

# AGENDA

**Council**  
**Tuesday 15 December 2020 at 10.30am**

## Northland Regional Council Agenda

Meeting to be held in the Council Chamber  
36 Water Street, Whangārei  
on Tuesday 15 December 2020, commencing at 10.30am

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

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<b>1.0 HOUSEKEEPING/KARAKIA</b>	
<i>Key Health and Safety points to note:</i>	
<ul style="list-style-type: none"><li>• If the fire alarm goes off – exit down the stairwell to the assembly point which is the visitor carpark.</li><li>• Earthquakes – duck, cover and hold.</li><li>• Visitors please make sure you have signed in at reception, and that you sign out when you leave. Please wear your name sticker.</li><li>• The toilets are on the opposite side of the stairwell.</li><li>• In the event of an emergency do not use the lift.</li><li>• Please remember to scan the COVID Tracer QR code.</li></ul>	
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<p><b>ACC</b> - Accident Compensation Corporation</p> <p><b>ALGIM</b> - Association of Local Government Information Management</p> <p><b>AMA</b> - Aquaculture Management Area</p> <p><b>AMP</b> - Asset Management Plan/Activity Management Plan</p> <p><b>AP</b> - Annual Plan</p> <p><b>BOI</b> - Bay of Islands</p> <p><b>BOPRC</b> - Bay of Plenty Regional Council</p> <p><b>CAPEX</b> - Capital Expenditure (budget to purchase assets)</p> <p><b>CBEC</b> - Community, Business and Environment Centre</p> <p><b>CCO</b> - Council Controlled Organisation</p> <p><b>CCTO</b> - Council Controlled Trading Organisation</p> <p><b>CDEM</b> - Civil Defence Emergency Management</p> <p><b>CEEF</b> - Chief Executives Environment Forum</p> <p><b>CEG</b> - Co-ordinating Executive Group</p> <p><b>CEO</b> - Chief Executive Officer</p> <p><b>CIMS</b> - Co-ordinated Incident Management System (emergency management structure)</p> <p><b>CMA</b> - Coastal Marine Area</p> <p><b>CPCA</b> - Community Pest Control Areas</p> <p><b>CRI</b> - Crown Research Institute</p> <p><b>DHB</b> - District Health Board</p> <p><b>DOC</b> - Department of Conservation</p> <p><b>DP</b> - District Plan</p> <p><b>E350</b> - Extension 350 programme</p> <p><b>ECA</b> - Environmental Curriculum Award</p> <p><b>ECAN</b> - Environment Canterbury</p> <p><b>EECA</b> - Energy Efficiency Conservation Authority</p> <p><b>EF</b> - Environment Fund</p> <p><b>EMA</b> - Employers and Manufacturers Association</p> <p><b>EOC</b> - Emergency Operations Centre</p> <p><b>EPA</b> - Environmental Protection Authority</p> <p><b>ETS</b> - Emissions Trading Scheme</p> <p><b>FDE</b> - Farm Dairy Effluent</p> <p><b>FNDC</b> - Far North District Council</p> <p><b>FNHL</b> - Far North Holdings Limited</p> <p><b>FPP</b> - First Past the Post</p> <p><b>GE</b> - Genetic Engineering</p> <p><b>GIS</b> - Geographic Information System</p> <p><b>GMO</b> - Genetically Modified Organism</p> <p><b>HBRC</b> - Hawke's Bay Regional Council</p> <p><b>HEMP</b> - Hapū Environmental Management Plan</p> <p><b>Horizons</b> - Brand name of Manawatu-Wanganui Regional Council</p> <p><b>HR</b> - Human Resources</p> <p><b>HSNO</b> - Hazardous Substances &amp; New Organisms Act</p> <p><b>HSWA</b> - Health and Safety at Work Act 2015</p> <p><b>IEMP</b> - Iwi Environmental Management Plan</p> <p><b>ILGACE</b> - Iwi and Local Government Chief Executives Forum</p> <p><b>IPPC</b> - Invited Private Plan Change</p> <p><b>IRIS</b> - Integrated Regional Information System</p> <p><b>KDC</b> - Kaipara District Council</p> <p><b>KPI</b> - Key Performance Indicator</p> <p><b>LAWA</b> - Land, Air, Water Aotearoa</p> <p><b>LEA</b> - Local Electoral Act 2001</p> <p><b>LGA</b> - Local Government Act 2002</p> <p><b>LGNZ</b> - Local Government New Zealand</p> <p><b>LGOIMA</b> - Local Government Official Information &amp; Meetings Act 1987</p> <p><b>LIDAR</b> - Light detection and ranging</p> <p><b>LTI</b> - Long time injury</p> <p><b>LTP</b> - Long Term Plan</p> <p><b>MBIE</b> - Ministry of Business, Innovation &amp; Employment</p> <p><b>MCDEM</b> - Ministry of Civil Defence &amp; Emergency Management</p> <p><b>MFE</b> - Ministry for the Environment</p> <p><b>MFL</b> - Māori Freehold Land</p> <p><b>MHWS</b> - Mean High Water Springs</p> <p><b>MMH</b> - Marsden Maritime Holdings Limited</p> <p><b>MNZ</b> - Maritime New Zealand</p> <p><b>MOH</b> - Ministry of Health</p>	<p><b>MOT</b> - Ministry of Transport</p> <p><b>MPI</b> - Ministry for Primary Industries</p> <p><b>MSD</b> - Ministry of Social Development</p> <p><b>NCMC</b> - National Crisis Management Centre</p> <p><b>NDHB</b> - Northland District Health Board</p> <p><b>NES</b> - National Environmental Standards</p> <p><b>NFT</b> - Northland Forward Together</p> <p><b>NGO</b> - Non-Governmental Organisation</p> <p><b>NIF</b> - Northland Intersectoral Forum</p> <p><b>NINC</b> - Northland Inc. Limited</p> <p><b>NIWA</b> - National Institute of Water and Atmosphere</p> <p><b>NORTEG</b> - Northland Technical Advisory Group</p> <p><b>NPS</b> - National Policy Statement</p> <p><b>NZCPS</b> - New Zealand Coastal Policy Statement</p> <p><b>NZRC</b> - New Zealand Refining Company (Marsden Point)</p> <p><b>NZTA</b> - New Zealand Transport Agency</p> <p><b>NZTE</b> - New Zealand Trade and Enterprise</p> <p><b>NZWWA</b> - New Zealand Water and Wastes Association</p> <p><b>OPI</b> - Opportunity for Improvement\</p> <p><b>OPEX</b> - Operating Expenditures</p> <p><b>OSH</b> - Occupational Safety &amp; Health</p> <p><b>OTS</b> - Office of Treaty Settlements</p> <p><b>PCBU</b> - Person Conducting Business or Undertaking</p> <p><b>PGF</b> - Provincial Growth Fund</p> <p><b>PPE</b> - Personal Protective Equipment</p> <p><b>RAP</b> - Response Action Plan</p> <p><b>RBI</b> - Regional Broadband Initiative</p> <p><b>RCP</b> - Regional Coastal Plan</p> <p><b>RFI</b> - Request for Information</p> <p><b>RFP</b> - Request for Proposal</p> <p><b>RLTP</b> - Regional Land Transport Plan</p> <p><b>RMA</b> - Resource Management Act 1991</p> <p><b>RMG</b> - Resource Managers Group (Regional Councils)</p> <p><b>RMZ</b> - Riparian Management Zone</p> <p><b>ROI</b> - Return on Investment</p> <p><b>RP</b> - Regional Plan</p> <p><b>RPMP</b> - Regional Pest Management Plan</p> <p><b>RPMS</b> - Regional Pest Management Strategy</p> <p><b>RPS</b> - Regional Policy Statement</p> <p><b>RPTP</b> - Regional Public Transport Plan</p> <p><b>RRSAP</b> - Regional Road Safety Action Plan</p> <p><b>RSG</b> - Regional Sector Group</p> <p><b>RSHL</b> - Regional Software Holdings Ltd</p> <p><b>RTC</b> - Regional Transport Committee</p> <p><b>RTO</b> - Regional Tourism Organisation</p> <p><b>SIPO</b> - Statement of Investment Policy and Objectives</p> <p><b>SITREP</b> - Situation Report</p> <p><b>SOE</b> - State of Environment (or) State Owned Enterprise</p> <p><b>SOI</b> - Statement of Intent</p> <p><b>SOLGM</b> - Society of Local Government Managers</p> <p><b>STV</b> - Single Transferable Vote</p> <p><b>TAG</b> - Technical Advisory Group</p> <p><b>Tier 1</b> - Site level plan or response for an oil spill</p> <p><b>Tier 2</b> - Regional level plan or response to an oil spill</p> <p><b>Tier 3</b> - National level plan or response to an oil spill</p> <p><b>TLA</b> - Territorial Local Authority - City &amp; District Councils</p> <p><b>TON</b> - Top of the North (regions)</p> <p><b>TTMAC</b> - Te Taitokerau Māori and Council Working Party</p> <p><b>TTNEAP</b> - Tai Tokerau Northland Economic Action Plan</p> <p><b>TMP</b> - Treasury Management Plan</p> <p><b>TOR</b> - Terms of Reference</p> <p><b>TPK</b> - Te Puni Kōkiri (Ministry of Maori Development)</p> <p><b>TUANZ</b> - Telecommunications Users Association of NZ</p> <p><b>UNISA</b> - Upper North Island Strategic Alliance</p> <p><b>WDC</b> - Whangarei District Council</p> <p><b>WHHIF</b> - Whangarei Harbour Health Improvement Fund</p> <p><b>WRC</b> - Waikato Regional Council</p> <p><b>WSMP</b> - Workplace Safety Management Practices</p> <p><b>WWTP</b> - Wastewater Treatment Plant</p>
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# Tauāki ā roto

