategic Water Quality project and the Northern Wairoa River Freshwater Improvement Project.

Carried

Investment and Growth Reserve: Feasibility Assessment and Business Case Development – Manea Footprints of Kupe (Item 7.3)

ID: A1000298

Report from Policy Analyst, Jon Trewin

Moved (Blaikie/Yeoman)

1. That the report 'Investment and Growth Reserve: Feasibility Assessment and Business Case Development – Manea Footprints of Kupe' by Jon Trewin, Policy Analyst, and dated 6 November 2017, be received.
2. That council agrees to provide up to \$40,000 from the Investment and Growth Reserve to Northland Inc. towards progressing the Manea Footprints of Kupe project (as outlined in Attachment 1 pertaining to Item 7.3 of the 21 November 2017 council agenda).

Carried

Northland Emergency Services Trust – Security Arrangements for Loan and Permission for External Borrowing (Item 7.4)

ID: A1000416

Report from Economist, Darryl Jones; and Group Manager – Governance and Engagement, Jonathan Gibbard

Moved (Sinclair/Blaikie)

1. That the report 'Northland Emergency Services Trust – Security Arrangements for Loan and Permission for External Borrowing' by Darryl Jones, Economist; and Jonathan Gibbard, Group Manager – Governance and Engagement, and dated 8 November 2017, be received.
2. That council approves the security arrangement being offered on the loan to purchase the second helicopter as set out in Item 7.4 of the 21 November council agenda.
3. That council enters into two 15-year fixed term loans from the Local Government Funding Agency to finance loans of \$4,500,000 and \$5,100,000 to NEST: the first loan from the LGFA is for a value up to \$4,572,000 (inclusive of 1.6% Borrower Notes), and the second loan from the LGFA is for a value up to \$5,181,600 (inclusive of 1.6% Borrower Notes). These loans will be entered into only after the appropriate Drawdown Notices have been received by council from NEST.

Carried

(Councillors Smart and Finlayson voted against the motion. Councillor Bain abstained from voting)

Trial Mid-North Transport Rate Refund (Tabled Item 7.5)

ID: A991210

Report from Group Manager – Customer Service/Community Resilience, Tony Phipps

Moved (Yeoman/Finlayson)

1. That the report 'Mid-North Transport Rate Refund' by Tony Phipps, Group Manager – Customer Service/Community Resilience, and dated 17 November 2017, be received.
2. That council approve the refund (by credit or refund payment) those ratepayers whose properties were charged the Mid-North Transport Rate but not included in the area to

be rated as shown on the maps used in the 2016/17 and 2017/18 Annual Plans and associated council rate setting resolutions.

Carried

Externally Managed Funds: SIPO and Investment Adjustments (Tabled Item 7.6)

ID: A1004774

Report from Finance Manager, Simon Crabb

Moved (Bain/Dimery)

1. That the report 'Externally Managed Funds: SIPO and Investment Adjustments' by Simon Crabb, Finance Manager, and dated 21 November 2017, be received.
2. That the Infrastructure Investment Fund SIPO asset mix benchmark is amended to 50% income assets and 50% growth assets by introducing the Aspiring fund and transferring the balance of the Mint Diversified Income Fund into Aspiring and introducing the Schroders RRF 5% fund and transferring the balance held in the Schroders RRF 3.5% into this fund.
3. That the balance in the Property Reinvestment Fund Salt Long Short fund is withdrawn and invested in a three-month trading bank term deposit.

Carried

Chairman's Report to Council (Item 8.1)

ID: A997965

Report from Chairman, Bill Shepherd

Moved (Shepherd/Sinclair)

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

Carried

Secretarial Note: The meeting adjourned at 12.01 pm and reconvened at 12.35 pm. Item 8.3 (followed by 8.4 and 8.2) was addressed at this time.

Chief Executive's Report to Council (Item 8.2)

ID: A997661

Report from Chief Executive Officer, Malcolm Nicolson

Moved (Shepherd/Sinclair)

That the report 'Chief Executive's Report to Council' and dated 10 November 2017, be received.

Carried

Secretarial Note: Item 8.3 was addressed prior to Items 8.4 and 8.2 to allow for the attendance of Northland Inc. Limited representatives.

Northland Inc. Limited: Interim Report Against Statement of Intent (SOI) – Quarter One of 2017/18 (Item 8.3)

ID: A1000164

Report from Economist, Darryl Jones

Moved (Bain/Sinclair)

That the report 'Northland Inc. Limited: Interim Report Against Statement of Intent (SOI) – Quarter One of 2017/18' by Darryl Jones, Economist, and dated 6 November 2017, be received.

Carried

Secretarial Note: Item 8.4 was addressed prior to Item 8.2 to allow for the attendance of Creative Northland GM Hinurewa te Hau. Hinu briefed council on Creative Northland's background, the organisation's aim to build capability and capacity of arts in Northland and the importance of NRC's funding in doing so.

Creative Northland – KPI Reporting for 2016/17 (Item 8.4)

ID: A1000303

Report from Policy Analyst, Jon Trewin

Moved (Sinclair/Stolwerk)

That the report 'Creative Northland – KPI Reporting for 2016/17' by Jon Trewin, Policy Analyst, and dated 6 November 2017, be received.

Carried

Receipt of Committee Minutes (Item 9.0)

ID: A999542

Report from Governance Support Manager, Chris Taylor

Moved (Bain/Blaikie)

That the unconfirmed minutes of:

- Extraordinary Investment Subcommittee – 24 October 2017
- be received.

Carried

Business with the Public Excluded (Item 10.0)

ID: A1000264

Report from Governance Support Manager, Chris Taylor

Moved (Shepherd/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
10.1	Confirmation of Confidential Council Minutes – 24 October 2017 Council Meeting and 31 October 2017 Extraordinary Council Meeting	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	Māori Values Commissioner for Proposed Regional Plan	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	Purchase of a Commercial Property in Kaipara	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to carry on, without prejudice or disadvantage, commercial activities 7(2)(h).

Carried

Secretarial note: The resolutions pertaining to confidential Item 10.3 to be confirmed in open meeting as follows:

Māori Values Commissioner for Proposed Regional Plan Hearings (Item 10.3)

ID: A998067

Report from Policy Development Manager, Ben Lee

Moved (Yeoman/Stolwerk)

1. That the report 'Māori Values Commissioner for Proposed Regional Plan Hearings' by Ben Lee, Policy Development Manager, and dated 3 November 2017, be received.
2. That Miria Pomare be appointed as the independent Māori values commissioner on the hearings panel to hear submissions and make recommendations on submissions to council on the Proposed Regional Plan.
3. That the council decision, on the appointment of the independent Māori values commissioner on the hearings panel to hear submissions and make recommendations on submissions to council on the Proposed Regional Plan, be made public.

Carried

CONCLUSION

The meeting concluded at 1.50 pm.

TITLE: Receipt of Minutes of Regional Pest and Marine Pathway Management Plan Appeals Mediation – 21 November 2017

ID: A1006692

To: Council Meeting, 12 December 2017

From: Chris Taylor, Governance Support Manager

Date: 1 December 2017

Executive summary

The purpose of this report is to present for receipt the minutes of the Regional Pest and Marine Pathway Management Plan Appeals Mediation held on 21 November 2017.

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

Recommendation

That the minutes of the Regional Pest and Marine Pathway Management Plan Appeals Mediation held on 21 November 2017 be received.

Attachment

- *Minutes of Regional Pest and Marine Pathway Management Plan Appeals Mediation – 21 November 2017*
-

Authorised by Group Manager

Name: Bruce Howse

Title: Group Manager – Environmental Services

Date: 4 December 2017

NORTHLAND REGIONAL COUNCIL

Minutes of the Regional Pest and Marine Management Plan Appeals Mediation
held in the Council Chamber, 36 Water Street, Whangārei,
on Tuesday 21 November 2017, commencing at 2.50 pm

Present: Chairman, Bill Shepherd
Councillors:
Bill Shepherd
David Sinclair
Mike Finlayson

In Attendance:**Full Meeting**

Chief Executive Officer
GM – Environmental Services
Governance Support Manager

Part Meeting

GM – Governance and Engagement

Secretarial Note: The meeting was in accordance with the delegation provided by council at the 24 October 2017 council meeting as follows:

'That councillors Bill Shepherd, David Sinclair, and Mike Finlayson be delegated the ability to make decisions on council's behalf for resolving appeals on the Proposed Northland Regional Pest and Marine Pathway Management Plan 2017–2027 that are inconsistent with the policy position or approach used in the Proposed Northland Regional Pest and Marine Pathway Management Plan 2017–2027, provided that a majority decision is arrived at by councillors Bill Shepherd, David Sinclair and Mike Finlayson'.

Apologies (Item 1.0)

There were no apologies.

Declarations of Conflicts of Interest (Item 2.0)

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

Business with the Public Excluded (Item 3.0)

ID: A1003031

Report from Group Manager – Environmental Services, Bruce Howse

Moved (Shepherd/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
3.1	Regional Pest and Marine Pathway Management Plan Appeals Mediation	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect information which is subject to an obligation of confidence 7(2)(c).

Carried

CONCLUSION

The meeting concluded at 3.29 pm.

TITLE: Receipt of Action Sheet
ID: A1005603
To: Council Meeting, 12 December 2017
From: Chris Taylor, Governance Support Manager
Date: 1 December 2017

Executive summary

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

Recommendation

That the council action sheet be received.

Attachment

- *Council Action Sheet*

Authorised by Group Manager

Name: Jonathan Gibbard
Title: Group Manager – Governance and Engagement
Date: 4 December 2017

Council Actions new

IRISID	Current Status	Request Date	Reso/Req	Description	Request Details	Note Text	Date of Note	Requested By
REQ.585930	Closed	22 Aug 2017	RESO	Loan to Northland Emergency Services Trust	That the details of the security arrangement being offered on the second aircraft be brought to council for approval.	COMPLETE. Council made a formal decision on security arrangements at the November council meeting.	29 Nov 2017	Council
REQ.587167	Open	21 Nov 2017	REQ	Marsden Maritime Holdings financial reporting	That the Audit Working Party considers council's 'position' regarding the recording of council owned shares in MMH in its financial statements (potential alternatives to historical cost).			Council
REQ.587168	Open	21 Nov 2017	REQ	Risk Reporting	That Eriksen & Associates Ltd be requested to include risk analysis in future reporting on NRC's externally managed investment funds.			Council
REQ.587169	Open	21 Nov 2017	REQ	FDE Workshop	That a council workshop be scheduled for the New Year to progress council's intent to address FDE non compliance.	Noted.	29 Nov 2017	Council

TITLE: Council working party updates and Chairpersons' briefings
ID: A1004458
To: Council Meeting, 12 December 2017
From: Jonathan Gibbard, Group Manager – Governance and Engagement
Date: 1 December 2017

Executive summary

The purpose of this report is to update council on the recent discussions/activities of its respective working parties. The Chairperson of each working party will be invited to provide a verbal briefing (to a maximum of five minutes).

Please note that working parties carry no formal decision-making delegations from the council.

Recommendation

That the report 'Working party updates and Chairpersons' briefings' by Jonathan Gibbard, Group Manager – Governance and Engagement, and dated 1 December 2017, be received.

Pest Management Working Party (Chair Cr Blaikie)

The working party met on 8 November 2017. Topics for discussion included:

- Pest Management Rate.

Following discussion, the working party provided advice on the following next steps:

- The Pest Management Working Party supported the proposal for a Pest Management Rate that is set on a fixed amount per each SUIP or rating unit across the region (i.e. same mechanism as Council services rate.)

Natural Resources Working Party (Chair Cr Finlayson)

The working party met on 24 November 2017. Topics for discussion included:

- Programme for the Awanui Flood Scheme Upgrade and Risks;
- Coastal Flood Hazards Update;
- Update on Waiora Northland Water Catchment Groups; and
- Potential for regenerating bush/Maori freehold land, including planting of Manuka both as a soil stabilisation tool and the use of carbon credits as a funding mechanism.

Following discussion, the working party provided advice on the following next steps:

- The Awanui River Working Group will seek advice from iwi representatives regarding an engagement strategy;
- The revised Terms of Reference for Waiora Northland Water Catchment Groups will be sent to Council for approval; and
- Staff to provide an update at the next Natural Resources Working Party meeting on the ETS and NRC's role in terms of pre-1990 forests and how staff incorporate that into NRC's programmes.

Planning Working Party (Chair Cr Yeoman)

The working party met on 22 November 2017. Topics for discussion included:

- Update on Proposed Regional Plan submissions.
- Overview of potential collaboration with district councils to work together on policy related projects.
- Update on signals from central government on upcoming national policy.
- Update on GMO appeals to the Regional Policy Statement.

Following discussion, the working party provided advice on the following next steps:

- The working party supports the development draft swimming targets by 31 March 2018 as required by the 2017 amendment to the NPS Freshwater.
- The working party will meet every two months, with the next meeting to be scheduled for February 2018.

Authorised by Group Manager:

Name: Jonathan Gibbard

Title: Group Manager – Governance and Engagement

Date: 4 December 2017

TITLE: Council working group updates and Chairpersons' briefings
ID: A1004464
To: Council Meeting, 12 December 2017
From: Nola Sooner, PA/Administrator – Environmental Services
Date: 30 November 2017

Executive summary

The purpose of this report is to update council on the recent discussions/activities of its respective working groups. The Chairperson of each working party will be invited to provide a verbal briefing (to a maximum of five minutes).

Please note that working groups carry no formal decision-making delegations from the council.

Recommendation

That the report 'Council working group updates' and Chairpersons' briefings' by Nola Sooner, PA/Administrator – Environmental Services, and dated 30 November 2017, be received.

Whangārei Harbour Catchment Working Group (Chair Glenn Mortimer)

The Whangārei Harbour Catchment Group met on 28 November 2017. Topics for discussion included:

- Otaika Stream riparian restoration;
- Revised Terms of Reference; and
- Future Catchment Group actions.

Following discussion, the Working Group provided advice on the following next steps:

- Work with Golden Bay Cement to set up a Restoration Programme in the Otaika Stream Catchment; and
 - Report back to council annually on council's implementation of the Catchment Programme.
-

Authorised by Group Manager:

Name: Bruce Howse
Title: Group Manager – Environmental Services
Date: 30 November 2017

TITLE: Financial Report to 30 November 2017

ID: A1008379

To: Council Meeting, 12 December 2017

From: Vincent McColl, Financial Accountant

Date: 4 December 2017

Executive summary

This report is to inform council of the year to date (YTD) financial result to November 2017. Council has achieved a YTD surplus after transfers to and from reserves of \$2.14M. This compares to the budgeted surplus after reserve transfers of \$1.98M favourably by \$162K.

Recommendation

That the 'Financial Report to 30 November 2017' by Vincent McColl, Financial Accountant, and dated 4 December 2017, be received.

Report

SUMMARY OPERATING RESULTS			
	000's ACTUAL YTD	000's BUDGET YTD	000's VARIANCE YTD
Revenue (including other gains)	\$ 17,397	\$ 16,220	\$ 1,177
Expenditure	\$ 13,102	\$ 13,390	\$ 288
NET (COST)/SURPLUS BEFORE TRANSFERS FROM/(TO) RESERVES	\$ 4,294	\$ 2,830	\$ 1,464
Transfer From (To) Special Reserves	\$ (2,153)	\$ (851)	\$ (1,302)
NET (COST)/SURPLUS AFTER TRANSFERS FROM/(TO) RESERVES	\$ 2,142	\$ 1,979	\$ 162

Revenue

Year to date revenue is \$17.40M which is \$1.18M or 7.3% above budget.