Tēnei au  
Tēnei mātou  
He kaikaunihera  
He kawenga i ngā whakataunga,  
i ngā tikanga  
Ki uta, ki tai  
Kia rewa ai ngā iwi katoa o Te  
Taitokerau

Haumie hui e  
TĀIKI E!

Here I am  
Here we are  
Your councillors  
The bearers of sound  
decision making power  
Reaching inland and coastal  
To uplift all peoples of  
Northland

Bring forth unity  
Tis Done!



**TITLE:** Confirmation of Minutes - 17 November 2020

**ID:** A1391257

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

**Authorised by  
Group Manager:** Chris Taylor, Governance Support Manager, on 08 December 2020

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**Recommendation**

That the minutes of the council meeting held on 17 November 2020 be confirmed as a true and correct record.

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**Attachments/Ngā tapirihanga**

Attachment 1: Council Meeting Minutes 17 November 2020 [↓](#)

Council Meeting  
17 November 2020

## Northland Regional Council Minutes

Meeting held in the Council Chamber,  
36 Water Street, Whangārei  
on Tuesday 17 November 2020, commencing at 10.30am

### Present:

Chairperson, Penny Smart

Councillors:

Justin Blaikie

Jack Craw

Colin Kitchen

Amy Macdonald

Marty Robinson

Rick Stolwerk

Joce Yeoman

### In Attendance:

#### Full Meeting

Chief Executive Officer

Independent Financial Advisor

Independent Audit & Risk Advisor

GM - Corporate Excellence

GM – Regulatory Services

Governance Support Manager

#### Part Meeting

GM – Environmental Services

GM - Strategy, Governance and Engagement

Biosecurity Manager

Strategic Projects and Facilities Manager

Resource Management – Strategic Policy Specialist

Policy Specialist – Water

Financial Accountant

The Chair declared the meeting open at 10.33am. Proceedings commenced with a karakia by Councillor Stolwerk.

### Apologies (Ngā whakapahā) (Item 1.0)

There were no apologies.

### Declarations of Conflicts of Interest (Nga whakapuakanga) (Item 2.0)

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

Council Meeting  
17 November 2020

### **Receipt of Supplementary Reports (Item 3.0A)**

**ID: A1385841, A1385475**

**Report from Chris Taylor**

**Moved (Stolwerk/Macdonald)**

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

- Supplementary Item 6.1: Treasury Management Policy (with track changes); and
- Supplementary Item 6.3: Request for approval of unbudgeted expenditure to be funded from the COVID-19 Reinstatement Reserve.

**Carried**

### **Confirmation of Minutes - 20 October 2020 (Item 4.1) and Receipt of Action Sheet (Item 4.2)**

**ID: A1381776, A1381813**

**Reports from Chris Taylor, Governance Support Manager**

**Moved (Kitchen/Yeoman)**

1. That the minutes of the council meeting held on 20 October 2020 be confirmed as a true and correct record.
2. That the action sheet be received.

**Carried**

### **Financial Report to 31 October 2020 (Item 5.1)**

**ID: A1382399**

**Report from Vincent McColl, Financial Accountant**

**Moved (Blaikie/Stolwerk)**

That the report 'Financial Report to 31 October 2020' by Vincent McColl, Financial Accountant and dated 4 November 2020, be received.

**Carried**

*Secretarial Note: The Independent Financial Advisor addressed the report; noting that while council could by no means afford to be complacent, it was currently in a strong financial position and the 'gloomy impacts of Covid' had by and large not come to fruition.*

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### **Amendments to Subcommittee and Working Party Terms of Reference (Item 6.1 and Supplementary Item 6.1)**

**ID: A1379680, A1385841**

**Report from Bruce Howse, Group Manager - Corporate Excellence and Chris Taylor, Governance Support Manager**

**Moved (Yeoman/Stolwerk)**

1. That the report 'Amendments to Subcommittee and Working Party Terms of Reference' by Bruce Howse, Group Manager - Corporate Excellence and Chris Taylor, Governance Support Manager and dated 27 October 2020, be received.
2. That the council changes the terms of reference of the Investment and Property and Audit and Risk subcommittees to increase meeting quorum from four to five members.
3. That council add the Independent Risk Advisor as a member of the Investment and Property subcommittee.
4. That council add the Chair of the Investment and Property subcommittee as a member of the Audit and Risk subcommittee, and alternate Councillor Craw of the Investment and Property Subcommittee change to full time member of the Investment and Property Subcommittee.
5. That council add the delegation to Investment and Property subcommittee that 'CEO to withdraw and invest funds held in term deposits being self-managed cash reserves'.
6. That council add the delegation to Investment and Property subcommittee that 'Ensure there are no withdrawals from the Long Term Fund without the approval of council, other than for operational funding from gains made in the fund and as budgeted in accordance with the current Long Term Plan or Annual Plan'.
7. That the Treasury Management Policy is updated, as per tracked changes shown in Supplementary Item 6.1 pertaining to the 17 November 2020 council meeting agenda.
8. That the revised Planning and Regulatory, Water and Land, Biosecurity and Biodiversity and Climate Change Working Party Terms of Reference (as detailed in **Attachment 2** pertaining to Item 6.1 of the 17 November 2020 council meeting agenda) be adopted.

**Carried**

*Secretarial Note: The Investment and Property Subcommittee to review the controls in the Statement of Investment Policy and Objectives to ensure they aligned with the Treasury Management Policy.*

### **Freshwater Management/Te Mana o Te Wai - Tāngata Whenua Water Advisory Group appointment of members (Item 6.2)**

**ID: A1380347**

**Report from Alison Newell, Policy Specialist**

**Moved (Yeoman/Blaikie)**

1. That the report 'Freshwater Management/Te Mana o Te Wai - Tāngata Whenua Water Advisory Group appointment of members' by Alison Newell, Policy Specialist and dated 28 October 2020, be received.
2. That the membership of the Tāngata Whenua Water Advisory Group be increased by three to a total of 15.

**Carried**

ID: A1386444

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**Request for approval of unbudgeted expenditure to be funded from the COVID-19 Reinstatement Reserve (Item 6.3 and Supplementary Item 6.3)**

**ID: A1380445, A1385475**

**Report from Carol Cottam, Information Services and Technology Manager and Kathryn Lister, Biosecurity Officer - Marine**

**Moved (Stolwerk/Kitchen)**

1. That the report 'Request for approval of unbudgeted expenditure to be funded from the COVID-19 Reinstatement Reserve ' by Carol Cottam, Information Services and Technology Manager and Kathryn Lister, Biosecurity Officer - Marine and dated 28 October 2020, be received.
2. That the \$55,000 of unbudgeted expenditure from the Covid-19 Reinstatement Reserve be allocated to support the hiring of a fixed term Business Improvement Lead position.
3. That the \$98,000 of unbudgeted expenditure from the COVID-19 Reinstatement Reserve be allocated to support the continued Sabella eradication efforts at Ōpua.