YTD REVENUE VARIANCE INDICATORS BY REVENUE TYPE			
	FAV / (UNFAV)		Commentary
	\$	%	
Rates	\$28,995	0.3%	
User Fees and Sundry	(\$83,826)	(3.3%)	<ul style="list-style-type: none"> • Lower than budgeted consent application fees \$131K • Lower than budgeted Navigation bylaw fees \$33K • Lower than budgeted Pilotage \$24K. This is expected to be a timing issue. Offset by: <ul style="list-style-type: none"> • Unbudgeted prosecutions income \$60K
Grants and Subsidies	\$49,578	8.0%	<ul style="list-style-type: none"> • Unbudgeted MFE subsidies for the Kaipara Harbour Sediment Study \$24K • Unbudgeted subsidies for the Dune lakes and Freshwater NPS programmes of \$28K • Subsidy for the Myrtle Rust Incursion of \$33K Offset by: <ul style="list-style-type: none"> • Lower transport subsidies than budgeted of \$20K
Investment Interest Income	\$218,315	71.5%	<ul style="list-style-type: none"> • Working capital fund gains \$178K above budget due to YTD returns of 3.5% being greater than the budgeted 2.7% and a higher value in the fund than budgeted
Investment Property Income	\$20,830	2.2%	
Dividend Income	\$435	0.0%	
Property Reinvestment Fund	\$321,646	49.0%	<ul style="list-style-type: none"> • Actual YTD returns of 4.3% are greater than the budgeted 2.8%
Community Investment Fund	\$324,074	90.0%	<ul style="list-style-type: none"> • Actual YTD returns of 5.0% are greater than the budgeted 2.9%. This includes some beneficial NZD/AUD cross rate currency movements.
Infrastructure Reinvestment Fund	\$296,824	216.3%	<ul style="list-style-type: none"> • Actual YTD returns of 4.7% are greater than the budgeted 2.3% and the fund value is higher than budgeted from the additional \$2.8M of borrowing being invested here. This includes some beneficial NZD/AUD cross rate currency movements.
Total	\$1,176,870	7.3%	

Externally managed fund gains have been revised to reflect the actual October gains as reported in the Eriksen report (received mid-November). This revision has led to an additional \$787K favourable variance year to date. November's monthly gains are estimates based advice from Jonathan Eriksen and are largely in line with November's budget. All gains above budget have been transferred to reserve representing additional reinvestment into each respective fund.

Expenditure

Year to date expenditure is \$13.10M, which is \$288K or 2.1% below budget.

YTD EXPENDITURE VARIANCE INDICATORS BY COUNCIL ACTIVITY			
	FAV / (UNFAV)		Commentary
	\$	%	
Regulatory Services	\$77,641	2.3%	
Environmental Services	\$117,785	2.9%	<ul style="list-style-type: none"> • Timing of programmes of work • Some labour budgeted here is being coded via timesheeting to customer services due to a structure change
Strategy and Governance	\$78,002	2.6%	<ul style="list-style-type: none"> • Tw in Coast Discovery project funding hasn't yet occurred \$200K offset by IGR movements Offset by: <ul style="list-style-type: none"> • Extension 360 project funding earlier than budgeted \$63K offset by IGR movements • Higher than budgeted councillor mileage reimbursement of \$15K • More labour charged (through timesheeting) to community representation than budgeted of \$40K • More labour charged to the customer services department than budgeted \$106K due to unbudgeted changes in timesheeting for the regional offices and unbudgeted Waipapa office costs • Redundancies paid of \$39K
Customer Service - Community Resilience	(\$139,653)	(4.9%)	
Corporate Excellence	\$50,357	2.5%	
CEO Office	(\$17,451)	(1.9%)	
Internal Transfers	\$120,917	(4.3%)	
Total	\$287,598	2.1%	

Transfers to reserves

Year to date transfers to reserves are \$1.3M more than budget. This is due to lower reserve funding being required for IGR projects and feasibility studies that have not occurred as planned and lower reserve funding required for carry over projects (IaaS, FDE, Te Uri o Hau Sites of Significance, and Ngāti Kuri Iwi Environmental Management Plan) that have not come online as budgeted. Also as mentioned above \$901K of greater than budget gains have been transferred (representing reinvestment) to each reserve as follows:

- PRF \$325K
- IIF \$252K
- CIF \$324K

Capital expenditure

The mid north customer service centre fit out is tracking \$11K more than budgeted for the full year and there is more cost expected for the staff area at the back end of the building.

Authorised by Group Manager

Name: Dave Tams
Title: Group Manager – Corporate Excellence
Date: 4 December 2017

TITLE: Adoption of the Proposed Northland Regional Pest and Marine Pathway Management Plan 2017–2027**ID:** A1007456**To:** Council Meeting, 12 December 2017**From:** Don McKenzie, Biosecurity Manager**Date:** 28 November 2017

Executive summary

The purpose of this report is to recommend that council makes the Proposed Regional Pest and Marine Pathway Management Plan 2017–2027 operative in part. The Biosecurity Act 1993 (BSA) provides for council to make the Proposed Regional Pest Plan 2017–2027 operative in part, provided council confirms the matters subject to applications to the Environment Court are severable from the rest of the plan (in accordance with section 77(3) and section 97(3) of the BSA). It is recommended council takes this course of action and subsequently fixes its seal to the plan thereby making it operative except for those provisions subject to the Environment Court process. It is also recommended council make the commencement date 12 December 2017.

Recommendations

1. That the report 'Adoption of the Proposed Northland Regional Pest and Marine Pathway Management Plan 2017–2027' by Don McKenzie, Biosecurity Manager, and dated 28 November 2017, be received.
2. That in accordance with section 77(3)(a) council confirms the matters dealt with in the application to the Environment Court relating to the Kauri Dieback provisions of the Northland Regional Pest Plan are severable from the rest of this plan.
3. That in accordance with section 97(3)(a) council confirms the Marine Pathway Management Plan is severable from the rest of this plan.
4. That council fixes its seal to the Northland Regional Pest Plan except the provisions relating to Kauri Dieback and the Marine Pathways Plan making it operative in part.
5. That council makes 12 December 2017 the commencement date for the Northland Regional Pest Plan and Marine Pathway Management Plan 2017–2027 and, in accordance with section 97(5) of the Biosecurity Act 1993, gives public notice of the commencement date.
6. That Bruce Howse, Group Manager – Environmental Services, be delegated the ability for making minor grammatical or formatting amendments on the Proposed Northland Regional Pest and Marine Pathway Management Plan 2017–2027.

Background

The purpose of this report is to recommend that council makes (in part) the Northland Regional Pest and Marine Pathway Management Plan 2017–2027 (RPMP). This is the pest and pathway management document for the region and sets out rules for pest species and the vectors of marine pests. Review of the current pest strategies began in earnest two years ago, and public consultation on the Proposed RPMP has been undertaken as part of the statutory requirements of the Biosecurity Act 1993 (BSA).

The RPMP has been the subject of two appeals to the Environment Court relating to the Kauri Dieback provisions of the Regional Pest Plan and the Marine Pathways Management Plan. Those parts of the RPMP subject to appeal have been highlighted in yellow in the attached RPMP (**Attachment 1**) – these elements will not be made operative should council approve the recommendations to make the RPMP operative in part.

Legal counsel has confirmed that those parts of both documents under appeal are severable in accordance with 77(3)(a) and 97(3)(a) of the BSA. In other words, the rest of the RMMP can function in a legally implementable and coherent manner without reliance on those provisions under appeal being operative. In accordance with sections 77(4)(a) and 97 (4)(a) of the BSA if the subject matter of the appeals is severable, council must make the remaining parts of the RPMP operative. Council must then give public notice of the commencement date in accordance with section 97(5) of the BSA. Staff recommend the commencement date of those parts of the RPMP that are operative be 12 December 2017, which is also the date council must fix its seal (in accordance with sections 77(5)(b)(ii) and 97(5)(b)(ii) of the BSA).

At the meeting of 10 October 2017 council appointed a subcommittee of council that has delegation to make decisions on council's behalf for resolving appeals on aspects of both the Marine Pathways Plan¹ and Kauri Dieback² provisions of the Regional Pest Plan. Both these appeals are in Court directed mediation.

Mediation for the Kauri Dieback appeal has been resolved and the resolution is now awaiting sign off with the Environment Court. It should be noted that the current rules for Kauri Dieback as described in the Regional Pest Management Strategy 2010–2015 remain in place until the appeal is resolved and council makes this section of the RPMP operative.

Mediation has occurred for the Marine Pathway Plan with both parties still working through the relief sought by the appellants.

Due to the time these matters take to work through the Environment Court, at this stage it is predicted that the appeal process for both appeals will be fully resolved early next year. However, this timeframe is not clear, particularly if the mediation over the Marine Pathways Management Plan is not able to resolve the relief sought by the appellants. Once appeals are resolved to the satisfaction of the Environment Court, council repeats the process to make the remainder of the RPMP operative in full.

¹ Appeal lodged by Far North Holdings Ltd

² Appeal lodged by Forest and Bird

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1.	Council makes the plan (in part)	All rules in the new plan become operative and can be implemented (except those subject to application to the Environment Court).	Minor duplication of process costs associated with making the plan operative in full.
2.	Council delays making the plan operative until appeals are resolved (either in mediation or by Court decision)	Minor saving in process costs.	Operative date of new plan provisions is delayed. No certainty implementation cannot progress until the plan is operative.

The staff's recommended option is **Option 1** (this is in accordance with the BSA 1993).

2. Significance and engagement

In relation to section 79 of the Local Government Act 2002, this decision is considered to be of low significance because it is part of council's day-to-day activities.

3. Policy and legislative compliance

The process for the RPMP, and the specific actions recommended in this report, follow the prescribed steps in the Biosecurity Act 1993.

4. Māori impact statement

Council is following a prescribed statutory process and there are no impacts on Maori. The plan has been subject to a comprehensive consultation process.

5. Financial implications

Financial implications have been addressed as part of the cost benefit analysis and the 2017/2018 Annual Plan process.

6. Implementation issues

Implementation is a logical next step of making the plan and there are no issues foreseen.

Attachment

- Attachment 1 – Northland Regional Pest and Marine Pathway Management Plan 2017–2027 (included in the Supporting Information)

Authorised by Group Manager

Name: Bruce Howse

Title: Group Manager – Environmental Services

Date: 30 November 2017

TITLE: Governance Structure Review/Meetings Calendar 2018
ID: 1007467
To: Council Meeting, 12 December 2017
From: Chris Taylor, Governance Support Manager
Date: 28 November 2017

Executive summary

This document acts as a 'placeholder' for the report 'Governance Structure Review/Meetings Calendar 2018' which was not able to be collated in sufficient time for inclusion in the council agenda. The report will be sent out to councillors under separate cover.

Authorised by Group Manager:

Name: Jonathan Gibbard
Title: Group Manager – Governance and Engagement
Date: 4 December 2017

TITLE: Adoption of the Ngunguru Catchment Programme**ID:** A1007759**To:** Council Meeting, 12 December 2017**From:** Duncan Kervell, Land Manager**Date:** 27 November 2017

Executive summary

The purpose of this report is to recommend that council adopts the Ngunguru catchment programme that has been developed with the Ngunguru working group in 2016/2017.

The Ngunguru catchment programme describes the catchment, issues for land management and water quality, the quantities and modelled sources of sediment and outlining the key work streams over the next five years up to 2023.

The key outcomes of this programme are reducing the effects of accelerated, erosion-induced sediment generation, by optimising the promotion of sustainable land management. Work streams included getting to know the catchment better via catchment assessments, working with landowners through existing land management services and working with community groups to further promote this programme.

Recommendations

1. That the report 'Adoption of the Ngunguru Catchment Programme' by Duncan Kervell, Land Manager, and dated 27 November 2017, be received.
2. That the council supports the adoption of this catchment work programme as a five-year (2018–2023) work stream, as developed by the Ngunguru Working Group and NRC staff, to promote sustainable land management and improved water quality.

Background

The purpose of this report is to recommend that council adopts the Ngunguru catchment programme, see **Appendix A**, as an agreed intention to work with communities and landowners in the catchment.

Summary of key outcomes of catchment programme**Outcomes by June 2018**

- 20% of hill country land in pasture under a FWQIP or Soil Conservation Plan.
- Promote planting of 500 poles over approximately 50 ha of soil conservation planting.
- Catchment survey producing data showing location of stock exclusion fencing and vulnerable areas as identified from a stream walk.
- Future forestry harvest timetable developed and vulnerabilities identified.
- Catchment Group to have developed connections with other stakeholders in the catchment with synergies identified.
- Catchment Group news publicised through Facebook, local news publications, and Land Management 'Hills to Harbour' publication.

Outcomes by 2023

- 100% of hill country land in pasture under a FWQIP or Soil Conservation Plan (with 20% achieved each year), with an emphasis on soil conservation and protecting upland wetlands.
- Promote planting of 2000 poles over approximately 200 ha of soil conservation planting.
- All stock excluded from lowland waterways in accordance with regional rules by 2023.

This programme has been developed via presentations, meetings and field trips with catchment working group members and NRC staff to determine and explain the water quality issues, the estuary health and main attributing sources of sediment as the main stressor in this system. Community representatives have had over eight meetings since 2016 and agreed this catchment programme in August 2018.

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1	Council adopts the Ngunguru catchment programme.	The operational work programmes can be put in place to achieve desired outcomes.	No obvious disadvantage.
2	Council does not adopt the Ngunguru catchment programme.	Minor saving in operational costs and focus.	Lose the impetus of the two-year collaboration process. NRC loss focus on the promoting the benefits of sustainable land management in Ngunguru catchment. NRC lose the good faith and educational opportunities/sounding board with community.

The staff's recommended option is **Option 1**.

2. Significance and engagement

In relation to section 79 of the Local Government Act 2002, this decision is considered to be of low significance because it is part of council's day-to-day activities.

3. Policy and legislative compliance

The activities detailed in this report are in accordance with council's 2015–25 Long Term Plan which was approved in accordance with council's decision-making requirements of sections 76-82 of the Local Government Act 2002.

4. Māori impact statement

The Ngunguru Catchment Programme was developed by the Catchment Group with iwi and hapu support.

5. Financial implications

Financial implications are slight as it is part of the current planned Waiora Northland work programme.

6. Implementation issues

Implementation is the aim of the catchment workplan and adoption of the programme will be key to formalise this.

Attachment

- Appendix A – Ngunguru Catchment Programme (included in the Supporting Information)

Authorised by Group Manager

Name: Bruce Howse

Title: Group Manager – Environmental Services

Date: 29 November 2017

TITLE: Investment and Growth Reserve: Feasibility Assessment and Business Case Development – Regional Walking and Cycling Strategy and Dargaville to Donnellys Crossing Cycle Trail

ID: A1007214

To: Council Meeting, 12 December 2017

From: Jon Trewin, Policy Analyst

Date: 30 November 2017

Executive summary

Northland Inc. is seeking feasibility assessment and business case development funding from the Investment and Growth Reserve (IGR) to support two cycling-related studies: a high-level feasibility assessment, incorporating a priority ranking of proposed projects, of the draft regional walking and cycling strategy; and an economic impact analysis (EIA) of the proposed Dargaville to Donnellys Crossing Cycle Trail.

The high-level assessment will allow councils to make informed decisions about where investment can be strategically targeted to have the greatest impact. The EIA will form part of the overall business case for the Dargaville to Donnellys Crossing Cycle Trail project which is being led by Kaipara District Council in conjunction with Te Roroa.

This report concludes with the recommendation that both requests for funding be approved.