**Carried**

**Northland Inc. Limited: Request to not hold an AGM for the 2019/20 financial year (Item 6.4)**

**ID: A1382077**

**Report from Darryl Jones, Economist**

**Moved (Stolwerk/Blaikie)**

1. That the report 'Northland Inc. Limited: Request to not hold an AGM for the 2019/20 financial year' by Darryl Jones, Economist and dated 3 November 2020, be received.
2. That council authorise the Chief Executive Officer to send a letter to Northland Inc. Limited informing them that council, as the 100% shareholder of Northland Inc., does not have any particular issues to discuss, comment on, or ask questions about at the annual general meeting for 2020 in accordance with Section 120 (5)(b) of the Companies Act 1993 and clause 13 of the Northland Inc. Limited constitution.
3. That the letter to Northland Inc. include a request to provide council with a list of the engagement sessions that were held in lieu of not holding the annual general meeting for 2020.

**An amendment was moved (Craw/Robinson)**

1. That the report 'Northland Inc. Limited: Request to not hold an AGM for the 2019/20 financial year' by Darryl Jones, Economist and dated 3 November 2020, be received.
2. That council authorise the Chief Executive Officer to send a letter to Northland Inc. Limited informing them that council, as the 100% shareholder of Northland Inc., does not have any particular issues to discuss, comment on, or ask questions about at the annual general meeting for 2020 in accordance with Section 120 (5)(b) of the Companies Act 1993 and clause 13 of the Northland Inc. Limited constitution.

ID: A1386444

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3. That the letter to Northland Inc. include a request to provide council with a list of the engagement sessions that were held in lieu of not holding the annual general meeting for 2020 and express council's expectation that community engagement will occur.

**The substantive motion was carried**

### **Interim appointments to address extraordinary vacancies (Item 6.5)**

**ID: A1382171**

**Report from Darryl Jones, Economist and Chris Taylor, Governance Support Manager**

**Moved (Stolwerk/Blaikie)**

1. That the report 'Interim appointments to address extraordinary vacancies' by Darryl Jones, Economist and Chris Taylor, Governance Support Manager and dated 3 November 2020, be received.
2. That the following interim appointments be confirmed:
  - a. That Councillor Stolwerk be appointed the Chair and Councillor Blaikie be appointed as the second council representative on the Regional Transport Committee.
  - b. That Councillor Blaikie be appointed as the third council member of the Whangarei District Council/Northland Regional Council - Whangārei Public Transport Working Party.
  - c. That Councillor Stolwerk or Councillor Craw or Councillor Blaikie be appointed the Chair of the Whangarei District Council/Northland Regional Council - Whangārei Public Transport Working Party.
  - d. That Councillor Smart be appointed the Chair of the Kaihū River Working Group.
  - e. That Councillor Blaikie be appointed to exercise council's shareholder vote at any shareholder meeting of Northland Inc. Limited.
  - f. That Councillor Justin Blaikie be appointed as the second council representative on the Regional Economic Development Service Delivery Working Party.
  - g. That Councillor Blaikie be appointed as Chair of the Regional Economic Development Service Delivery Working Party.
3. That all the appointments be reviewed at a time still to be determined following the swearing in of the new Whangārei Urban Constituency councillor.

**An amendment was moved (Smart/Craw)**

1. That the report 'Interim appointments to address extraordinary vacancies' by Darryl Jones, Economist and Chris Taylor, Governance Support Manager and dated 3 November 2020, be received.
2. That the following interim appointments be confirmed:
  - a. That Councillor Stolwerk be appointed the Chair and Councillor Blaikie be appointed as the second council representative on the Regional Transport Committee.
  - b. That Councillor Blaikie be appointed as the third council member of the Whangarei District Council/Northland Regional Council - Whangārei Public Transport Working Party.

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- c. That Councillor Stolwerk be appointed the Chair of the Whangarei District Council/Northland Regional Council - Whangārei Public Transport Working Party.
  - d. That Councillor Smart be appointed the Chair of the Kaihū River Working Group.
  - e. That Councillor Blaikie be appointed to exercise council's shareholder vote at any shareholder meeting of Northland Inc. Limited.
  - f. That Councillor Justin Blaikie be appointed as the second council representative on the Regional Economic Development Service Delivery Working Party.
  - g. That Councillor Blaikie be appointed as Chair of the Regional Economic Development Service Delivery Working Party.
3. That all the appointments be reviewed at a time still to be determined following the swearing in of the new Whangārei Urban Constituency councillor.

**The substantive motion was carried**

*Secretarial Note: Appreciation was extended to councillors for picking up the additional workload.*

**Letter to Minister Mahuta - Māori representation (Item 6.6)**

**ID: A1383313**

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

**Moved (Craw/Yeoman)**

1. That the report 'Letter to Minister Mahuta - Māori representation' by Malcolm Nicolson, Chief Executive Officer and dated 6 November 2020, be received.
2. That council approve the drafting of a letter to Minister Mahuta supporting the commitment to amend the Local Electoral Act 2001 in relation to the establishment of local government Māori wards.
3. That the Chair is delegated authority to sign the letter to Minister Mahuta on behalf of council.

**Carried**

*(Councillor Blaikie abstained from voting)*

**Health and Safety Report (Item 7.1)**

**ID: A1381980**

**Report from Kelcie Mills, Health and Safety Advisor**

**Moved (Kitchen/Yeoman)**

- That the report 'Health and Safety Report' by Kelcie Mills, Health and Safety Advisor and dated 3 November 2020, be received.

**Carried**

ID: A1386444

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### **Chair's Report to Council (Item 7.2)**

**ID: A1381278**

**Report from Penny Smart, Chair**

**Moved (Smart/Stolwerk)**

That the report 'Chair's Report to Council' by Penny Smart, Chair and dated 2 November 2020, be received.

**Carried**

### **Chief Executive's Report to Council (Item 7.3)**

**ID: A1379390**

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

**Moved (Kitchen/Macdonald)**

That the report 'Chief Executive's Report to Council' by Malcolm Nicolson, Chief Executive Officer and dated 31 October 2020, be received.

**Carried**

*Secretarial Note:*

- *The cost of the underwater survey undertaken in the Bay of Islands to be ascertained to understand whether it was a cost effective way to gather data.*
- *Concerns regarding the increase in fatal accidents in the Far North to be raised with the Regional Transport Committee.*

### **Receipt of Committee Minutes (Item 8.1)**

**ID: A1382324**

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

**Moved (Stolwerk/Blaikie)**

That the unconfirmed minutes of the:

- Civil Defence Emergency Management Group – 8 September 2020
- Audit and Risk Subcommittee – 6 October 2020

be received.

**Carried**

### **Working Party Updates and Chairpersons' Briefing (Item 8.2)**

**ID: A1380973**

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

**Moved (Yeoman/Macdonald)**

That the report 'Working Party Updates and Chairpersons' Briefing' be received.

**Carried**

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ID: A1386444

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*Secretarial Note:*

- *The Chairs of the respective working parties provided an update on the current priorities and work programmes for these subordinate bodies.*
- *Condolences were extended to the friends and whanau of Te Taitokerau Māori and Council Working Party member, Rudy Taylor, who had recently passed. Attention was drawn to 'Rudy's huge contribution to Taitokerau'.*

**Working Group Updates (Item 8.3)**

**ID: A1382309**

**Report from Leah Porter, PA/Administrator Environmental Services**

**Moved (Stolwerk/Yeoman)**

That the report 'Working Group Updates' be received.

**Carried**

*Secretarial Note: Consideration to be given as to whether council's catchment groups required a review in light of the raft of new water related legislation.*

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

**Moved (Smart/Stolwerk)**

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	Reasons/Grounds
9.1	Confirmation of Confidential Minutes - 19 May 2020	The public conduct of the proceedings would be like to result in disclosure of information, as stated in the open section of the meeting.
9.2	Human Resources Report	The public conduct of the proceedings would be like 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 s7(2)(a).
9.3	Land and Leaseholders' Easement and Covenant Requests	The public conduct of the proceedings would be like to result in disclosure of information, the withholding of which is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(b)(ii) and the withholding of which is necessary to enable council carry out, without prejudice or disadvantage, commercial activities s7(2)(h).

ID: A1386444

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Council Meeting  
17 November 2020

9.4	Kaipara Service Centre	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to enable council to carry out, without prejudice or disadvantage, commercial activities s7(2)(h) and the withholding of which is necessary to enable council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) s7(2)(i).
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3. That the Independent Financial Advisors be permitted to stay during business with the public excluded and Argyle Estates Limited Development Manager be permitted to join business with the public excluded for Item 9.4 only.

**Carried**

### **Conclusion**

**The meeting concluded at 12.45pm.**

**TITLE:**                   **Receipt of Action Sheet**

**ID:**                       A1392146

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

**Authorised by**           Chris Taylor, Governance Support Manager, on 08 December 2020  
**Group Manager:**

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### **Executive summary/Whakārapopotanga**

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

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### **Recommendation**

That the action sheet be received.

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### **Attachments/Ngā tapirihanga**

Attachment 1: Council Action Sheet - December 2020 [↓](#)

**Outstanding Actions as at 7/12/2020**

<b>Id</b>	<b>Meeting</b>	<b>Target Date</b>	<b>Description</b>	<b>Request Details</b>	<b>Most Recent Comment</b>
<b>5955</b>	Council 20/10/2020	31/12/20	Regional Rates Collection - Update to 30 September 2020	That KDC be requested to provide a report on rates revenue and collection (similar to FNDC).	KDC have been contacted and will provide a quarterly report to council summarising the status of their (current and arrear) rate collections
<b>5960</b>	Council 20/10/2020	3/11/20	Request for approval of unbudgeted expenditure to be funded from the Covid-19 Reinstatement Reserve	That any reports seeking council support for the funding of new initiatives from the Covid-19 Reinstatement Reserve include not only the remaining balance of the reserve but also a reconciliation with the original suite of projects to be funded.	<b>COMPLETE.</b> On-going.
<b>5985</b>	Council 17/11/2020	31/12/20	Amendments to Subcommittee and Working Party Terms of Reference	The Investment and Property Subcommittee to review the controls in the Statement of Investment Policy and Objectives to ensure they align with the (updated) Treasury Management Policy.	Noted.
<b>5988</b>	Council 17/11/2020	30/11/20	Northland Inc. Limited AGM	That a letter be sent to Northland Inc advising that council does not have any particular issues to discuss at the 2020 AGM. The letter to also request a list of the engagement sessions that were held in lieu of the AGM and express council's expectation that community engagement will occur.	<b>COMPLETE.</b> Letter sent 26 November 2020.

**Outstanding Actions as at 7/12/2020**

5994	Council 17/11/2020	31/12/20	Chief Executive's Report to Council	That concerns regarding the increase in fatal accidents in the Far North be raised with the Regional Transport Committee.	RTC Chair to follow up.
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**TITLE:** Emergency Services Fund Update - Annual Reporting, Funding Uptake and Engagement and Promotion

**ID:** A1388853

**From:** Tony Phipps, Group Manager - Customer Services - Community Resilience and Natasha Stubbing, Marketing and Engagement Manager

**Authorised by Group Manager:** Tony Phipps, Group Manager - Customer Services - Community Resilience, on 08 December 2020

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### Executive summary/Whakarāpopototanga

The purpose of this report is to provide an Emergency Services Fund (ESF) update on the uptake of the ESF, the progress with engagement and promotion as well as recipient annual reporting and service performance.

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### Recommendation

1. That the report 'Emergency Services Fund Update - Annual Reporting, Funding Uptake and Engagement and Promotion' by Tony Phipps, Group Manager - Customer Services - Community Resilience and Natasha Stubbing, Marketing and Engagement Manager and dated 23 November 2020, be received.
2. That council approves the distribution of the Emergency Services Fund Reserve as at the end of the financial year 2019/20 to the Emergency Services Fund recipients in direct proportion to the current allocation.

---

### Background/Tuhinga

Ratepayers contribute about \$12 each a year, creating a funding pool to support organisations whose primary purpose is to save lives that are in immediate or critical danger.

The emergency services funded with this rate over the three-year period to 2021 are:

- Northland's rescue helicopter service (\$525,000 a year).
- Surf Life Saving Northern Region (\$201,000 a year).
- St Johns Northern Region (\$90,000 a year).
- Coastguard Northern Region (\$84,000 a year).

### FUNDING UPTAKE

Table 1 below shows the Emergency Services Fund recipients, annual allocations, funding uptake for (financial year) FY 19/20 and the uptake as at 30 November 2020.

Emergency Service Provider	Funding Purpose	Annual Allocation (in each of three years, GST exclusive)	Funding Uptake as at 30 June 2020 (For FY 19/20)	Funding Uptake as at 30 November 2020 (For FY 20/21)
<b>Northland Emergency Services Trust</b>	Operational costs for the air rescue and ambulance services	\$525,000	\$525,000	\$131,250
<b>Surf Life Saving Northern Region</b>	Professional guards at popular beaches outside volunteer paid hours	\$201,000	\$201,000	\$201,000
<b>St John Northern Region</b>	Partially-fund replacement of Northland ambulances	\$90,000	\$90,000	\$90,000
<b>Coastguard Northern Region</b>	Operating, support and training costs for Northland units	\$84,000	\$84,000	\$42,000

### ESF Reserve

At the end of the FY 2017/18 a reserve balance of \$148,736 had accumulated in the Emergency Services Fund due to higher actual rate collection and lower collection costs than budgeted.

In July 2019, a total amount of \$140,406 was paid to the ESF recipients due to the accumulated amount in the reserve fund. The distribution of these funds was in proportion to the base allocations, and was allocated as follows:

- NEST - \$104,471
- SLSNR - \$1,985
- St John - \$17,626
- Coast Guard - \$16,324.

As at the end of the FY 2019/20 the ESF reserve was \$71,696. It is recommended to distribute these funds in proportion to the base allocations. Approx. amounts to be paid are as follows:

- NEST - \$41,822
- SLSNR - \$16,000
- St John - \$7,174
- Coast Guard - \$6,700

### ENGAGEMENT AND PROMOTION

In February 2019, council approved up to \$10,000 a year to be used from the ESF reserve to be spent on ESF engagement and promotion.

Communicating and engaging our communities in the range of activities council undertakes is important to ensure ratepayers are informed about where their rates are spent and how they receive value for money for their rates. Over the past year we have been more proactive in telling the community about our involvement with these life-saving services. Of note this year, we attended a special unveiling ceremony of a new ambulance in Kaikohe and we shared the news with ratepayers via a story in Our Northland and via social media.

This summer we aim to build on our success from previous years and continue to promote our involvement via a range of channels including radio, social media, print, stories, outdoor, signage at events and promotional boards at the beach. We are also looking to collaborate with the various agencies where possible to share joint messages. An example of this is sharing water safety messages from Surf Lifesaving New Zealand on the new Ocean Beach summer bus.

We will provide a report back to council in March or April on the marketing and promotional activities completed during the summer period.

### **ANNUAL REPORTS AND SERVICE PERFORMANCE MEASURES**

As a condition of the ESF grant, each of the recipients are required to report on their financial and service performance measures as well as submit a report on the use of the ESF grant. This information provided by the fund recipients is summarised below.

#### **Northland Emergency Services Trust (NEST)**

The Northland Emergency Services Trust (NEST) is a non-profit organisation that owns and operates the Northland Rescue Helicopter.

We currently operate a fleet of 3 x Sikorsky S-76 helicopters from our base in Whangārei. In the twelve-month period to 31/03/2020 we have completed 957 missions, and transported 904 patients to/from hospitals in and out of our region.

NEST is grateful for the financial support we receive from Northland Regional Council, in the form of the annual grant under the Emergency Services Fund and the loan facility provided for the purchase of our new aircraft.

Like most other ambulance operators, we receive only partial funding from the Central Government health agencies (NASO). The balance is covered by the community through sponsorship, donations and grants. Without the support of our sponsors and the Northland public we would simply be unable to provide the service as it exists today.

In 2019, NEST commenced the new Government NASO contract in a joint venture with the Auckland Rescue Helicopter Trust (ARHT). The new joint venture is called Northern Rescue and we have provided some details on the next page about the JV.

Our two new Sikorsky S-76-C++ helicopters have settled into their work and are performing brilliantly. The new livery which prominently features the Northland Regional Council's new logo on the front of the aircraft really stands out!