Recommendations

1. That the report 'Investment and Growth Reserve: Feasibility Assessment and Business Case Development – Regional Walking and Cycling Strategy and Dargaville to Donnellys Crossing Cycle Trail' by Jon Trewin, Policy Analyst, and dated 30 November 2017, be received.
2. That council agrees to provide \$20,000 from the Investment and Growth Reserve to Northland Inc. for a high-level feasibility assessment, focusing on priority ranking of proposed projects, within the draft regional walking and cycling strategy.
3. That council agrees to provide \$25,000 from the Investment and Growth Reserve to Northland Inc. for an economic impact assessment to support the development of a business case for the proposed Dargaville to Donnellys Crossing Cycle Trail.

Background

Council has received two applications from Northland Inc. to fund two cycling-related feasibility assessment and business case development studies from the Investment and Growth Reserve (IGR).

The first is to allocate \$20,000 to carry out a high-level assessment of the draft regional walking and cycling strategy that the four Northland local authorities have been developing. The aim of the regional walking and cycling strategy is to position Northland as a region that becomes a walking and cycling destination to support economic growth and lifestyle choices through the development of safe, connected and enduring walking and cycling networks.

- Underpin and join-up the district strategies and support walking and cycling programmes and local initiatives.
- Present a strategic case for connecting Northland with Auckland via the east coast.
- Leverage economic and tourism opportunities from the existing infrastructure, with a strategic focus on developing Great Rides and Walks in Northland.

Specifically, the strategy focusses on five key areas:

1. The development of a comprehensive regional touring network.
2. The development of local district routes that connect urban and rural communities.
3. The development of a city-wide cycle network in Whangārei.
4. Increased use of behaviour change initiatives and greater uptake of walking and cycling.
5. Increased opportunities for mountain biking.

Attachment 1 shows an aspirational map of a completed Northland cycle network contained in the current draft of the strategy.

The purpose of the proposed study will be to assess the appeal, local support and practicality of the proposed routes and to rank the potential cycling and walking projects based on their ability to deliver positive economic, social, cultural and environmental impacts. Full details of the project are set out in **Attachment 2** to this report.

The second is to allocate \$25,000 to fund an economic impact assessment (EIA) of a 36km off-road cycle trail from Dargaville to Donnellys Crossing utilising the former railway line. From Donnellys Crossing it would be a short drive (via a shuttle) to Waipoua Forest and Trounson Park. This off-road cycle trail will complement the existing Heartland Rides, the Kaipara Missing Link Cycleway, and the Kauri Coast Cycleway. It has the potential to be extended a further 50km north, still off-road, along the historic Old Waoku Coach Road to Waimā on SH12, and potentially linking to the Twin Coast Cycle Trail. Full project details are contained in **Attachment 3** to this report.

Considerations

1. Options

There are two options available to council for each of the funding applications; to approve or decline the allocation of funding from the IGR.

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No.	Option	Advantages	Disadvantages
1	Approve the allocation of \$20,000 to undertake an assessment of the draft Regional Walking and Cycling Strategy	Provides a framework that will allow councils and other stakeholders to make informed decisions about where investment can be strategically targeted to have the greatest impact.	Reduces funds available for other projects.
2	Decline the application	Retains \$20,000 in the IGR to use on other projects.	It is unlikely that this assessment will find funding elsewhere and no guidance will be available to council or others as to which projects will generate the greatest benefit.

The recommended option from staff is to allocate \$20,000 towards the assessment and ranking of the walking and cycling projects in the draft Regional Walking and Cycling Strategy.

No.	Option	Advantages	Disadvantages
1	Approve the allocation of \$25,000 to undertake the EIA portion of the business case	<p>Supports an initiative that may eventually lead to economic (including employment), social and cultural opportunities for the Kaipara District and potentially the wider region.</p> <p>Provides a basis for work going forward if an economic case for further investment can be made.</p>	<p>Reduces funds available for other projects.</p> <p>May spend money on a project that does not rank highly in the assessment of the Regional Walking and Cycling Strategy.</p>

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2	Decline the application	Retains \$25,000 in the IGR to use on other projects.	The applicant will need to find financial support elsewhere.
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The recommended option from staff is to allocate \$25,000 to undertake an economic impact assessment of the Dargaville to Donnellys Crossing Cycle Trail as input into the development of a business case for the cycle trail. While the Dargaville to Donnellys Crossing Cycle Trail will also be assessed as part of the Regional Walking and Cycling Strategy piece of work, staff consider that it is opportune to move ahead on this particular project at this time given the current funding commitment by Kaipara District Council to completing the broader business case for the trail and the geographic location of the project.

2. Significance and engagement

Both applications have been assessed according to the council's Significance and Engagement Policy and deemed to be of low significance.

3. Policy and legislative compliance

The activities detailed in this report are in accordance with the IGR criteria, the Long Term Plan 2015–2025, and council's decision-making process as prescribed in the Local Government Act 2002.

Officers have reviewed the proposals and conclude that they relate to feasibility assessment and business case development, and therefore are eligible for this funding category within the IGR. While the application relating to the draft regional walking and cycling strategy suggests that it also involves the 'further development' / 'redevelopment' of the strategy, the funding will not be used for this purpose but to assess and prioritise the projects listed on the draft strategy. Any changes to the draft strategy that result from this assessment will be done by staff from the appropriate council.

Further considerations

4. Community views

The Kaipara District Walking and Cycling Strategy 2017 states that there is strong community support for the Dargaville to Donnellys Crossing project. The assessment of the draft regional walking and cycling strategy will include discussions with key local, regional and national stakeholders and an assessment of local support for proposed trails.

5. Māori impact statement

Te Roroa is jointly leading the Dargaville to Donnellys Crossing project with Kaipara District Council. Te Roroa are interested in the development of the cycle way as they see it as a key strategy to assist in creating economic and social development opportunities in the lands of Te Roroa. Cultural impacts will be considered in assessing and ranking the proposed projects on the draft regional walking and cycling strategy.

6. Financial implications

Council established a separate annual funding category of up to \$200,000 within the IGR to support feasibility assessment and business case development. In the 2017/18

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financial year, council has to date allocated \$70,000 in funding from the IGR for two feasibility assessment and business case development studies. Therefore, \$130,000 remains available.

The assessment of the draft regional walking and cycling strategy will cost \$20,000 in total, and be fully funded from the IGR feasibility assessment and business case development category.

The EIA component of the business case for the Dargaville to Donnellys Crossing Cycle Trail will cost \$25,000, and be fully funded from the IGR feasibility assessment and business case development category. Kaipara District Council are funding the balance of the business case development cost, including the technical feasibility of the project. If the business case is proven, funding will still be needed to be sourced to construct the cycle trail which is likely to come from a variety of local, regional and national sources. Kaipara District Council has indicated in their Walking and Cycling Strategy that implementation will begin in 2019/2020 (Year 2 of LTP 2018–2028). Should the project proceed, and based on previous feasibility work, approximate costs to complete the project are in the range of \$1–\$1.5 million. It is likely that further funding from the IGR would be sought in subsequent years to support the construction phase of the project.

The combined sum of the two funding applications being considered for feasibility assessment and business case development funding is \$45,000. Approving both allocations will leave a maximum of \$85,000 available for the remainder of the 2017/18 financial year.

7. Implementation issues

There are no known implementation issues for council at this stage. Procuring the services to undertake the assessment of the draft regional walking and cycling strategy will be undertaken by Northland Inc., while the EIA study will be contracted by Kaipara District Council.


Attachment

- Attachment 1 – Aspirational map of a Northland cycle network
- Attachment 2 - Northland Inc. board paper Regional Walking and Cycling (included in the Supporting Information)
- Attachment 3 – Northland Inc. board paper Dargaville to Donnellys Crossing Cycle Trail (included in the Supporting Information)


Authorised by Group Manager

Name: Jonathan Gibbard
Title: Group Manager – Governance and Engagement
Date: 30 November 2017

Legend


 Aspirational Regional Cycle Trail Framework


Existing Trails

 1 - Far North Cycleway

 2 - Twin Coast Cycle Trail

 3 - Kauri Coast Cycleway

 4 - Kaipara Harbour Missing Link

 Te Araroa Trail



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 The information in this map was derived from digital databases. Care was taken in the creation of the map, however, Kaipara District Council and its contractors cannot accept any responsibility for omissions or positional accuracy. Not to be used for navigation. Cadastral information sourced from Land Information New Zealand 5 July 2017.

TITLE: 2017 Service Delivery Reviews
ID: A1006597
To: Council Meeting, 12 December 2017
From: Jonathan Gibbard, Group Manager – Governance and Engagement
Date: 24 November 2017

Executive summary

The purpose of this report is to update council on the outcome of Local Government Act Section 17A service delivery reviews that have been conducted during 2017.

This report provides an overview of the analysis completed for all services that were timetabled to be reviewed during 2017. The report recommends that council adopt the review findings of maintaining the status quo for the services reviewed in 2017 but indicating a scope of work to be completed prior to the next scheduled review. A copy of the full report is included in the council's supporting information.

Recommendations

1. That the report '2017 Service Delivery Reviews' by Jonathan Gibbard, Group Manager – Governance and Engagement, and dated 24 November 2017, be received.
 2. That council adopt the recommendations of the 2017 Service Delivery Reviews report to maintain the status quo delivery models for Transport, Civil Defence and Emergency Management, River Management, Hydrology, Land and Biodiversity, Biosecurity and Natural Hazard Management services due to the costs of any additional reviews likely to outweigh the benefits.
-

Background:

Section 17A Service Delivery Reviews

Section 17A of the Local Government Act 2002 (LGA) places an obligation on council to review its services for cost effectiveness. The legislation states that a review should consider three elements:

1. how a service is governed;
2. how it is funded; and
3. how it is delivered.

The following options (or combinations of) exist for the delivery of council services:

- i. "In house" council resources;
- ii. Council controlled organisation (CCO), either wholly owned by council, or a CCO where council is a part owner;
- iii. Another council;
- iv. Another person or agency (e.g. central government, a private sector organisation or a community group);
- v. Shared service or partial shared service agreement;
- vi. Joint committee with another council;

- vii. Business unit within council;
- viii. Joint venture of public private partnership; or
- ix. Outsourcing to external providers.

Each service must be reviewed at least every six years. The intent of the legislation is to encourage efficiencies as well as collaboration between councils.

Rationale for completing the 2017 reviews

In order to ensure that all services were reviewed every six years, at its meeting on 19 April 2016 council adopted a rolling schedule of reviews to be completed by 8 August 2022 as follows:

Activity	Sub-activity	Review	Status
Economic Development	Northland Inc.	2017	complete
River Management	River Management	2017	complete
	Hydrology	2017	complete
Land and Biodiversity		2017	complete
Biosecurity		2017	complete
Natural Hazard Management		2017	complete
Civil Defence and Emergency Management		2017	complete
Transport	Regional Transport Management	2017	complete
	Passenger Transport Administration	2017	complete
Economic Development	Investments	2018	
	Commercial Property	2018	
Community Representation and Engagement	Community Representation and Engagement	2018	
	Environmental Education	2018	
	Community Projects – e.g. NEST and Life-Saving	2018	
	Māori engagement	2018	
	Communication	2018	
Oil Pollution Response		2019	
Harbour Safety and Navigation		2019	
Planning and Policy		2020	
Consents	Consent Applications	2020	
	Consents Advice and Information	2020	
Monitoring	State of the Environment Monitoring	2020	
	Compliance Monitoring, Environmental Incidents Response and Waste Management and Contaminated Sites	2020	
Flow – on investigations	Biosecurity and biodiversity Investigate potential shared service agreements prior to the next review	2020	

This report contains the outcome of the analysis for all the reviews that were scheduled to be completed in 2017. In addition, although Transport services were not scheduled to complete their review until 2019, the Northland Transport Alliance conducted a detailed section 17A review – the outcome of which is also included in this report.

Review methodology

In order to conduct reviews in the most efficient and effective manner, council adopted a two-step approach. Step 1 was to conduct a high-level assessment of a particular services' suitability for an alternative delivery model as opposed to the status quo.

If the step 1 assessment shows that the service contains a number of attributes indicating potential for more efficient or effective delivery under a different model, then a more detailed review was carried out – being step 2. However, if the assessment did not show any potential for more efficient or effective service delivery under a different model, then it was deemed that the cost of conducting a more detailed service delivery was not warranted.

Council has no specific budget provision for services that require more detailed step 2 analysis. External reviews to date have cost between \$10,000 and \$70,000 per service.

What is NOT included in a Section 17A Service Delivery Review

- A review of levels of service;
 - This work is completed as part of the Long Term Plan (LTP) process

- An analysis and/or implementation of process improvements or other opportunities for improvement.
 - These functions are undertaken through council's Continuous Improvement Plan and little benefit is seen from duplicating this work.
 - However, any observations regarding possible opportunities for improvement will be forwarded to the Continuous Improvement Manager.

Councils are not required to engage with the community when undertaking reviews.

2017 Service Delivery Review recommendations

Transport – recommended to maintain the status quo

Due to the NTA shared service business unit (SSBU) only being established in mid 2016 and the NTA itself having completed a section 17A review in recent months, it is considered that the cost of conducting any further reviews at this time are likely to outweigh the benefits.

The NTA funded review of July 2017 concluded that the newly established SSBU delivery model should remain as none of the options assessed provided additional benefits to the SSBU model and it needed appropriate time to bed-in before any further changes should be considered.

Civil Defence and Emergency Management – recommended to maintain the status quo

The CDEM Group commissioned an external section 17A review during 2017. This review acknowledged that the governance model - being a joint committee of councils is determined by legislation. However, Far North District Council are the only TLA who elect to fund the costs of their own CDEM Officer from their own budget rather than utilise the regional resources like the other two TLAs do. The review recommended that consideration

be given to moving the delivery of CDEM services from a partial shared service model to a more comprehensive / strengthened shared service model - should identifiable benefits exist. The strengthened model would include FNDC relinquishing their own CDEM Officer and for all council's to utilise the regional resource. The review also recommended that under a strengthened shared service model, that a regional rate should be set to cover all direct CDEM costs and that only CDEM support functions at the local level (each TLA) be met by each council. The regional funding option is currently being considered by a Local Government Technical Advisory Group (TAG) and may be embodied in legislation at some point in the future.

These recommendations have been reported to the December CDEM Group meeting and will be considered by the Joint Committee before any changes to the current service delivery model are recommended. Any recommended changes will be considered as part of the upcoming LTP process of each individual partner council. Performance against targets is excellent.

Other services reviewed in 2017

River management and biosecurity services triggered the step 1 criteria to further investigate a council shared service. However, being uniquely regional council services it is not possible to share with a Northland TLA and not appropriate at this time to share with a regional council outside of Northland at this time due to the region specific expertise and planning requirements. Work is already outsourced where it makes financial sense to do so, and agreements for certain aspects of work are already in place with other regional councils where it is advantageous. Should the proportion of services undertaken collaboratively with other regional councils increase in the future, then the viability of entering into a shared services agreement with one or more regional councils should be re-visited.

Therefore - services on a 'watch-list' for potential shared services agreements with other regional councils / organisations at some point in the future once there is sufficient demand to change the delivery model are:

- River management
- Biosecurity

The remaining services did not meet the minimum benefit criteria to further investigate any of the alternative delivery models. It is therefore considered that the cost of conducting full and detailed reviews are likely to outweigh the benefits. Performance against targets for all services is excellent.

It is recommended to maintain the status quo for the following services:

- Hydrology
- Land and biodiversity
- Natural hazard management

The full report '2017 Service Delivery Reviews' detailing how these recommendations were arrived at is included in the supporting documents.

Flow-on work from conducting the 2017 service delivery reviews

Although the recommendations of this review are to maintain the status quo as at 2017, the process has highlighted several areas of work that require further consideration and investigation in regards to viability prior to the next review required in six years' time (2023).

It is recommended that in three years' time (2020) that the viability of the following service delivery options are investigated:

1. Biosecurity
 - A joint operational business unit established between council and the Department of Conservation whereby pest control resourcing and activities on public and private land are more fully integrated, coordinated and prioritised.
 - A 'top of the North Island' or UNISA scale approach providing a broader governance model to more effectively manage the pathways of new pests such as fanworm and Kauri die-back.
2. Biodiversity
 - Some form of integration with the Department of Conservation to more effectively direct central and local government spend on improving Northland's biodiversity.

Any changes recommended as a result of these investigations could then be incorporated into the next formal review of these services prior to 2023.

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1.	Maintain status quo delivery models for all services reviewed in 2017	This option is the most cost effective as analysis conducted to date indicates that the cost of any further reviews is likely to outweigh the benefits.	Council does not get to see the full range of alternative delivery options available.
2	Undertake more detailed reviews	Provide additional details to council.	This represents unbudgeted expenditure unlikely to yield additional benefits to the work already undertaken.

The staff's recommended option is Option 1.

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

Section 17A service delivery reviews are a requirement of the Local Government Act 2002. All council services are required to be reviewed at least every six years and will be undertaken in accordance with a rolling calendar adopted in 2016.

Further considerations

4. Community views

No community views were sought at this stage of the assessment. The council is not required under any legislation to consult with the community when undertaking service delivery reviews. Should any major changes be recommended as the result of a future review, then community views would be sought at that time in accordance with council's Significance and Engagement Policy.

5. Māori impact statement

There are no known issues with the current service delivery models of the services reviewed in 2017 and consequently Māori have not been engaged in these reviews. Should any major changes be recommended as the result of a future review, then appropriate engagement with Māori would occur at that time.

6. Financial implications

There are no additional financial implications should council favour option 1. Undertaking the additional more detailed reviews of options 2 would incur unbudgeted expenditure of approximately \$20,000 per review.

7. Implementation issues

Due to the recommendation to maintain the status quo on delivery of the council services reviewed in 2017, there are no implementation issues to be considered when making this decision.

Attachments

1. 2017 Service Delivery Reviews

Authorised by Group Manager:

Name: Jonathan Gibbard
Title: Group Manager – Governance and Engagement.
Date: 28 November 2017

TITLE: CouncilMark Local Government Excellence Programme
ID: A1007625
To: Council Meeting, 12 December 2017
From: Dave Tams, Group Manager – Corporate Excellence
Date: 28 November 2017

Executive summary

The purpose of this report is to provide council with an overview of the CouncilMark Local Government Excellence Programme and to request council's endorsement for joining the programme.

Recommendations

1. That the report 'CouncilMark Local Government Excellence Programme' by Dave Tams, Group Manager – Corporate Excellence, dated 28 November 2017, be received.
 2. That council supports our application to join the CouncilMark programme in the 2018/19 intake.
-

Background

During 2016 Local Government New Zealand (LGNZ) launched the Local Government Excellence Programme. Subsequently branded 'CouncilMark' the programme is a business excellence model that uses in-depth recent research of the public's perceptions of the quality of service offered by local authorities in New Zealand as the basis in developing a purpose-built business excellence model. The programme aims to provide a 'system' of performance assessment and continuous improvement that will assist councils to deliver top service and demonstrate value to their communities.

The four priority areas for the programme are:

- Excellence in governance, leadership and strategy;
- Excellence in transparency in decision making (including financial decision-making);
- High standards of service delivery and asset management; and
- Stronger engagement with the public and businesses.

Twenty-one 'foundation member councils' were announced in July 2016, with the first results released in recent months. A second intake of councils is currently being sought and it is proposed that Northland Regional Council take up this opportunity. The estimated cost of participation is around \$20,000 – not including staff time, which is proposed to be included in the upcoming Long Term Plan. A summary of CouncilMark is included as **Attachment 1**.

The key aspects of CouncilMark are:

- 1) A comprehensive, robust and independent performance system.
 - A performance assessment system, which assess councils against the four priority areas of the programme as identified by the 2015 NZ Local Government Survey.
 - Overseen by an independent assessment board and supported by a small team of independent assessors.
- 2) Independent assessment and public rating of a council's performance.
 - Council's undergo an assessment by a team of independent assessors, resulting in a formal assessment rating and commentary that is published.
- 3) Assist with communication and engagement with the community.
 - The programme will provide support to councils on the overall communications framework, and internal and external communications of this programme and the resulting assessments.
- 4) Support to lift performance
 - The programme will share best practice and learnings to assist councils to lift their performance.

Participation in CouncilMark was first recommended to council earlier this year through the development of the council's Performance Roadmap or Corporate Plan as part of a council wide pursuit of excellence and continuous improvement. Our aim is to use all tools available to us to become a nimble and adaptable organisation with a strong performance culture. The CouncilMark performance assessment framework is one such tool to seek improved performance.

Registrations of interest for the next CouncilMark intake are currently being sought. Formal council support and commitment to the process is a pre-requisite for our involvement in the programme. If the decision is made to join CouncilMark then we can expect to be formally assessed early in 2019.

The matters are now set down for discussion.

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1	Council joins the next intake of CouncilMark as recommended in this paper	Independent performance assessment using a framework adopted by councils across the country.	Additional resources to be included in the LTP.
2	Council declines to join the next intake of CouncilMark	No additional resources required.	A missed opportunity to use all the performance enhancing tools available to us.

The staff's recommended option is 1, to join the next intake of CouncilMark to be assessed in early 2019.

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

Participation in CouncilMark is not a requirement of any legislation, neither does it impact on the council's ability to deliver on any other aspect of policy.

This report relates to a council administrative matter and therefore does not have a direct impact on Māori. Any potential impacts of future related decisions will be addressed in the relevant reports.

4. Financial implications

Should council decide to support us joining the CouncilMark programme appropriate resources will be included in the draft LTP. Resources required include around \$20,000 assessment fees plus staff time to develop the required systems and processes.

5. Implementation issues:

Joining CouncilMark will require a sustained effort from staff across the organisation. This effort complements the council's existing and ongoing investment in continuous improvement and lifting performance across the organisation.

Attachments:

1. Overview of CouncilMark programme

Authorised by Group Manager:

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

Local Government Excellence Programme.

We are. LGNZ.



A measure for better community value.

The Local Government Excellence Programme has been established to help councils demonstrate and lift the value and services they provide to their local communities.

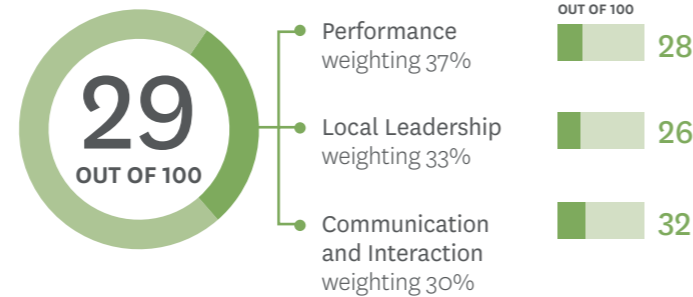
The Programme is driven by councils, with the aim of providing residents, businesses and communities with clear and independent information on how councils are performing.

21 councils have signed up as Foundation Members for the first year of the Programme, which commenced on 1 July 2016.

LGNZ envisages all councils will join the Programme over the next two to three years, and will be calling for a second intake of councils from February 2017.



SCENARIO



The Issues

- > Residents, ratepayers, businesses and central government all expect the best services and value from councils, but most of these customers don't believe this happens.
- > Most customers don't fully understand or value what we do for them every day.
- > However well some councils perform, there are strongly negative perceptions of local government performance, which affects us all.

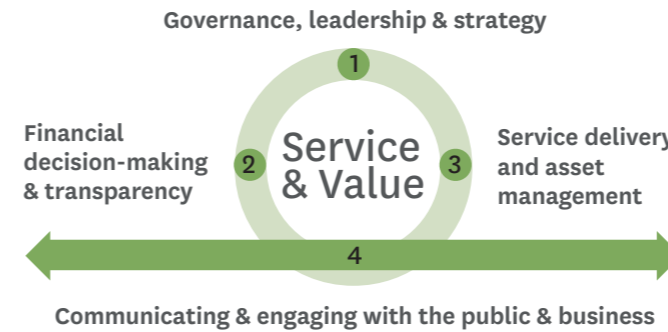
The Solution

- A continuous cycle of performance assessment & improvement** ensures a lift in service and value from councils and the sector.
- LGNZ will provide tools, services and share best practice** to help councils lift performance.
- Igniting a responsive culture** improves engagement & accountability for results, taking our customers and communities with us.
- A new era of transparency** will lift performance and reputation.

PERFORMANCE ASSESSMENT SYSTEM

A robust assessment system has been developed covering the four priority areas that were identified from the 2015 New Zealand Local Government Survey.

The system will give communities a clear and independent picture of how well their council is performing in serving the community, and provides councils information on where they can improve.



An Independent Assessment Board will oversee the Programme. The Board members are Toby Stevenson (Chair), Debbie Birch and Albert Brantley.

Participating councils will be assessed by independent experts every three years, given an overall rating on a nine point scale from AAA to C, and the results publicised.

Councils will discuss results with their community and use the assessments to plan improvements.

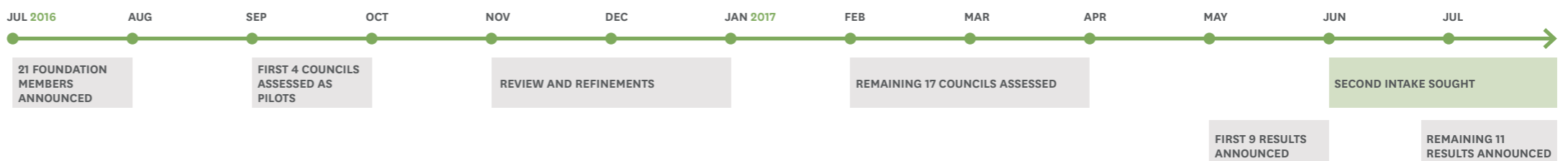
ACHIEVING CONTINUOUS IMPROVEMENT

The Foundation Members

- | | | |
|-------------------------------------|-----------------------------------|--------------------------------|
| Far North District Council | Napier City Council | South Waikato District Council |
| Gisborne District Council | Nelson City Council | Taupo District Council |
| Greater Wellington Regional Council | Porirua City Council | Upper Hutt City Council |
| Hastings District Council | Queenstown Lakes District Council | Waikato Regional Council |
| Horowhenua District Council | Rangitikei District Council | Waimakariri District Council |
| Masterton District Council | Ruapehu District Council | Wairoa District Council |
| Matamata-Piako District Council | South Taranaki District Council | Whakatane District Council |

- LIFTING PERFORMANCE** means fostering a culture of assessment, actions and accountability to deliver results.
- BEST PRACTICE** will also be shared so our people can be responsive to customer and community needs, and learn from each other.
- EACH FOUNDATION COUNCIL** will develop an action plan based on their individual assessment report, and engage with their community on the issues that matter locally.

TIMELINE



TITLE: Criteria Resource Management Act 1991 Māori Provisions:
Mana Whakahono a Rohe | Iwi Participation Arrangements

ID: A1008348

To: Council Meeting, 12 December 2017

From: Rachel Ropiha, Kaiarahi Kaupapa Māori – Specialist Advisor, Māori

Date: 30 November 2017

Executive summary

This document acts as a 'placeholder' for the report 'Criteria Resource Management Act 1991 Māori Provisions: Mana Whakahono a Rohe | Iwi Participation Arrangements' which was not able to be collated in sufficient time for inclusion in the council agenda. The report will be a supplementary agenda item and provided to councillors under a separate cover.

Authorised by Group Manager:

Name: Jonathan Gibbard

Title: Group Manager – Governance and Engagement

Date: 30 November 2017

TITLE: Council Catchment Working Groups Update**ID:** A1008665**To:** Council Meeting, 12 December 2017**From:** Duncan Kervell, Land Manager**Date:** 30 November 2017**Executive summary**

The purpose of this report is to update the council on the Catchment working groups. This report will provide a brief proceedings table on recent activities. There has been a recognised need for a change in terms of reference (TOR) of the groups. This report will describe the changes, their intent and draft copy of TOR.

Recommendations

1. That the report 'Council Catchment Working Groups Update' by Duncan Kervell, Land Manager, and dated 30 November 2017, be received.
2. That the council adopts the revised terms of reference template as the basis for the catchment working groups terms of reference.

Background

The purpose of this report is to update the council on the Catchment working groups and to recommend that the council adopts the revised terms of reference template.

Council Working Group Proceedings Table

Catchment Group	Date	Proceedings and discussion	Action /outcome
Waitangi Catchment	21/09/2017	<ul style="list-style-type: none"> • Presentation from DNZ, regarding productive riparian zones: Sustainable Farming Fund (SFF). Working group asked to support and host research in catchment. • Next meeting (7 Dec) at TiTi Marae (by invite) and first combined meeting of River Liaison Committee and Waitangi Catchment Working Group. 	<ul style="list-style-type: none"> • Group highly supportive and awaiting the SFF decision. • Revised terms of reference required and invite to River Liaison Committee members.
Whangārei Harbour Catchment Group	17/10/2017	<ul style="list-style-type: none"> • Submissions to plans and consents; • Future of the group; and • Current terms of reference. 	Following discussion, the Working Party provided advice on the following next steps:

			<ul style="list-style-type: none"> To submit to NRC and WDC LTPs based on the group's prioritised non-regulatory actions; To submit to NRC regional plan supporting the catchment plan rules; and Discuss future focus and actions of the group.
Urban Whangārei Rivers Working Group	13/10/2017	<p>Topics for discussion included:</p> <ul style="list-style-type: none"> Budget overview and update; Maintenance works 2016/2017 update; and Proposed works. 	<p>The Working Party provided advice on the following next steps:</p> <ul style="list-style-type: none"> To support a recommendation to the council for a 50-year level of service for the CBD area for stream and river flooding.
Poutō Lakes Catchment Group	16/10/2017	<ul style="list-style-type: none"> An Outstanding Dune Lakes Management Plans and Dune Lakes Freshwater Improvement Fund project update. The \$10K Poutō Catchment Group project for FY 2017/18. The implementation phase of the Poutō Catchment Group Management Plan and the future intent of the group to be involved. 	<ul style="list-style-type: none"> That the \$10K project could best be targeted at pest fish removal from Lakes Parawanui and Kapoai to improve water quality; That the Poutō Catchment Group should continue to meet; and To consider an invitation from Te Kopuru School, where the group meets, to speak to their students.
Doubtless Bay Catchment Group	04/10/2017	<p>Topics for discussion included:</p> <ul style="list-style-type: none"> Mangonui causeway; Mangonui Haulage effluent treatment trial; Erosion control and soil health links; and Group future focus. 	<p>Working Group provided advice on the following next steps:</p> <ul style="list-style-type: none"> Gain information from NZTA re the Mangonui causeway; Get update on Taipa waste water treatment plant; and Provide letter of support re effluent treatment trial.

Terms of Reference for Council Catchment Working Groups

In support of the catchment working groups that are progressing from policy forming sub-committees to implementation working groups, there is a need to review the terms of reference (TOR) for the group. Each group will have TOR that reflect the character of the catchment and provide clarity for the new focus of the groups.

A review of the TOR will allow for flexibility of new membership to re-energise the groups whilst remaining committed to the agreed objectives of the catchment plans. An example TOR template has been attached in **Appendix A**.