#### **Surf Life Saving Northern Region (SLSNR)**

Surf Life Saving currently plays an important role within Northland. For the period ending 30 June 2019 SLSNR utilised funding provided by Northland Regional Council (NRC) to deliver weekday lifeguard services across Northland. This service supported NRC in the achievement of the below strategic priorities.

- Safe and resilient communities – Surf Lifesaving Services within Northland provide rescue services, education, sport and recreation, community hubs, leadership development, volunteer engagement, learning development and youth programmes that add to the region's vibrancy and resilience. Surf Life Saving Clubs are very much part of the community fabric of the coastal zones within the Northland Region, and our members continue to feature as standout community members thanks to the development opportunities provided by Surf Life Saving.
- Efficient and effective service delivery – For nearly 100 years Surf Life Saving have presented an excellent value proposition to the communities it serves in Northland and the funders

and partners who support us. It is clear and understood that the delivery of the weekday lifeguard service in Northland.

- Continuous improvement in water quality - Surf Lifesaving Clubs take pride and have a sense of ownership around the coastal natural resources where they are located. They enhance and support the Mauri of their local coastal environments and ensure communities can enjoy and safely recreate in coastal areas. SLSNR has a proven record in monitoring water quality and educating the community on water quality through our safeswim partnership. We believe it would be advantageous for Northland Regional Council to utilise our abilities in this space.
- A strong economy - Having strong, sustainable lifesaving services based at key locations within the Northland region allows local tourism-based businesses to promote a safe recreation environment and usage of one of the key assets to the region and is understood as a key driver to coastal residential property sales. Surf Life Saving services and events also contribute significantly to visitor numbers attracting tourism as well as competitors and their families staying and spending money in the region.

The NRC funding provided to SLSNR ensures the delivery of a lifeguard service in Northland which includes weekday cover, 24/7 aquatic search and rescue services, aquatic community education, sport and recreation activities, leadership development, training volunteers and participation in youth programmes.

With the help of the NRC funding we have been able to undertake aquatic search and rescue activities with other emergency partners, sadly in 2018-2019 there has been seven fatal drownings in Northland with a yearly average of six fatalities in the last 10 years. In the last 12 months we are seeing an increase in aquatic emergency assistance in Northland due to an increase in community coastal activities like rock fishing, bathing and boating. The rate of fatal drownings per 100,000 in Northland is 3.91 where Auckland, with a larger population, has a fatal drowning rate of only 0.63.

#### St John Northern Region

Between **01 January 2019 – 31 December 2019**, ambulance officers responded to **27,270** incidents in Northland and **20,326** were transported to the most appropriate treatment centre.

In June 2019 and June 2020, the Northland Regional Council helped to fund two St John Ambulances. It has made a significant difference in the community, to date.

- Vehicle 980 based in Kerikeri started service in June 2019
- Vehicle 258 based in Kaikohe started service in June 2020

The table shows locations and number of incidents attended by your vehicles.

Category	No. of incidents	Category	No. of incidents
Kerikeri	1,595	Whangarei	12
Kaikohe	305	Rawene	9
Paihia	173	Kohukohu	6
Kawakawa	88	Kaitia	3
Doubtless Bay	40	Tutukaka	2
Russell	31	Dargaville	1
Umawera	18	Tutukaka	1
Rawene	16		

As a charity, we are very grateful to Northland Regional Council for its generous, continued support of St John Services in the region.

The funds have enabled St John to ensure we can provide emergency medical response to all those in need.

### Coastguard Northern Region

Coastguard operates nine units, including Northland Air Patrol, across Northland. Between them, they operate and maintain 13 rescue vessels and one fixed wing aircraft. Each unit is an independent society and registered charity. Crewed entirely by volunteers, they provide year-round Search and Rescue (SAR) and Coastguard services to Northland residents and visitors.

Coastguard takes a multi-pronged approach to saving lives at sea that includes:

- Emergency response: rescue vessels, SAR aircraft, and trained crew, operating independently or centrally coordinated by Coastguard or Police.
- Communications: Coastguard-owned VHF and UHF communications network enables incident management coordination and public boating safety services such as weather forecasting, Nowcasting, and trip and bar crossing services.
- Education: Educating boat owners and users to maximise their enjoyment and minimise their risk. Promoting boating safety messaging, information and highlighting risks to Northland's marine users.
- Old4New in 5 communities between Marsden Point and Houhora.

### Outcomes

Tragically, Northland has seen a significant increase in preventable drowning fatalities, from eight in 2018, to 16 in 2019. A further 17 Northlanders were hospitalised in drowning-related incidents. This places Northland second highest in preventable drowning statistics nationwide, both in real terms and in relation to population.

Coastguard Northland's year in review:



Coastguard's role as a lifesaving and community safety organisation is not limited to prevention of drowning, but includes the full range of maritime activity and provision of assistance to police with land-based activities.

Northland Regional Council's Emergency Services Fund assists Coastguard with the purchase of equipment and the provision of Personal Protective Equipment (overalls, wet weather gear, sea boots, caps and beanies) for volunteers; medical equipment (oxygen kits and oximeters); volunteer training and assessment; repairs and insurance.

Security of funding enables Coastguard to plan more effectively and maximise the value of funding received.

**The full 2020 Annual Report for each of the four recipients can be found at the links provided below.**

### Northland Emergency Services Trust

*Not available on website. Please see Attachment 1.*

**Surf Life Saving Northern Region**

<http://www.lifesaving.org.nz/about-us/slsnr-annual-reports>

**St John Northern Region**

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

**Coastguard Northern Region**

<https://annualreport2020.coastguard.nz/annual-report>

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**Attachments/Ngā tapirihanga**

Attachment 1: NEST Annual Report 2020 [↓](#)



# NORTHLAND REGIONAL COUNCIL EMERGENCY SERVICES FUND

## NEST ANNUAL REPORT OCTOBER 2020





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## INTRODUCTION

The Northland Emergency Services Trust (NEST) is a non-profit organisation that owns and operates the Northland Rescue Helicopter.

We currently operate a fleet of 3 x Sikorsky S-76 helicopters from our base in Whangarei. In the twelve month period to 31/03/2020 we have completed 957 missions, and transported 904 patients to/from hospitals in and out of our region.

NEST is grateful for the financial support we receive from Northland Regional Council, in the form of the annual grant under the Emergency Services Fund and the loan facility provided for the purchase of our new aircraft.

Like most other ambulance operators, we receive only partial funding from the Central Government health agencies (NASO). The balance is covered by the community through sponsorship, donations and grants. Without the support of our sponsors and the Northland public we would simply be unable to provide the service as it exists today.

In 2019, NEST commenced the new Government NASO contract in a joint venture with the Auckland Rescue Helicopter Trust (ARHT). The new joint venture is called Northern Rescue and we have provided some details on the next page about the JV.

Our two new Sikorsky S-76-C++ helicopters have settled into their work and are performing brilliantly. The new livery which prominently features the Northland Regional Council's new logo on the front of the aircraft really stands out !



This report contains a summary of our service and financial performance over the last twelve months. If there are any queries or additional information required we would be pleased to provide this to you upon request.

**Paul Ahlers**  
Chief Executive



## NORTHERN RESCUE HELICOPTER

In 2018, the Ministry of Health and ACC provided a public tender through the National Ambulance Sector Office (NASO) to provide air ambulance services across New Zealand. At the time there were twelve regional providers across NZ, including NEST in Northland. The new tender provided for the country to be divided into three regions (northern, central and southern) and there could be only one provider in each region.

Last year NEST formed a joint venture with the Auckland Rescue Helicopter Trust (ARHT) to bid for the contract in the Northern Region. The Northern Region extends from North Cape all the way down to the Coromandel.

The new joint venture entity is **Northern Rescue** (NRHL), and it effectively brings the combined operations of both NEST and ARHT together to provide services for the entire region. The contract was awarded to NRHL on 31/03/2019 and will expire 31/10/2022.



NRHL is owned 50/50 by both NEST & ARHT and it will be responsible for maintaining the air ambulance operations. All assets including the aircraft will continue to be owned by the two Trusts and leased back to NRHL as the operator. This means that ownership of the NEST assets stays in Northland. We are currently working through the process to complete the transition of the operations from the two Trusts to NRHL and formalising the new structure. In the meantime, both NEST and ARHT are continuing to act as sub-contractors to NRHL.

NRHL has a newly appointed board of directors which includes representatives from both NEST (Paul Ahlers) and ARHT (Simon Tompkins). An independent chairman has been appointed (John Duncan) and additional appointments have been recently announced including the Northland DHB Medical Director (Mike Roberts). A new CEO for NRHL has recently been appointed (Craig Gibbons). Craig has come from running a major air ambulance operation in Australia, and has considerable experience and expertise in this sector.

Once NRHL has been fully established as a stand alone operator, NEST & ARHT will transfer the operational control to NRHL. The Trusts will then be primarily focused on providing financial support to NRHL and will continue to own the assets on behalf of the communities we serve.



## SERVICE PERFORMANCE & KPIS

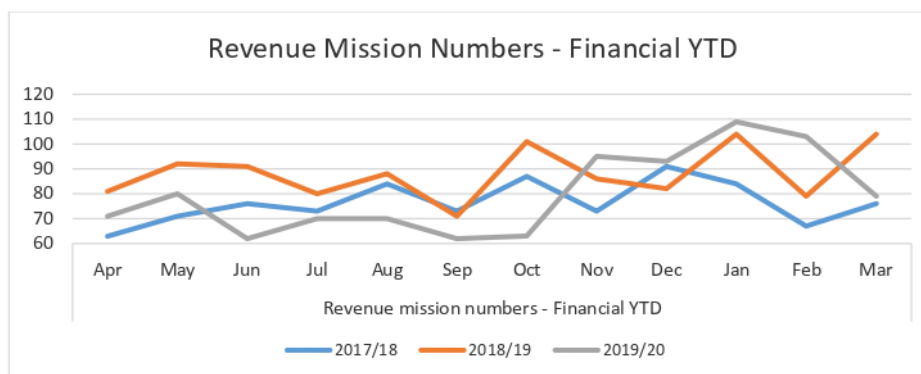
The 2019-20 year was a very busy year for NEST.

At the start of the year we commenced the new NASO contract under the Northern Rescue JV, and we worked incredibly hard to commission the two new S76 C++ aircraft into service. We experienced some delays on the fit-out project and this created some additional pressures which the team coped with extremely well. NEST managed to maintain continuity of service throughout this transition period, and this involved working closely with our Auckland partners.

For the financial year **01/04/19 to 31/3/20**, the comparative YTD stats are : -

	2017-18 RIM	2018-19 RIM	2019-20 SOSO
Revenue Hours	1230.6	1474.8	<b>1096.2</b>
Missions	918	1059	<b>957</b>
Non-Revenue Hours	118	125	<b>262.2</b>
Missions	150	144	<b>266</b>

It should also be noted that the 2019-20 year records hours on a different basis to previous years. The SOSO method (skids on skids off) is approx. 10-15% less time charged than the previous RIM (rotors in motion) model.



The 2019-2020 stats (above) shows 1096 revenue hours against a budget forecast of 1038 hours. This period includes the transition for the new helicopters coming online and the handing of the ADHB IHT transfers to ARHT.

We are expecting a reduction on the non-revenue hours from 262 hours to approx. 150 hours for the 2020-2021 year, following the completion of the C++ type rating training last year.



### Missions by Location

The Northland Rescue Helicopter covers a wide territory right across Northland. The following is a breakdown of the missions completed over the last twelve months by location (constituency).

Coastal South	26
Coastal Central	42
Kaipara	65
Hokianga-Kaikohē	84
Other	87
Coastal North	145
Te Hiku	169
Whangarei Urban	286



### KPI's

Under the new NASO contract, NEST is required to meet required KPI's in terms of our service delivery. The following is an extract of the KPI performance from NRHL's quarterly reporting to NASO. This report covers the last quarter Q4 (1/4/20 to 30/6/20)

No.	KPI	Target	Achieved	KPI MET
KPI001	Clinical Crew Numbers (flights)	25%	95%	ACHIEVED
KPI002	Clinical Crew Skill Capability (flights)	50%	99%	ACHIEVED
KPI003	Urgent pre-hospital air ambulance response times (flights)	90%	98%	ACHIEVED
	- Ardmore	90%	99%	ACHIEVED
	- Whangarei	90%	97%	ACHIEVED
KPI004	Locate Time - Urgent IHT's (flights)	90%	92%	ACHIEVED
KPI005	Operational Availability (hours)	95%	99%	ACHIEVED
	- Ardmore	95%	99%	ACHIEVED
	- Whangarei	95%	100%	ACHIEVED
KPI006	Provider reporting	100%	100%	ACHIEVED
KPI007	Ad hoc information requests	100%	100%	ACHIEVED
KPI008	CAA reporting	100%	100%	ACHIEVED



## FINANCIAL PERFORMANCE

The financials for the year ended 31/03/2020 are being finalised with the auditors at the moment and will be available and published online by the end of October 2020.

In the meantime, we have attached a copy of the draft financials for this period.

The Total Assets for the Trust as at 31 March 2020 are \$16.9M with Net Liabilities totalling \$5.6M leaving a Net Equity of \$11.3M.

The key changes during the year were:

1. NEST purchased a replacement Sikorsky S76C++ helicopter during the previous year (funded by Northland Regional Council loan);
2. NEST carried out significant modifications to that aircraft prior to it being approved by CAA to become operational;
3. NEST also leased a second Sikorsky S76C++ and carried out similar modifications prior to it also becoming operational;
4. NEST retired two older Sikorsky S76A aircraft from the fleet and these were transferred into Inventory (the parts from these aircraft are to be used for maintenance on the other aircraft). Inventory has increased significantly as a result;
5. NEST received a number of grants that were applied to the modifications;
6. A significant amount of NEST cashflow sitting in the Bank Accounts is self-reserving for future maintenance on the aircraft (e.g. future transmission overhauls that cost approx. \$400,000 US per overhaul);
7. Through the receipt of a Bequest during 2019-2020 year, NEST was able to reduce the NRC Loan by \$548,786.







## HEALTH & SAFETY

NEST places safety as its No. 1 priority. Safety is woven into the fabric of the organisation. It is part of our culture.

In 2019, NEST applied to Civil Aviation NZ for approval of its *Safety Management System* (SMS). This programme was formally approved and has been in place now for over a year. Our SMS reporting system is contained within the Air Maestro software recently implemented by NEST. This software allows for the reporting of any hazards, incidents, or near-miss incidents and has comprehensive alert features to provide full visibility & accountability of safety within the organisation.

NEST promotes a *Just Culture* around its safety management, with an environment of trust where personnel are encouraged to report essential safety related information. A *Just Culture* involves managing behavioural choices whilst balancing both system and individual accountability.

NEST has a dedicated safety manager, and appointed safety officers who provide support in the role. We meet monthly to review our safety performance and discuss any new or outstanding issues. These are formal meetings for which minutes are circulated and action lists are actively managed. In addition, NEST conducts an annual safety management review meeting (see audit & compliance).

NEST has had no major incidents or accidents in the last twelve months.





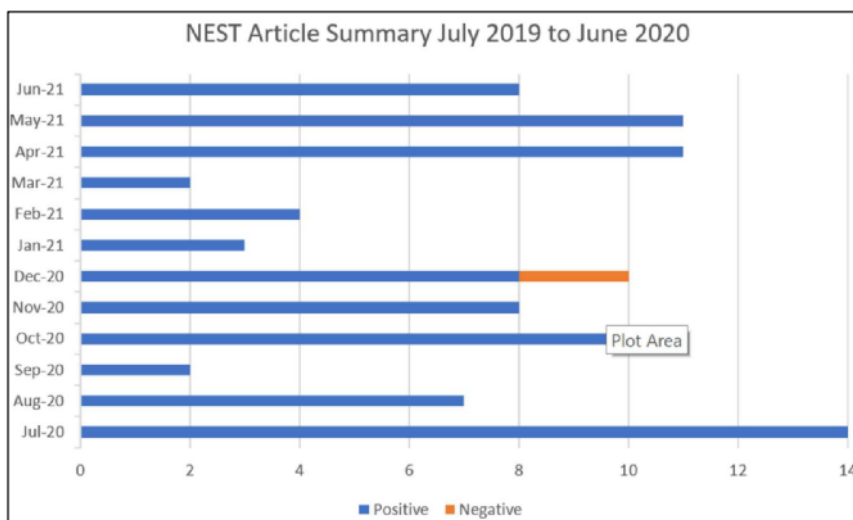
## MEDIA INTEREST

NEST featured in the media 90 times in the 12 month period to 30/06/2020. The vast majority being positive (98%) while 2% were negative. The majority of the positive stories focused on rescues. Media stories of interest during the last 12 months include:

- Pete Turnbull (CEO at the time) celebrating 50 years in aviation and his retirement from NEST
- Introducing the new S76 C++ helicopters
- Retiring ISJ from the fleet which was the first Sikorsky helicopter for NEST

Since April this year, NEST has been publishing previous months missions once a month in The Northern Advocate. This has received positive feedback and is a great way to keep the Northland community informed of recent activities.