Key changes to the TOR include:

- Flexibility of membership;
- Removal of quorum;
- Retaining the principles of consensus on decision making;
- Change of core functions of group; and
- Input of requirement for catchment groups not to submit on NRC regulatory functions.

Considerations

1. Options

No.	Option	Advantages	Disadvantages
1	Council adopts the revised Terms of Reference for Waiora Northland Water Catchment Groups, as recommended by the Natural Resources Working Party.	The catchment groups can move forward as working groups with clarity and purpose to achieve goals in the catchment plans.	No obvious disadvantage.
2	Council does not adopt the revised Terms of Reference for Waiora Northland Water Catchment Groups.	No obvious advantages.	Further time and resources will be used creating a further revised version. Potential for loss of good faith with catchment groups re perception of lack of focus or process.

The staff's recommended option is **Option 1**.

2. Significance and engagement

In relation to section 79 of the Local Government Act 2002, this decision is considered to be of low significance because it is part of council's day-to-day activities.

3. Policy and legislative compliance

The activities detailed in this report are in accordance with council's 2015–2025 Long Term Plan which was approved in accordance with council's decision-making requirements of sections 76-82 of the Local Government Act 2002.

4. Māori impact statement

All catchment groups have iwi and/or hapu representation.

5. Financial implications

Financial implications are slight as it is part of the current planned Waiora Northland work programme.

6. Implementation issues

Implementation is the aim of the catchment workplan and adoption of the terms of reference will be key to formalise this.

Attachment

- Appendix A – Revised Terms of Reference for Waiora Northland Water Catchment Groups

Authorised by Group Manager

Name: Bruce Howse

Title: Group Manager – Environmental Services

Date: 1 December 2017

Establishment and Reporting:

The Group is established as:

1. A working group of the Northland Regional Council under the Local Government Act 2002
2. An advisory group to *[Whangarei District Council]*

The Group shall report to the *[Whangarei District Council District Living Committee]* and the Northland Regional Council.

Membership:*Composition*

Membership of the Group will be flexible, to bring new energy and abilities to the existing group. New members should be recommended or approved by existing group members and should be drawn from a cross-section of the wider catchment community.

Councillors representing both the regional and district councils are expected to remain involved in the group.

Chairperson:

The existing group chairperson may remain in the role; however if the position becomes vacant, the new chair should be elected by the wider group.

The role of the Chairperson/Facilitator is to:

- Ensure a fair and equitable group process, where members can work together in good faith, with respect and with an open mind
- Ensure that the Catchment Group operates in accordance with its principles

Meetings - Frequency:

Frequency will be as required but not less than once per year.

Collaborative decision-making:

A credible commitment to a collaborative process is required of the Group. Decisions must be made by consensus (or near consensus) not majority rule.

Operating principles:

The group will:

- Focus its activities on the implementation of the catchment plan.
- Make submissions, as appropriate via the Chairperson, to either council's regional, district or long term plans as they are relevant to the catchment plan.
- Not make submissions on any resource consents; this can be done as individuals if appropriate.
- Not make comment to the media about council policy or functions.

All members will:

- Commit to collaborative discussions and decision making.
- Follow Chatham House Rules: Members are free to discuss matter with other parties (except the media), but are not to attribute people to the opinions or options being discussed.
- Not make any public statements on, or relating to, the workings of the Group without agreement from the Chairperson. (This also applies to technical advisors, staff and others who attend the meetings in support of the Group).
- Support decisions and recommendations reached by consensus by the group in subsequent public discussion, including appearing at any subsequent hearing if requested. Members will however be permitted to submit individually on decisions of either council on matters that the Catchment Group was unable to reach consensus on.

Key tasks:

1. To support both councils to undertake non-regulatory works / core business prioritised by the group as part of the catchment plan process.
2. Actively seek ways to encourage or support other prioritized works that are outside of council responsibilities.
3. To work with or support other agencies / organisations undertaking water quality projects in the harbour catchment, where appropriate.

**Administration
and support:**

Administrative

The council will provide appropriate administrative support.

TITLE: Chairman's Report to Council

ID: A1005664

To: Council Meeting, 12 December 2017

From: Bill Shepherd, Chairman

Date: 1 December 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 November 2017.

Recommendation

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

Strategic issues

Northport

Growing Northport's role was a hot topic during the recent election. The new Labour led government has now announced that there will be an extensive and comprehensive study of transport flows and future requirements carried out before any major decisions are made. Given the amount of capital involved in transport infrastructure NRC strongly supports making those large capital investment decisions based on a comprehensive business case.

For a whole host of reasons, including economic and environmental ones, the future of container shipping will be the large 9000+ TEU container ships. One of these ships can carry a whole week of New Zealand's entire export product in one load. The required brief unloading and reloading times with a minimum number of stops in any one country means that large amounts of cargo need to be brought to a single loading point.

For Northport to play a larger part in the New Zealand shipping story in the future, it will need to expand its current facilities. Northport's decision to go out to the community now to get support for its expansion plans is very timely. Can I encourage everyone with an interest in Northland's future development to get involved and have a say in this important discussion.

Economic development

The new government's commitment to economic development in the regions is particularly welcome. Northland is very well placed to benefit from this commitment, not only because we have three ministers in the new cabinet from Northland, but because Northland has an already well-developed economic development action plan (Taitokerau Northland Economic Action Plan) that is owned by the region and not by central government.

The projects on that Action Plan have widespread community, industry and local government support. Central government funding assistance for many of these projects will be very welcome.

Meetings/events attended

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

- Meetings attended with the council's CEO, Malcolm Nicolson:
 - Marsden Maritime Holdings Annual Shareholders' Meeting along with Deputy Chairman, David Sinclair.
 - UNISA Mayors/Chair meeting in Auckland.
 - LGNZ Roadshow presented to all councillors, and Executive Leadership Team by LGNZ Vice President, Stuart Crosby; and CEO, Malcolm Alexander.
 - Regional Sector meeting with Hon. Shane Jones.
 - NZ River Awards.
 - Regional Sector Group meeting.
 - Northland Inc. AGM along with Deputy Chairman, David Sinclair; Councillor Rick Stolwerk; and Group Manager – Governance and Engagement, Jonathan Gibbard.
 - Northland| Forward Together Strategic Planning Workshop.
 - Sir John Goulter, Chairman, Northport and Marsden Maritime Holdings Ltd; along with Deputy Chairman, David Sinclair; Councillor John Bain; and Strategic Projects Manager, Phil Heatley – Terms of Reference for the government's Ports Study.
 - Regional Software Holdings Ltd AGM by videoconference.
 - REL Directors along with Economist, Darryl Jones.
- Regular Mayoral teleconference calls.
- Mike Austin, Whangārei Manager, Driving Miss Daisy – Total Mobility Scheme.
- Backyard Kiwi book launch.
- Meeting of governance members from across Tai Tokerau Northland to discuss respective strategic economic intentions and how that can support Tai Tokerau Northland.
- Karleen Everitt, Chair, Northland Inc. – catch up meeting.

Correspondence

During November 2017 I sent out the following correspondence:

Date	Addressed to	Subject
22.11.17	Alec Cox	Positive feedback on Mid North Transport Rate Refund

TITLE: Chief Executive's Report to Council
ID: A1004445
To: Council Meeting, 12 December 2017
From: Malcolm Nicolson, Chief Executive Officer
Date: 1 December 2017

Executive summary

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

Recommendation

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

8.2.1 HIGHLIGHTS

All 7 UNISA councils have supported and will sponsor an Inter-Regional Marine Pathway Management Plan, developed under the Biosecurity Act to improve marine biosecurity on the coast of the upper north island (UNI).

The most significant risk for domestic spread of marine pests is biofouling on vessel hulls and the movement of used aquaculture equipment. 'Pathway plans' differ from 'pest management plans' in that they regulate the way pests are moved around rather than the pests themselves. Vessel movement between regions, particularly those originating from Waitematā harbour, pose a significant risk to the UNI and New Zealand.

Having consistent rules which apply to all domestic craft moving between regions will improve compliance and reduce the risk of marine pest spread. The approach to UNISA was suggested by Northland Regional Council and spearheaded by UNI regional councils.

8.2.2 CEO'S OFFICE

SHARED SERVICES

Council has prepared and sent a briefing to key incoming Ministers, on behalf of the four Northland councils, as part of Northland Forward Together's presentation and advocacy to the newly formed government.

Northland councils are currently exploring where a 'centres of excellence' approach may be of benefit to the way council's support each other, improve services and minimise costs to ratepayers.

COUNCIL PROPERTY UPDATE

Commercial

Council purchase of a Hihiaua Precinct property in Whangārei is under contract.

The agreement for council to purchase a Dargaville commercial property has gone unconditional.

The building of the storage facility in Union East Street is underway and is due to be complete in February 2018.

Industrial

The council sale of a further industrial area properties settled in December.

8.2.3 CORPORATE EXCELLENCE

FINANCE

Fraud declaration

I am not aware of any fraud nor am I investigating any incidence or suspected incidence of fraud at this time.

INFORMATION SERVICES AND TECHNOLOGY

Cyber Security Education

The online cyber security training has been well received by staff, with the baseline campaign recording a 'click through rate' of 18.79%. The click through rate is measured where staff were deceived and clicked on a phoney link. Two further phishing campaigns have now been completed and show the average click through rate for October and November has reduced to 5.5%, down from 8.6% in September.

Computer Infrastructure Upgrade

Our Information Systems Strategy sets out an approach to adopt an 'as a Service' model where appropriate. To date council has adopted a traditional approach of purchasing and operating computer server infrastructure on premise. With our server infrastructure being end of life, it has provided the opportunity to transition into an 'Infrastructure as a Service' solution that aligns with our strategy. The Infrastructure as a Service solution is being provided by a local company, NorthCloud Limited.

The migration of the council servers started in mid-October with 99% of servers now moved. The remaining server will be moved during the first week of December. Testing of the network failover to the Disaster Recovery location will be conducted on 8 December 2017 before decommissioning of the server hardware the following week.

REGULATORY SERVICES

PLANNING AND POLICY

New Regional Plan

The Proposed Regional Plan was notified for submissions on 6 September 2017. Submissions closed 4pm 15 November 2017. Approximately 330 submissions were received. The next step is to notify a summary of submissions. This will begin the further submissions period and is likely to occur in March next year.

Regional Policy Statement – Genetically modified organisms (GMOs)

Federated Farmers formally withdrew all their appeals relating to GMOs on 9 November 2017. The only outstanding appeal is from Whangarei District Council – Federated Farmers is a party to this appeal. The Court has agreed to a process which involves each of the parties providing legal submissions and for the judge to make a decision 'on the papers' (without a hearing). All the relevant paperwork is to be with the Court by 16 February 2018.

Once the RPS appeals are resolved the Court will then proceed with the appeals on the Whangarei and Far North district councils' GMO plan changes to their respective district plans.

Land use and subdivision applications

During November 2017, 16 non-notified resource consent applications were received from the district councils. At the time of writing, no comments had been raised.

CONSENTS

Consents in Process

During November 2017, a total of 94 decisions were issued. These decisions comprised:

15	Moorings
28	Coastal Permits
1	Air Discharge Permits
8	Land Discharge Permits
0	Water Discharge Permits
29	Land Use Consents
6	Water Permits
7	Bore Consents

The processing timeframes for the November 2017 consents ranged from:

- § 1122 to 2 calendar days, with the median time being 33 days;
- § 687 to 2 working days, with the median time being 20 days.

45 Applications were received in November 2017.

Of the 120 applications in progress at the end of November 2017:

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

Appointment of Hearing Commissioners

Miria Pomare was appointed as the independent Māori values commissioner on the hearings panel for the Proposed Regional Plan.

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

The current level of notified application processing activities at the end of November 2017 is (by number):

§ Applications Publicly/Limited Notified During Previous Month	0
§ Progress on Applications Previously Notified	4
§ Hearings and Decisions	2
§ Appeals/Objections	1

COMPLIANCE AND STATE OF THE ENVIRONMENT MONITORING

The results of compliance monitoring for the period 1– 26 November 2017 (and year-to-date figures) are summarised in the following table and discussed below.

Classification	Total	Full compliance	Non-compliance	Significant non-compliance	Not exercised during period
Air Discharges	11	10	1	0	0
Coastal permit	68	51	11	2	4
Discharge permit	96	80	11	5	0
FDE - Discharge permit	29	23	3	3	0
FDE - Permitted activity	3	3	0	0	0
Land use consent	23	19	4	0	0
Water permit	137	89	18	0	30
Total	367	275	48	10	34
Percentage		74.93%	13.08%	2.72%	9.26%
YTD	2412	1677	426	177	132

Air discharges

A total of 43 air quality related environmental incidents were received, 28 of which related to burning and smoke nuisance and nine to spraydrift.

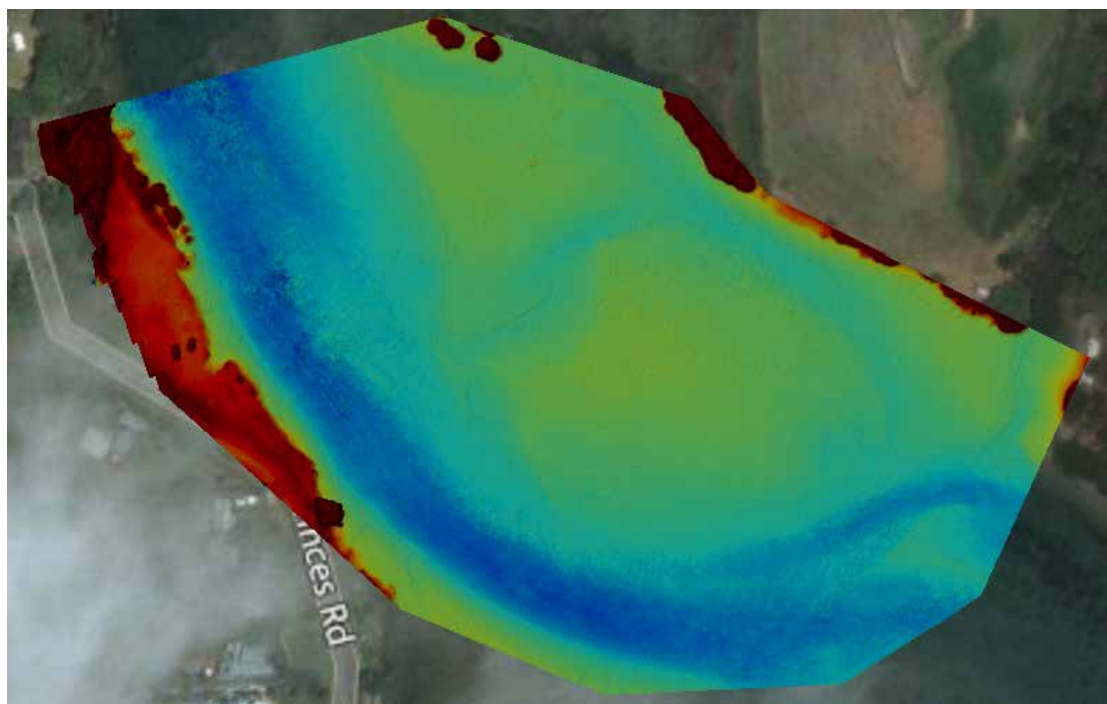
Continuous ambient PM₁₀ monitoring results for October 2017 for the Whangārei, Marsden Point and Dargaville airsheds showed that compliance was met with the National Environmental Standards. PM_{2.5} monitoring results for Whangārei were within the Ambient Air Quality Guideline value.