There is predominately a spike in media coverage during October and November due to NEST's annual appeal which generates good publicity.





## AUDIT & COMPLIANCE

NEST submits the following summary of certifications and audits in relation to our operational activities. A copy of the current certificates and audit reports are available upon request.

### *Certifications*

The following certifications are currently held:

- CAA Air Operator Certificate – expiry date 4th Sept 2021
- CAA Maintenance Organisation Certificate – expiry date 8th July 2022
- NZS 8156-2019 Ambulance, Paramedicine and Patient Transfer Services and NZ Aeromedical & Air Rescue Standard V2 2013 – expiry date 28th Sept 2021
- ISO 9001-2015 – expiry 28th Sept 2021
- Ambulance New Zealand Membership – expiry 1st January 2021

### *External Audits*

External audits are conducted by regulators, client and accreditation agencies and provide independent verification of safety assurance and compliance.

The following audits have been completed during the reporting period:

- No CAA Rule-based audits during the period.
- TELARC NZS 8156-2019 Ambulance, Paramedicine and Patient Transfer Services and NZ Aeromedical & Air Rescue Standard V2 2013 conducted Apr 2020.

Issues identified during audits:

Issue	Status
No placarded weight limits for stretcher ramps	Open – to be addressed prior to certificate upgrade to NZAARS V3 2018
Hazardous materials training not fully up to speed.	Open – to be addressed prior to certificate upgrade to NZAARS V3 2018
CRM Training to be completed	Completed

### *Internal Audits*

NEST conducts internal audits to provide a level of safety and compliance assurance, and also to identify opportunities for continuous improvement.





Issue	Date	Result
Operations	Sept 2019	Two Findings
Maintenance Control	Sept 2019	Three Findings
Training	Oct 2019	Five Findings
Maintenance	Dec 2019	Nil Findings
Training	Jun 2020	One Finding

#### *Safety Management System - Management Review Meetings*

The purpose of the management review is to verify continuing suitability, adequacy and effectiveness of the Safety Management System and the resultant level of safety performance, along with the identification of opportunities for improvement. This includes the review of Safety Objectives for the period and the setting of Safety Objectives for the next period.

#### Management Review Meetings

Date Completed
Dec 2019
July 2019
July 2020

A copy of the current 2020-21 Safety Objectives is available upon request.





## CULTURAL COMPETENCY

NEST has a longstanding arrangement with local Kaumatua Dick Shepherd who advises the Trust on Maori issues and guides us through local relationships and incidents requiring cultural guidance.

NEST has also developed relationships with whanau of families whose loved ones have died while on missions and carried out blessing ceremonies for our helicopters.

Under the auspices of the new CEO of NRHL, a cultural competency programme is being developed with the assistance of the NRHL medical director and Dr. Lance O'Sullivan. This programme will comprise:

- a) Educational material for staff (video, written and oral content) hosted by our Learning Management system.
- b) Compilation of ethnic data from our Air Maestro system
- c) Guest lectures/seminars from Maori community and health leaders for staff and crew. It is envisaged that these will also be made available to staff in the Central and Southern regions.
- d) Intern programmes for paramedics and doctors of Maori descent

Our plan for development of the program is available upon request.





## SUMMARY

On behalf of NEST, we would like to once again thank Northland Regional Council for your continued support of the rescue helicopter service.

The funding we receive from Council is critical in maintaining this essential community service and it is making a positive difference to the lives of almost 1,000 Northlanders every year.

Our service extends to the furthestmost reaches of our region from Cape Reinga to Auckland, and we are available 24 hours a day, 7 days a week. Based on the current utilisation, we are undertaking 2-3 missions every day and operating at a very high level of performance and safety.

If there is any additional information you require, then please don't hesitate to contact us.

We look forward to continuing our valued relationship with Council as a key partner in delivering this essential community service.

**David Keys**  
Chairman

**TITLE:** **Managed Fund Recommendations and Marsden Maritime Dividend Proposal**

**ID:** A1390888

**From:** Simon Crabb, Finance Manager

**Authorised by Group Manager:** Bruce Howse, Group Manager - Corporate Excellence, on 08 December 2020

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### Executive summary/Whakarāpopototanga

At their meeting on 25 November 2020, the Investment and Property Subcommittee endorsed the following recommendations for council approval:

- That the CEO is authorised to withdraw any excess Long Term Fund gains in Quarter 3 of the current financial year. Note: The intention is to hold these funds in reserve and utilise them in the 2021/22 (next) financial year to reduce the rating burden on the community.
- That the Investment and Property Subcommittee Terms of Reference is amended to authorise the Subcommittee to approve all future withdrawals from the Long-Term Fund, subject to withdrawals being in accordance with the advice of council's Independent Investment Advisor (EriksensGlobal).
- That the council's Statement of Investment Policies and Objectives is amended to reflect council's intention to transition away from unethical investments over the next five years.

In addition, staff propose that any interim Marsden Maritime Holdings (MMH) dividend received in March 2021 is held in reserve, and then utilised in the 2021/22 (next) financial year to reduce the 2021/22 rating increase by:

1. replacing the foregone revenue of \$256K stemming from reduced cruise ship numbers in 2021/22;
2. setting aside up to \$589K to be released as economic development funding in 2021/22;
3. setting aside any residual interim dividend to be drawn on as a funding contribution towards the Enterprise System to reduce future borrow and the consequential interest.

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### Recommendation(s)

1. That the report 'Managed Fund Recommendations and Marsden Maritime Dividend Proposal' by Simon Crabb, Finance Manager and dated 27 November 2020, be received.
2. That the CEO is delegated authority to withdraw any excess Long Term Fund gains in Quarter 3 of the current financial year in line with a Eriksens Global recommendation, and place into Term deposits.
3. That any interim Marsden Maritime Holdings (MMH) dividend received in March 2021 is held in reserve and utilised in 2021/22 to contribute towards the IGR funding requirement, the shortfall in cruise ship revenue, and the financing of the new Enterprise System and held in the Short Term Fund.

4. That the Investment and Property Subcommittee terms of reference is amended to reflect the subcommittee's "delegated authority to approve all transfers between the Long-Term Fund and Short Term Fund, subject to the withdrawals being in accordance with the advice of council's Independent Investment Advisor and reported to the next council meeting".
5. That the Statement of Investment Policies and Objectives is amended to reflect council's intention to transition away from unethical investments over the next five years.