Coastal

The majority of consents monitored during the reporting period related to coastal discharges (treated municipal sewage and industrial discharges), coastal structures and dredging activities.

Routine water quality sampling of the Whangārei, Bay of Islands and Kaipara harbours and southern estuaries (Mangawhai, Waipū and Ruakākā) was carried out.

Staff undertook a survey of the Ruakākā estuary using RTK-GPS and the council's automated (drone) mapping software. A similar RTK-GPS survey was carried out in 2009. The addition of the drone operation provides survey grade accuracy over a large area in little time, with the further benefit of collecting high resolution imagery. This data will provide information on how sedimentation is affecting estuarine health at council's long-term monitoring sites. Other similar surveys undertaken at most of the council's other estuary monitoring sites in 2009 will be repeated in the coming months.



Elevation survey area of Ruakākā estuary using council's drone and automated mapping software. Blue indicates lower elevations (i.e. deep water) with higher elevations indicated in red.

Hazardous Substances

- 308.1 kg of hazardous wastes was disposed of.
- Two incidents involving the discharge of hazardous substances and 26 enquiries regarding contaminated land were received and responded to.

Discharge and Land Use monitoring

Routine compliance monitoring of discharge and land use consents continued during the period. Council staff attended the following during the reporting period:

- Hikurangi Swamp Working Group meeting hosted by the Whangarei District Council. Regional council staff gave a presentation on water quality in the Hikurangi swamp.
- Quarterly meeting held with the Far North District Council to discuss compliance issues in relation to its wastewater treatment plants.

Farm Dairy Effluent (FDE) Monitoring

The FDE contractor commenced routine annual inspections on 14 August. A total of 898 farms will be visited by the contractor or council staff before Christmas. To date about 71% of these have been visited and reported on. The results for consented and permitted activity farms are tabled below and compared with those for the same period last year.

Consented FDE discharges

A total of 467 consented farms have been visited and reported on. This is about 69% of the total consented farms to be visited. Unfortunately, there has been a marked increase in the rate of significant non-compliance compared with this time last year. It is noted that council will workshop FDE compliance in the New Year.

Full Compliance		Non-Compliance		Significant Non-Compliance	
This Year	Last Year	This Year	Last Year	This Year	Last Year
258	280	105	153	104	84
55%	54%	23%	30%	22%	16%

Non-consented FDE discharges

A total of 171 non-consented farms have been visited and reported on. This is about 76% of the total non-consented farms to be visited. The compliance results are looking much the same as last year.

Full Compliance		Non-Compliance		Significant Non-Compliance	
This Year	Last Year	This Year	Last Year	This Year	Last Year
115	135	13	19	43	53
67%	65%	8%	9%	25%	26%

Environmental Incidents

There were no incidents recorded during the reporting period which resulted in a significant environmental impact.

Enforcement

Abatement Notices

There were 61 abatement notices issued during the period. These were for:

Farm dairy effluent discharge	37
Burning & smoke nuisance	15
Dead stock	6
Discharge of silage leachate	2
Discharge of milk	1

Infringement Notices

There were 28 infringement notices issued during the period. These were for:

Farm dairy effluent discharge	18
Non-compliance with an abatement notice	5
Discharge of silage leachate	2

Dead stock	2
Discharge of milk	1

Formal Warning Letters

There were two formal warnings issued during the period. These were for discharges from trade and industrial premises.

Other Enforcement

Spray damage to significant indigenous wetland

Charges have been laid against a landowner and the contracting company for spray damage to a significant indigenous wetland adjacent to Basin Road, Baylys Beach. The Court is attempting to arrange a judicial conference on the matter in December 2017.

Abatement notice appeals

Two abatement notices have been appealed to the Environment Court. These were for:

- Discharge of demolition waste to land and the discharge to air from the burning of the waste in Kaikohe. A mediation date has not yet been set.
- Discharge of odour and dust from trade and industrial premises in Whangārei. A mediation date has not yet been set.

8.2.4 ENVIRONMENTAL SERVICES

LAND MANAGEMENT

Farm Water Quality Improvement Plans (FWQIP) 1 July 2017 to 30 September 2017

Year to date 71 FWQIP's have been commenced. 101 have been completed, with a further 123 in progress.

The Land Team in preparation for the Long Term Plan are proposing changing the generic name of the Farm Water Quality Improvement Plans (FWQIP's) to Farm Environment Plans (FEP's). This title will include the increasing subset of different types of plans including Water quality improvement plans, Soil conservation plans, Kaipara hill country erosion plans, Biodiversity plans and proposed Freshwater Improvement Fund Farm Plans (yet to be designed).

Staff feel the simpler FEP title aligns well with what is happening currently across industry and other regional councils. The terminology is unlikely to cause confusion and allows staff the flexibility to cover the variety of different plans the Land management service offers.

Hātea project

Year to date eight NRC environment fund projects have been approved, totalling \$11,700. Those projects have also had \$2,950 of MFE funding approved for plants or troughs. A further six projects are awaiting approval in December, totalling approximately \$9,000 (\$2,250 of that from MFE funding).

Extension 350 Project

The NRC land management team is involved in this collaborative MPI, DairyNZ, Beef & Lamb and Northland Inc project, both at a governance level and on-farm capacity. The land

management team has been developing farm environment plan (FEP) workflows for this project, that allow staff to align NRC's plans with Fonterra's FEPs and Beef & Lamb environmental extension.

To date two FEPs have been completed in collaboration with Fonterra's Sustainability Dairying Advisors and staff aim to complete the 15 cluster farm FEPs over the next few months.

This collaborative FEP work is proving to be an exciting threshold in working more closely with industry on environmental advice on farm; that is paving the way for other similar work elsewhere in the country.

Kaipara Hill Country Erosion Project

A further nine properties with areas of high erosion risk have had farm plans initiated or completed since 22 August 2017 (new milestone period), covering a total land area of 2,464 ha within the Kaipara catchment. This brings the total number of properties covered by farm plans since the beginning of the Kaipara hill country erosion project to 71.

A further \$53,290.90 of the Environment Fund has also been allocated toward projects within the Kaipara catchment, bringing the total to \$297,385.60 for the 2017/18 financial year.

As part of the Kaipara Hill Country Erosion Project, funding is allocated for poplar/willow trials and research. Hill country staff have created an educational video documenting their research on the evolution, management and possible end uses for soil conservation poplars to encourage the use of poplar trees for erosion control/prevention. The video can be found on the recently added "hill country erosion" section of our website or at the following link: <https://www.nrc.govt.nz/Environment/Land/hill-country-erosion/kaipara-hill-country-erosion-project/>

The next stage of research is looking at the management of mature willow trees, which are also present throughout the Kaipara catchment. Historically, willow has been planted in place of poplar in various hill country environments and now these willows are posing concerns for landowners. Staff are working with a landowner whose property has recently become a Beef & Lamb Focus Farm. A farm field day is being held at the property on 30 November.

Freshwater Improvement Fund (FIF) update

The Northern Wairoa River project has now undertaken three facilitated meetings to determine contributions and relationships between the seven project partners, as well as to agree the nature and scope of the project. An MOU/MEA has been finalised and agreed to by partners and NRC is finalising the five year and annual work plans to be submitted to MfE in December to allow the deed of funding to be submitted. Recruitment will begin early in the new year.

Nursery update

A new system of precision drip irrigation is currently getting installed at the nursery. This irrigation water will be delivered directly to the 25,000 individual new poplar peps.

BIODIVERSITY

Wetlands

Three Wetland Biodiversity Plans have been completed, from six that were in progress last month, including one for a top wetland in the Far North.

Lakes

Preparations are underway for a series of hui with mana whenua iwi/hapu to consult on the Freshwater Improvement Fund (FIF) Dune Lakes Project. The objective is to develop a kawa for how NRC and iwi/hapu work together over the five years of the project. This will involve development of a Cultural Health Index for the lakes.

BIOSECURITY

Biosecurity Threats/Incursions

Staff are not aware of any new incursions in the Northland region.

Myrtle Rust -update

In late November Myrtle rust was detected in Waimauku in the Auckland region on several hundred young *Lophomyrtus sp* (ramarama) and a Restricted Place notice has been placed on the property to prevent disease spread. Visibly infected plants will be safely destroyed as quickly as possible. There are now 134 confirmed sites in Auckland, Te Puke, Te Kuiti, New Plymouth and Kerikeri (Bay of Plenty 37 /Northland 4 /Taranaki 82 /Waikato 10 /Auckland 1).

During November, reinfections have occurred at eight previously positive Myrtle rust sites - six in Taranaki, one in Otorohanga and one in Te Puke. Also during the past month, 14 new sites have been identified as a result of other surveys carried out during October with six more positive sites declared in Taranaki, four in Waikato, and four in Bay of Plenty.

Further spread of the disease is expected with increasing summer temperatures leading to symptoms appearing in in previously asymptomatic trees or new infections occurring from sporulating infected plants.

Thus far, no new sites or reinfection has been detected in Northland and to date no infection has been found on feijoa anywhere.

There are no restrictions on plant movements or planting in other areas of New Zealand.

- [Myrtle Rust web page on the MPI website](#)

Marine Pests

Council has completed hull surveillance in the Whangārei Harbour, including Parua Bay, Marsden Cove, and the inner Bay of Islands. A total of 432 vessels have been surveyed throughout the region to date. There has been 87 Mediterranean fanworm (*Sabella spallanzani*) incursions. Of the *Sabella* incursions 96 per cent have been in the Whangārei Harbour, with Parua Bay and Marsden Cove contributing 32 percent and 21 percent of incursions respectively. There has only been three fanworm incidents in the Bay of Islands this season. The inspected seabed in this location remains free of fanworm.

There has also been a low incident rate of the Japanese kelp (*Undaria pinnatifida*) with a total of two incursions. Traceback studies indicate that these vessels had spent time in the Houhora Harbour, an established location for *Undaria*.

Vessel level of fouling scores indicate that a number of vessels are keeping up to date with hull maintenance with 52% of hulls surveyed scoring below a 2 (light fouling, one taxon present, 1-5% visible fouling cover). However, there are still a number of vessels where hull maintenance is lacking, with 25% of vessels having very heavy fouling and greater than 41 percent macrofouling cover.

The surveillance team will now be moving on to northern locations including the Bay of Islands, Kerikeri, and Whangaroa.

Biosecurity Partnerships

New Community Pest Control Areas -Whananaki and Kerikeri

The 4624ha Whananaki CPCA has been developed with Whananaki Landcare to help protect kiwi and pateke populations. The CPCA establishes a cohesive connection between the biodiversity strongholds of Mimiwhangata and the Tutukaka / Sandy Bay CPCA, completing a continuous stretch of controlled area from Whangārei Heads through to Mimiwhangata which would now exceed more than 30,000ha of community led pest control.

The Kerikeri Peninsula CPCA (1200ha) which lies in the Opito Bay area is now in full progress with 100 percent input from the landowners involved. Trail cameras supplied through the CPCA agreement have provided excellent footage of kiwis in the back yard of several landowners which has reinvigorated locals to become more active within the CPCA. This project is aiming to protect kiwi and other species that have been reintroduced to pest free islands in the Bay of Islands that may visit the mainland.

Cape to City - Transforming Biodiversity Conference 2017

Staff attended the "Transforming Biodiversity Conference 2017" held in Napier showcasing the work done by the Cape to City Project and Poutiri Ao ō Tāne projects.

Presentations from a variety of speakers included the CEO of Predator Free 2050 and Zero Invasive Predators (ZIP), several key researchers from Landcare Research and Hawkes Bay Regional Council biosecurity staff. The conference encouraged new ideas and approaches with the Predator Free 2050 goal in mind and new techniques and technology will be required to achieve such an ambitious target and the social licence to use them.

Other presentations discussed cost savings with the use of wireless trap monitoring at varying scales, use of new scent lures, and toxins such as PAPP for cats or a rat specific toxin of which development is nearly completed.

Underpinning much of the conference was the message of the importance of good data collection aided by technology such as the council supported TrapNZ app, ongoing monitoring of pests and species being protected.

Feral Pigs

Staff have continued to receive requests for assistance to manage increasing numbers of feral pigs. Some landowners have been encouraging feral pigs on their properties and allowing them to spread to neighbouring properties causing problems with the destruction of pasture and crops, killing of lambs and associated issues with other hunters trespassing and poaching pigs. It is suspected pigs are also being transported to seed other areas. These issues again highlight the need for the development and funding of a Northland response team which can respond and remove unwanted populations of feral pigs.

Weed Pests

Manchurian wild rice programme

Contractors employed by Northland Regional Council have begun spraying Manchurian wild rice throughout the Dargaville area and are expected to complete operations by mid-January.

Spartina

Two students assisted staff with scouting dormant spartina sites in the Kaipara Harbour at Matakohe, Pahi and Ruawai, prior to the council spray program commencing in December. Five historic sites were searched, and regrowth located at three of the sites. One of the historic sites was fully clear of spartina and the site status declared eradicated as no regrowth has been found since 2005.

Gravel Groundsel

Gravel Groundsel continues to become more evident in Northland. It is a serious pasture invader that will cause stock health issues and drastically reduces pastoral productivity. Farmer awareness is increasing with good control being achieved with thorough application of herbicide. Unfortunately, many landowners either don't recognise the plant nor undertake adequate control. This weed is also a serious weed in Australia and research into biocontrol options is underway there which if successful, New Zealand will access.



RIVERS

Awanui

The annual works programme is approximately 10% complete, however, with the drier weather works will be progressing at a faster pace. Stopbank relocation work along Gills Road has begun this week. The team is also engaging early with the landowners that will be affected regarding the upgrade work to give them a better understanding of the upgrade goals.

Options for mitigating the risk of Bell's Hill Slip have been developed by Tonkin and Taylor. These options include realigning the river, and constructing a bench in the left bank of the river, both of which may require purchase of the adjacent property to mitigate flooding that could occur during a major slip failure. These property negotiations will be handled by the NRC property team.

Kāeo - Whangaroa

Staff have been working with FNDC to include budget for a replacement bridge for Matangirau in their Long-Term Plan. Channel works downstream of the existing Wainui Road bridge are also being planned under the current works season minor river works programme.

Kawakawa – Taumārere

Staff have met with NZTA and have proposed a timeline, works and MOU for the Otiria stream widening options, with the goal to reduce flooding of SH-1 Turntable Hill Bridge from a 1:2 year to 1:10 year event. The next working group is scheduled to meet on 8 December.

Whangārei

The team is progressing options for flood reduction at Woods Road. The purpose of works in this area would be to reduce flood overflow into Commerce Street. The works would contribute towards providing a 50yr ARI flood protection for the Whangarei CBD, an objective which has the support of the Whangārei Urban Rivers Working Group.

Minor Rivers Works

Description of Minor River Work Programmed for Current Season	Proposed date of work start	General Status
Awanui - Bells Hill Inclinator Monitoring	Oct-17	Completed
Awanui - Bells Hill Drain Cleaning	May-18	Scheduled
Helena Bay Remove Trees	Feb-18	Scoped
Panguru Bank Works	Jan-18	Scoped
Otiria spillway at Rail Road Bridge	Nov-Dec 17	Scheduled
Moerewa Survey Turntable Bridge for design of floodway works	Sep-17	Completed
Paparoa - Willow Removal at Paparoa Station Road	Dec-17	Completed
Tangowahine – Willow removal and stream cleaning	Dec-17	This work will progress in conjunction with KDC
Matangirau – maximum cross-sectional at approaches upstream and downstream of bridge.	Jan-18	This work will progress in conjunction with FNDC
Otaika – Tree removal upstream of SH-1	Dec-17	Under contract
Waipū - Applecross Rd Tree Removal	Oct-17	Completed

NATURAL HAZARDS**Coastal Hazard Mapping Project**

All coastal hazard maps have been received and are ready for release. Staff are reviewing associated reports and updating website content ready for release of final map versions in December. It is intended to notify the public via a media release.

Staff attended a workshop with District Council planners on 23 November to give a briefing on the final mapping.

Regional LiDAR Project

RPS Consultants NZ Limited's (RPS) aviation partner Redcliffe AERO re-commenced operations the week commencing 6th November, and are now operating under their own licence in New Zealand.

It appears that due to this delay, and relatively poor weather conditions on the Interpine project in Hawkes Bay, the deployment of aircraft to Northland is unlikely to take place until early next year. However, RPS has indicated that survey of the Awanui catchment (predicted to take 2 days) may be undertaken in 2017 if conditions are clear in Northland whilst overcast in Hawkes Bay.

Staff have refined the Awanui capture area to achieve efficiencies to increase likelihood of an early capture. The data delivery target of December 2018 is still achievable if conditions are favourable in the first five months of 2018.

Awanui Flood Model

Staff released NRC Request for Tenders (RFT) 17/07 for the Awanui Flood Model Upgrade on 15th November. A number of engineering companies have expressed interest in the work. The closing date for Tenders is on 20 December 2017.

This flood model upgrade will enable the model to be used for assessment of Kaitaia flood scheme options. Flexibility has been built into the scope, to allow for the new LIDAR survey to be incorporated in the flood model part way through the project.

Waipū and Paparoa Flood Model Builds

E-Waters is progressing flood model build for Waipū and Paparoa rivers and staff have responded to an information request around culvert detail. This project is scheduled to be completed in April 2018.

Kaihū - Awakino Flood Model

Barnett MacMurray consultants have delivered refined flood extents ready for the next update of the Priority Rivers flood hazard maps, which should also include updated flood extents for the Kerikeri and Kaeo catchments.

HYDROLOGY**Hydrology Team & Water resources Work Programme:**

- The gauges along the west coast from Hokianga Harbour south to Pouto Peninsular have recorded rainfall totals well below the expected amounts for October. No significant rain is forecasted for the next seven days and it is expected rainfall totals will also be low for November.
- The Dargaville NIWA climate station currently shows the soil moisture deficit down to 110mm, normally the deficit is around 65mm late November. Taking the low rainfall and soil moisture deficits into account, the west coast will be monitored closely in the coming weeks.
- In early December, a climate update will be published on the Northland Regional Council (NRC) website detailing hydrological conditions recorded over spring and the expected short-term outlook for December 2017.
- On 13 December, Outdoor Education New Zealand will be conducting a one-day water safety course for NRC staff members working around water.
- The flow gauge on the Waitamarama stream is now online via a NEON satellite logger, allowing real time compliance of the consented water take operated by the Far North District Council:
<https://www.nrc.govt.nz/Environment/River-and-rainfall-data/River-and-Rainfall-Data/>
- During November 2017, NEON satellite loggers were installed at:
 - Awanui at School Cut flow gauge
 - Kaeo at Waiare Road
- Two new water level sensors have been installed at Awanui at the Recorder School Cut, giving some redundancy and increasing reliability at this critical site.
- The recorder North at Applecross has been upgraded with IRIS hardware and is now compatible with the new Hydrotel telemetry system. This is the second to last station to be upgraded for the test phase of this new equipment.

8.2.6 STRATEGY AND GOVERNANCE**Economic development****Investment and Growth Reserve**

Project	November Update	Future developments/ reporting
Extension 350	Quarterly reporting for first quarter 1 2017/18 is overdue	
Resources Enterprise Limited (REL)	Meet with directors of REL to discuss future plans	Financial report for the year ended March overdue.
Hundertwasser Art Centre (Whangārei)	Signed funding agreement with Whangārei Arts Museum Trust.	Awaiting provision of project plan and other conditions associated with first payment.
Kawakawa Hundertwasser Park Centre	None	Prepare funding agreement with Kawakawa Hundertwasser Park Centre Trust.
Regional Promotion	None	Report for the six months ended December due in mid-February 2018.
Twin Coast Discovery Revitalisation	None	Report for the six months ended December due in mid-February 2018.
Twin Coast Cycle Trail (TCCT)	None	Awaiting further progress reports and associated invoices to complete funding commitment.

Communications**Publications**

- Keep stock out of tides (updated and reprinted)
- State of the Environment Report 2015 (printed)

ONLINE CHANNELS**Highlights**

- The online Pest Control Hub www.nrc.govt.nz/pestcontrolhub was awarded Runner-Up in the "Excellence in Innovation" category at the annual ALGIM (Association of Local Government Information Management) conference in Rotorua this month.
- **Most popular post on Facebook this month** – A video montage of sustainable Northland businesses who opened their doors as part of this year's Enviroschools Enterprise Expos.

Key Performance Indicators	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17
WEB					
# Visits to the NRC website	17,290	21,282	22,600	21,600	22,930
E-payments made	20	21	20	15	9
# subscription customers (cumulative)	1,153	1,150	1,156	1,158	1,168
SOCIAL MEDIA (cumulative)					
# Twitter followers	1,309	1,318	1,320	1,326	1,335
# NRC Facebook fans	4,782	4,949	5,059	5,145	5,377
# NRC Overall Facebook Reach	170,500	137,300	150,900	119,700	135,800
# CDEM Facebook fans	14,225	14,297	14,433	14,500	14,700
# CDEM Overall Facebook Reach	63,635	80,327	158,200	112,300	141,900
# Instagram followers	29	60	92	108	126

Events

Bay of Islands A and P Show (Saturday 11 November)

This year our display focused on council's core services of biosecurity pest animals, pest plants, land management and boat safety. We also had staff speaking about the proposed rule and policy changes under the Draft Regional Plan. Our display was in a different area this year with less people coming through, around 250 people. Staff from our Kaitiāia, Ōpua and Whangārei office were kept busy answering questions throughout the day. Councillor's Yeoman and Blaikie attended and interacted with staff and the public.

Enviroschools / Education

Kaipara and Far North Enviroschools Enterprise Expos held

On 2 and 6 November, the Kaipara and Whangārei Enviroschools Enterprise Expos were held respectively. In the Kaipara, Cr Smart joined 60 students, teachers and whanau in visiting four local enterprises for hands-on learning focused on career opportunities and sustainable business. The local employers included: Chapel Olive Oil, Te Rata Family Farm (12,000 chickens), the Organic Dairy Hub and Zephyr Oysters. In Whangārei, nearly 100 participants were immersed in: the Karels' goat farm, Maungatapere Berries, Good Eggs and Tamco (tamarillo co-operative).

WaiRestoration professional development day for school communities

On 21 November, this year's Enviroschools WaiRestoration professional development for teachers and community members was held on Aroha Island, near Kerikeri. Over 40 people attended the day focused on the coastal riparian area. Practical workshops included: surveying the seashore, tracking and trapping the night's creatures, exploring bee plants and beekeeping, making native bush teas and saving estuarine birds, plants and fish.

School communities facilitated

During November, 14 school communities were visited by Enviroschools facilitators.

Iwi liaison**Treaty Settlements**

The Kaipara Harbour Working Party met during November. The meeting, hosted by Auckland Council in Warkworth, was a chance to meet with Ngāti Whāuta entities to discuss the continuing working relationship of the Governance group, and to formalise a technical working group.

Prior to the meeting all four councils worked to produce a raft of information to support the legal counsel in their ongoing discussions with Central Government. The governance meeting was followed by a teleconference of the technical working group.

The November meeting of Te Oneroa-a-Tōhē Board was cancelled however, the consultants continue to work on the issues and options report, with interviews taking place with a number of key iwi members and kaitiaki.

CORPORATE PLANNING**Levels of Service Q1: July – September**

Staff measure performance against the levels of service and measures set out in the Long Term Plan 2015-2025, on a quarterly basis. These results are reported in council's annual report each year.

In summary, council is making good progress against all measures and targets in quarter one.

Legislative Compliance Q1: July – September

Council undertakes quarterly legislative compliance reporting to ensure council is complying with relevant legislation (as recommended by Audit NZ). Council's legislative compliance monitoring for Quarter 1 has highlighted that council is compliant with all recorded legislative requirements, with two exceptions:

1. The Local Government Official Information and Meetings Act 1987 requires that requests are responded to as soon as reasonably practicable and no later than 20 days after the request is received. There was one request which was not completed within this timeframe due to the request not being forwarded to staff for action. Once aware, staff provided a same-day response.
2. An abatement notice was issued to Northland Regional Council on 28 August 2017 as the owner of a farm property at Flyger Road, where there was an unauthorised discharge of sediment and animal effluent from sacrifice grazing and stock feeding/standoff.

Governance support**Local government official information (LGOIMA) requests**

Month	LGOIMA requests received 2016/17	LGOIMA requests received 2017/18
July	7	7
August	5	10
September	10	15
October	11	14
November	10	9
December	10	
January	7	
February	11	
March	18	
April	12	
May	8	
June	7	
Total LGOIMA requests received	116	54
Total LGOIMA requests not responded to ≤ 20 working days*	9	4

In November 2017, there were no LGOIMA requests that exceeded 20 working days' response.

8.2.5 CUSTOMER SERVICE – COMMUNITY RESILIENCE**CIVIL DEFENCE EMERGENCY MANAGEMENT****Warnings and activations**

There have been no weather-related warnings or watches for Northland in the past month

Cell Broadcast Alerting (also known as Emergency Mobile Alerts)

The Ministry of Civil Defence & Emergency Management (MCDEM) launched a public test of its Cell Broadcasting alerting platform, with a nationwide test on Sunday evening 26 November 2017.

The EMA Portal and components within the mobile operator's networks worked as expected and the alert was broadcast promptly by all three operators on both 3G and 4G. Analysis of the results and feedback are being collated nationally.

CDEM Group and CEG

The Northland CDEM Group and the Coordinating Executive Group will be holding quarterly meetings on 5 December 2017. Both groups will be considering the key recommendations recently finalised in the s17A Local Government Act report that reviewed the Northland CDEM Group arrangements. For greater detail on the review refer to Item 7.5: 2017 Service Delivery Reviews.

TRANSPORT**REGIONAL LAND TRANSPORT PLANNING****Draft Government Policy Statement.**

Following the outcome of the recent national elections, the Draft Government Policy Statement (GPS) released by the previous government was not finalised. The Draft Northland Regional Land Transport Plan 2015/21 – Three Year Review (RLTP) has been based on the outcomes of this draft GPS.

On Friday 24 November 2017, New Zealand Transport Agency (NZTA) released a statement that the Minister of Transport had stated that he would be releasing a revised draft GPS at the end of the calendar year that would better reflect the new governments immediate transport priorities.

Staff have reviewed the high-level national outcomes being sought and can find no significant issues that would require the existing draft RLTP to be changed. Therefore, a recommendation will be made to the Regional Transport Committee (RTC) on 6 December 2017 that the presently approved review process continue as is.

Northland Regional Land Transport Plan 2015/2021 – Three-Year Review

A Regional Transport Committee (RTC) Draft Northland Regional Land Transport Plan 2015/21 – Three Year Review (RLTP) Project Prioritisation and document Front End Workshop was held on Monday 20 November 2017.

The RTC members approved the Front End of the draft RLTP in principle but requested that some changes be made to provide better clarification on some issues.

The funding application spreadsheets were also approved in principle with a number of changes requested to the New Zealand Transport Agency “State Highway Improvements” section.

The completed draft RLTP is to be presented to the 6 December 2017 RTC meeting for formal approval for release for public consultation on 15 December 2017. The consultation period closes at the end of January 2018.

PASSENGER TRANSPORT ADMINISTRATION**Total Mobility**

Total Mobility (TM) figures are reported one month in arrears, as the information is unavailable at the agenda deadline; therefore, the statistics provided below are for October 2017.

	Total clients	Monthly Actual Expend	Monthly Budget Expend	Variance	Year/Date Actual Expend	Year/Date Budgeted Expend	Variance
October	1146	\$14,151	\$25,000	-\$10,849	\$55,980	\$125,000	-\$69,020

The changes made for the implementation of the phase one and two improvements came into effect – 1 November 2017.

Ridewise went live 1 November 2017:

- There were some challenges with one of the operator’s in regard to vehicle data and driver data, resulting in flagging of all transactions in Ridewise, this has now been resolved;
- Lots of communication with TM clients, once new swipe card was received, explaining the new system;
- Lots of media coverage on the new system, we have seen a spike in new Total Mobility clients coming on board.

Bus Services Update

November 2017 Bus Services Update was unavailable at the time of the report.

Regional Integrated Ticket System

Marketing – Brand (BEE Card) has been selected and the purchase and set up of web page and 0800 number (0800 233 227) are next. Natasha and the Comms team have been helpful and are across the necessary details to progress this in the best manner. On schedule.

Fares/Tariffs & Routes for GTFS – Narelle has been assisting with this and has progressed to the point that we are waiting for RITS fare subgroup to finalise a few technical points- On schedule.

Number of Smart Cards - Originally 1500 were ordered however with the need for all SuperGold users to have a Bee Card, we have increased the initial order to 5000 cards

Devices required – our devices needed to be increased from the original number in the RFT due to an increase in Fleet required to deliver new services from May 2018

Total now required;

Retail Device	Mobil Retail Device	Customer Service workstation	Mobile Checking Device	Bus Driver Console / Fare Paying Device (on Bus)
5	1	2	1	14 / 28

Training – The consortium has yet to confirm training dates and we are looking at numbers needed to be trained and a possible Train the Trainer option. Early to mid-January to confirm dates.

Bus Installation of BDC and wiring – due to our need to have a new ticket system up and running for our new contract the RITS consortium and Ritchies have planned to get our buses wired and ready to go late April 18, we have allowed from 26th April – 1 May (go live date)

Buslink Christmas Cheer

Work is underway on an event for all bus services – Thursday 21st December, (CityLink) ride the bus for \$1. Santa will be heading North to Kaitaia (Far North Link), ride the Town Shoppers bus route for \$1; get your picture taken with Santa. Mid North Link and Hokianga Link, the bus drivers will be giving out small gifts at random throughout the day.

Road Safety Update

Regional Road Toll Statistics – 2017 & 2016 Comparison

<u>Location</u>	<u>YTD 2017</u>	<u>YTD 2016</u>
Far North	20	9
Whangarei	10	9
Kaipara	5	8
Northland	35	26
National	337	292

These include nineteen drivers, five passengers, three motorcyclists, three cyclists and five pedestrians.

Casualty ages involved in death related crashes

0 – 14yrs	2
15 – 19yrs	3
20 – 24yrs	5
25 – 39yrs	5
40 – 59yrs	14
60 + yrs	6

NAVIGATION, SAFETY AND MARITIME OPERATIONS

Eight cruise ships were piloted safely into the Bay of Islands as the cruise ship season starts to kick off. The Deputy Harbourmaster has commenced his pilotage training for the Bay of Islands. He also attended the annual oil company liaison meeting at the Refinery with local stakeholders.

The renewal of all the recreational beacons in Whangārei harbour is now complete. A number of breakdowns of lights and damaged aids to navigation were attended to promptly by staff, including installation of two replacement beacons on the Kaipara Harbour and the repair of sentinel Rock light at Mangawhai.

Staff are investigating improved custom-made performance batteries for the lights, following dissatisfaction with the performance of the factory supplied versions. A trial has commenced and will take several years before being proved.

Three maritime staff and members of the national response team attended the National Oil Spill Conference in Wellington. The conference provided an update on latest equipment and plans for improvements to the response systems.

One maritime staff member attended the Waimate North show to provide education on navigational safety.

The Harbourmaster provided advice to the RCEO forum on progressing research into options for harbourmaster insurance and liabilities.

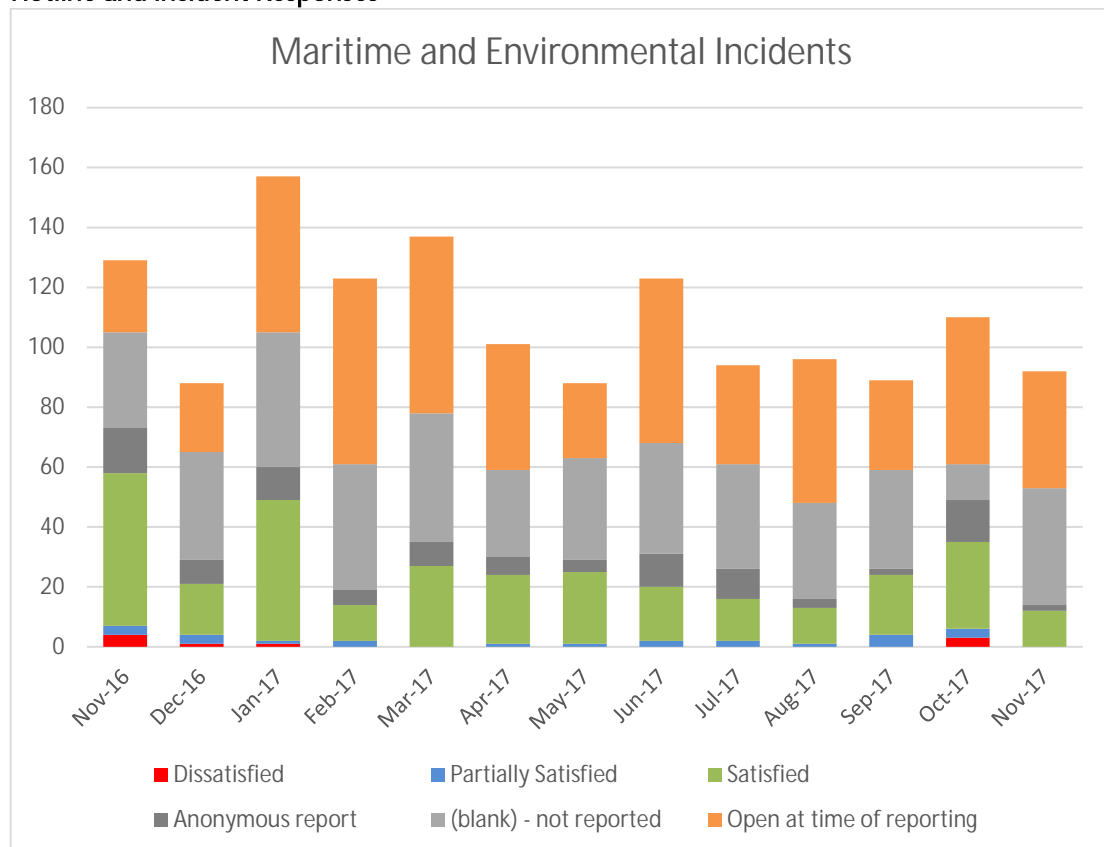
CUSTOMER SERVICES

Performance Statistics

Telephones

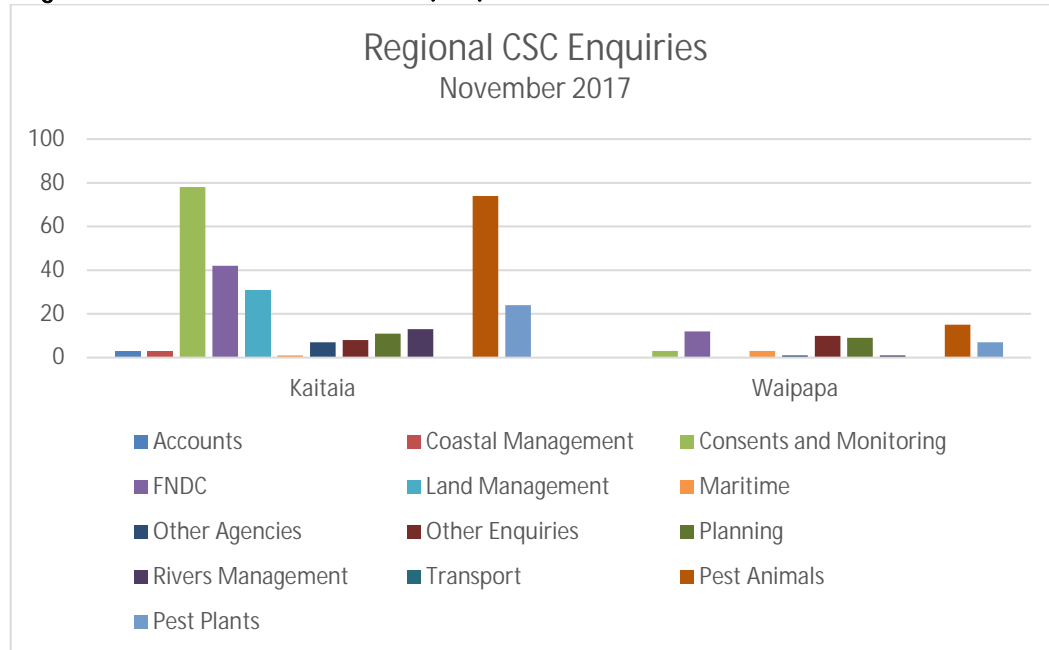
Call data is not yet available for this period, however calls direct to our 470 1200 number during the first two weeks of November have been in keeping with recent trends and are lower than previous years.

Hotline and Incident Responses



*As at 27 November 2017

Activity
Regional Customer Service Centres (CSC)



*as at the 27 November 2017

Kaitiāia has had a large number of enquiries for information to support submissions on the Motutangi-Waiharara Water Users Group application. The staff at Kaitiāia expressed appreciation of the consents team, and especially Stuart and Angela for their quick and comprehensive response to information requests.

Water Street Office

Work is continuing towards transforming from a reception/telephonist delivery model to a Customer Response Centre. The new model will allow the customer services team to respond to more calls at point of contact, track enquiries, and follow up on customer satisfaction. We hope to trial the new delivery model early in the new year.

Internal Surveys

The TLA Key Contacts Survey results are with the consents and monitoring quality team. The survey is an agenda item at their next meeting where opportunities for improve will be identified for action.

Customer Experience

Post-interaction surveying has been implemented in reception by way of kiosk exit survey. So far uptake has been slow as staff get into the routine of inviting feedback. The survey rates customer satisfaction on a scale of 1-5 and invites comment. All 16 responses received have been either 4 or 5 stars, and the one suggestion received is to provide free coffee in reception.

In addition to kiosk surveying, text phone and email options will be added in the new year. Response summaries will be circulated each month to each department and will be included in this report.

Feedback Cards

Three feedback cards have been received so far, the customers have all been satisfied.

TITLE: Emergency Services Fund Annual Report 2016/2017
ID: A1009363
To: Council Meeting, 12 December 2017
From: Tony Phipps, Group Manager – Customer Service/Community Resilience
Date: 5 December 2017

Executive summary

The Northland Regional Council again granted \$820,000 from its Emergency Services Fund in its second year to four applicant emergency services to support lifesaving services in Northland, being: the NEST rescue helicopter operation; Surf Life Saving professional surf lifesaving patrols; St John ambulance replacement; and Coastguard operations support and training.

The full allocation was taken up and the recipients have provided financial and service provision reports on the use of the granted funds.

Recommendation

1. That the report 'Emergency Services Fund Annual Report 2016/2017' by Tony Phipps, Group Manager – Customer Service/Community Resilience, and dated 5 December 2017, be received
-

Background

The Northland Regional Council established a contestable Emergency Services Fund totalling \$2,700,000 (\$900,000 a year) over three years as part of the regional council's Long Term Plan 2015–2025.

The **criteria** for the selection of suitable recipients is summarised as follows:

- The grant is available to emergency service organisations that have a significant part of their activities undertaken by volunteers;
- The purpose of the organisation must primarily be the saving of human life that is in immediate or critical danger or responding to serious injury;
- The funds must be applied to the provision of region-wide services within Northland;
- Fund recipients must undertake not to approach the region's district councils for funding during the term of the agreement;
- The total funded is for a three-year period with the annual amount funded being flexible, to suit the recipient's requirements;
- The fund can be for capital or operational expenditure.

At the Extraordinary Council Meeting on 10 November 2015, council **allocated funds** to four organisations as follows:

Emergency Service Provider	Funding Purpose	Annual Allocation (in each of three years, GST exclusive)
Northland Emergency Services Trust	Operational costs for the air rescue and ambulance services	\$525,000
Surf Life Saving Northern Region	Professional guards at patrolled beaches outside volunteer hours	\$120,000
St John Northern Region	Partially-fund replacement of Northland ambulances	\$90,000
Coastguard Northern Region	Operations support and training costs for Northland units	\$84,000

Report

Emergency Services Fund Uptake 2016/17 and Reserve Balance

The full \$820,000 as allocated was taken up by the recipients. The Northland Regional Council Emergency Services Fund (ESF) ended the year with a \$117,885 surplus due to greater than budgeted actual rate collection and remission of rate collection by Far North and Whangarei District Councils.

Annual Reports from Emergency Services Fund Recipients

As a condition of the ESF grant, each of the recipients are required to report on their financial and service performance measures. Each has a formal Annual Report for their organisation and has submitted a report on their use of the ESF grant. This information is summarised below.

The full 2016/2017 annual reports for each of the four Emergency Services Fund recipients can (or will be able to) be found at the links below.

Northland Emergency Services Trust

<http://www.nest.org.nz/about-us/#1464490648544-21c00dfa-1fea>

Surf Life Saving Northern Region

http://northernregion.surflifesaving.org.nz/media/504687/COMPRESSED_84th-Annual-Report-SLSNR-2016-2017.pdf

St John Northern Region

<http://www.stjohn.org.nz/News--Info/Our-Performance/Annual-Reports/>

(The 2016/17 report had not been published online at the time this report was written)

Coastguard Northern Region

https://www.coastguard.org.nz/publications_site_info.html?cgnrSid=ccac05295e58e419005cef9a522c9479

The following financial and operational performance information comes from the organisations' formal annual reports, as supplied by the organisations.

The following table is a summary of each organisation's total annual income/revenue and the percentage that the ESF grant forms of each organisation's total income (the annual income figures are a mix of 2015/16 and 2016/17 FY).

Emergency Service Provider	Total Annual Income of Organisation	Annual ESF grant from NRC	Grant as a Percentage of Income (%)
Northland Emergency Services Trust	\$6,415,753	\$525,000	8.2%
Surf Life Saving Northern Region	\$3,303,236	\$120,000	3.6%
St John Northern Region	\$89,601,940	\$90,000	0.1%
Coastguard Northern Region	\$5,202,000	\$84,000	1.6%

Northland Emergency Services Trust

The ESF funding goes towards operational costs for the air rescue and ambulance services. The ESF contributes some 8.2% of the NEST's total income, being the largest contributor, at 25%, of grant and donation income.

In the 12 months to 31 March 2017, NEST flew 905 missions across the regions and transported almost 1100 people to hospitals or medical facilities. In terms of coverage (missions flown), NEST flew 18% to Far North area, 16% to Mid-North East area, 8% to Mid-North West area, 39% to Lower North East area, 9% to Lower North West area, and 10% to other areas since January 2017.

Surf Life Saving Northern Region

The Northland Regional Council Emergency Service Fund grant is being used to fund the operational costs of six professional surf lifesaving patrols – *Ahipara, Ocean Beach, Bayly's Beach, Ruakaka, Waipu Cove and Mangawhai Heads*. The patrols operate Monday to Fridays outside of normal volunteer patrols over the peak holiday periods for those beaches.

The Northland Regional Council Emergency Service Fund grant provides the main funding (75%) for the professional surf lifesaving patrols at Northland beaches, without which there would be no professional life guard service in Northland.

St John Northern Region

The Northland Regional Council Emergency Service Fund grant is being used towards the replacement or refurbishment of St John ambulances to be used in Northland. The Fund grant pays (annually) for half the cost of a new ambulance or the refurbishment of an ambulance. St John need to replace or refurbish five ambulances per year for Northland. On

that basis the ESF contributes between 10-20% of the funds for the Northland St John ambulance fleet.

Coastguard Northern Region

The Northland Regional Council Emergency Service Fund grant has been used to fund Coastguard operations in Northland including vessel insurance (51% of the grant), volunteer training (26%) and PPE (16%).

Details of the service levels and use of funding can be found in the **attached** reports as provided by the recipients.

Attachments:

The following are service performance reports supplied by the ESF recipients:

- Attachment 1 – Northland Emergency Services Trust Chairman’s Report (included in Supporting Information)
- Attachment 2 – Surf Life Saving Northern Region Accountability Report (included in Supporting Information)
- Attachment 3 – St John Northern Region Vehicle Reports (included in Supporting Information)
- Attachment 4 – Coastguard Northern Region Accountability Report (included in Supporting Information)

Authorised by Group Manager:

Name: Tony Phipps

Title: Group Manager – Customer Service/Community Resilience

Date: 5 December 2017

TITLE: Receipt of Committee Minutes
ID: A1006471
To: Council Meeting, 12 December 2017
From: Chris Taylor, Governance Support Manager
Date: 1 December 2017

Executive summary

The purpose of this report is to acknowledge the unconfirmed minutes of:

- Investment Subcommittee – 11 September 2017; and
- Property Subcommittee – 9 November 2017.

The minutes will be circulated under separate cover.

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

Recommendation

That the unconfirmed minutes of:

- Investment Subcommittee – 11 September 2017; and
- Property Subcommittee – 9 November 2017

be received.

Attachments

- *Investment Subcommittee Minutes – 11 September 2017* (included in the Supporting Information)
 - *Property Subcommittee Minutes – 9 November 2017* (included in the Supporting Information)
-

Authorised by Group Manager

Name: Jonathan Gibbard
Title: Group Manager – Governance and Engagement
Date: 4 December 2017

TITLE: Business with the Public Excluded
ID: A1006474
To: Council Meeting, 12 December 2017
From: Chris Taylor, Governance Support Manager
Date: 1 December 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:

Item No.	Item Issue	Reason\Grounds
10.1	Confirmation of Confidential Minutes – Council Meeting 21 November 2017	The reasons for excluding the public are as stated in the minutes of the open section of the meeting.
10.2	Receipt of Confidential Minutes of Regional Pest and Marine Pathway Management Plan Appeals Mediation – 21 November 2017	The reasons for excluding the public are as stated in the minutes of the open section of the meeting.
10.3	Receipt of Confidential Committee Minutes – Investment Subcommittee – 11 September 2017, and Property Subcommittee – 9 November 2017	The reasons for excluding the public are as stated in the minutes of the open section of the meeting.
10.4	Human Resources Report	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect the privacy of natural persons, including that of deceased natural persons 7(2)(a).

ITEM: 10.0

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10.5	Investment and Growth Reserve: Demand Assessment for Water Storage in Northland	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations 7(2)(i).
10.6	Purchase of a Commercial Investment Property	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to carry on, without prejudice or disadvantage, commercial activities 7(2)(h).
10.7	Purchase of the Lessee's Interest of a Hīhīaua Precinct Property	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to carry on, without prejudice or disadvantage, commercial activities 7(2)(h).
10.8	Lower Port Road Access Issues	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to carry on, without prejudice or disadvantage, commercial activities 7(2)(h).

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 – Governance and Engagement

Date: 4 December 2017