Options

No.	Option	Advantages	Disadvantages
<b>1A</b>	Withdraw (and set aside as 2021/22 funding) any excess managed fund gains in Q3 of the current financial year	<p>Protect the gains generated throughout the year, and have these gains secured in term deposits and reserved for council's 2021/22 working capital requirements, in effect reducing the 2021/22 region wide rating requirement.</p> <p>Confirm and incorporate any surplus gains and the consequential rating reduction into the Final 2021 Long Term Plan.</p>	Earn a lower rate of return, due to holding the withdrawn monies in low returning term deposits.
<b>1B</b>	Do not withdraw any excess gains in Q3 of the current financial year	Potentially earn a higher rate of return by recapitalising the gains back into the Long-Term Investment Fund.	Have an exposure to the risk of losing any gains due to market volatility and the opportunity to use gains as a lever in the 2021 LTP to reduce the rating requirement.
<b>2A</b>	Place any Marsden Maritime Holding Limited interim dividend into reserves to be used in the next financial year	<p>Unbudgeted dividend revenues received in 2020/21 are secured in term deposits and reserved for council's 2021/22 working capital requirements, in effect reducing the 2021/22 region wide rating requirement.</p> <p>Confirm and incorporate any surplus dividends and consequential rating</p>	Current year unbudgeted dividend revenue is not available to fund any potential new projects in the current financial year (2020/21).

		reduction into the Final 2021 Long Term Plan.	
<b>2B</b>	Do not place any Marsden Maritime Holding Limited interim dividend into reserves to be used in the next financial year	Dividends will produce a surplus in the current year and be available to fund any potential new projects.	Forego the opportunity to use any surplus dividends as a lever in the 2021 LTP to reduce the rating requirement.
<b>3A</b>	Amend the Investment and Property Subcommittee Terms of Reference	Efficiency of enabling the Investment and Property Subcommittee to manage withdrawal of gains from the Long-Term Fund and reduce the risk of time delays having a negative impact on investment returns and values.	Council members not attending Investment and Property Subcommittee meetings may lose clarity or understanding around investment discussions and decisions.
<b>3B</b>	Do not amend the Investment and Property Subcommittee Terms of Reference	Full council maintains vision and understanding on the decisions made to withdraw funding from the Long-Term Fund.	Risk losing gains and/or investment capital due to the time delay associated with waiting for a council approval.
<b>4A</b>	Amend council's Statement of Investment Policies and Objectives to reflect council's intention to transition away from unethical investments	Capture and record council's desire to move to an ethically responsible managed fund investment portfolio.	The returns associated with ethical investments may be lower than currently achievable, requiring an alternative revenue stream to be identified to maintain council's current level of operating revenue.
<b>4B</b>	Do not amend council's Statement of Investment Policies and Objectives to reflect council's intention to transition away from unethical investments	Maintain the current fund managers and investments contributing to the existing targeted return benchmark.	Do not hold an approved council resolution to record council's desire to move to an ethically responsible investment portfolio.

The staff's recommended options are 1A, 2A, 3A and 4A.

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## Considerations

### 1. Environmental impact

This decision will have no impact on the ability of council to protectively respond to the impacts of climate change now or in the future. But the removal of investments in fossil fuels will signal Council commitment to addressing the impacts of Climate Change.

### 2. Financial implications

Holding funds in term deposits is a low risk - low return investment option. The opportunity cost associated with a term deposit is the forgone gains that the investment could have earned in the Long-Term Investment Fund. As an indication if \$1m was held in a term deposit for six months at a rate of 1.25%pa it would generate approximately \$33K less than if invested in the Long-Term Fund (assuming the one year average continues at 7.8%). However, investment strategies carry different risk profiles and are subject to different return volatilities. The returns from managed funds can fluctuate over a given time and historical returns do not necessarily form the basis for forecasted returns.

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

### 3. 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.

### 4. Policy, risk management and legislative compliance

Council's Statement of Investment Policies and Objectives, and the Investment and Property Subcommittee Terms of Reference are recommended to be updated to reflect the recommendations of the Investment and Property Subcommittee.

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## Background/Tuhinga

### ***Withdraw any excess Long Term Fund gains in Quarter 3 of the current financial year***

The budgeted gains required as general funding for the current 2020/21 financial year (\$1.7M) were entirely withdrawn and protected in term deposits in September 2020.

To reduce the rating burden in the next financial year (2021/22) it is proposed that any or a portion of the surplus managed fund gains generated between September 2020 and March 2021 are withdrawn, invested in term deposits, and attributed to the Equalisation Reserve. Then, in 2021/22 these gains can be transferred from the Equalisation Reserve and allocated towards the cost of the Enterprise Solution. Effectively this would reduce the rating requirement necessary to finance the overall cost of the Enterprise solution.

By undertaking these transactions in Q3 of this financial year it allows the funding and the consequent reduction of the 2021/22 rating requirement to be confirmed and incorporated into the Final 2021 Long Term Plan.

***Place any interim Marsden Maritime Holdings dividends into reserves***

In the same manner as outlined with excess gains, it is proposed that any current year surplus dividends are taken to reserve and then utilised next year to reduce the 2021/22 rating requirement.

The full year budgeted MMH dividend revenue for the current year is \$1.5m (based on 6.75 cents per share).

Council receives two dividend payments from MMH during each financial year.

- a final dividend payment in September; and
- an interim dividend payment in March.

The actual dividend received in September 2020 was \$2.05M (9.25 cents per share) – which more than achieved the full year budget. Therefore, any interim dividend received in March will be non-budgeted/surplus revenue. As an indication, last financial year council received an interim dividend of \$1.5M (6.75 cents per share).

The placement, in order of priority, of any surplus MMH interim dividends into reserves is:

1. \$256K into the COVID-19 Reinstatement Reserve, held for funding the 2021/22 revenue shortfall arising due to the reduced number of cruise ships.
2. Up to \$589K into the IGR Reserve, held as funding for 2021/22 economic development.
3. Remainder into the Equalisation Reserve, held as funding to smooth the impact of the Enterprise System.

By undertaking these transactions in Q3 of this financial year it allows the funding and the consequent reduction of the 2021/22 rating requirement to be confirmed and incorporated into the Final 2021 Long Term Plan.

***Amendment to the Investment and Property Subcommittee terms of reference***

In November 2020, the Investment and Property Subcommittee was delegated the authority to withdraw the gains budgeted as general funding from the Long-Term Investment Fund.

The recommendation presented in this report proposes the Investment and Property Subcommittee are delegated the authority to approve **ALL** withdrawals from the Long-Term Investment Fund - subject to these withdrawals being in accordance with the advice of council's Independent Investment Advisor.

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**Attachments/Ngā tapirihanga**

Nil



**TITLE:** Financial Report to 30 November 2020

**ID:** A1392727

**From:** Vincent McColl, Financial Accountant

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### Executive Summary / Whakarāpopototanga

This report is to inform council of the year to date (YTD) financial result to November 2020. Council has achieved a YTD surplus after transfers to and from reserves of \$4.24M, which is \$340K favourable to budget (October 2020: \$319K favourable to budget).

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### Recommendation / Ngā mahi tūtohutia

That the report 'Financial Report to 30 November 2020' by Vincent McColl, Financial Accountant and dated 3 December 2020, be received.

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### Report

SUMMARY OPERATING RESULTS			
	000's ACTUAL YTD	000's BUDGET YTD	000's VARIANCE YTD
Revenue (including other gains)	\$ 26,068	\$ 21,978	\$ 4,090
Expenditure	\$ 20,280	\$ 19,349	\$ (931)
<b>NET (COST)/SURPLUS BEFORE TRANSFERS FROM/(TO) RESERVES</b>	<b>\$ 5,788</b>	<b>\$ 2,628</b>	<b>\$ 3,159</b>
Transfer From (To) Special Reserves	\$ (1,544)	\$ 1,275	\$ (2,820)
<b>NET (COST)/SURPLUS AFTER TRANSFERS FROM/(TO) RESERVES</b>	<b>\$ 4,244</b>	<b>\$ 3,904</b>	<b>\$ 340</b>

## Revenue

Year to date revenue is \$26.07M, which is \$4.09M or 18.6% above budget.

YTD REVENUE VARIANCE INDICATORS BY REVENUE TYPE			
	FAV / (UNFAV)		Commentary
	\$	%	
Rates	\$63,171	0.5%	
User Fees and Sundry	\$201,875	7.4%	<ul style="list-style-type: none"> <li>• Higher than budgeted monitoring charges of \$48K</li> <li>• Higher than consent application fees of \$145K</li> <li>• Higher than budgeted poplar and willow nursery sales of \$38K</li> <li>• Unbudgeted prosecution income of \$41K</li> <li>• Higher than budgeted biosecurity materials sold of \$35K</li> <li>Offset by:</li> <li>• Lower than budgeted bus fare box income of \$115K</li> </ul>
Grants and Subsidies	\$1,218,537	43.0%	<ul style="list-style-type: none"> <li>• Unbudgeted wilding conifer removal subsidies of \$898K offset by contractor costs of \$898K</li> <li>• Unbudgeted farm animal welfare grants of \$250k fully offset with unbudgeted grant expenditure of \$250K</li> <li>• Unbudgeted water storage project funding of \$63k fully offset with unbudgeted grant expenditure of \$63K</li> <li>• Unbudgeted MBIE worker redeployment subsidies of \$125K partially offsetting unbudgeted contractor costs of \$152K. The variance between revenue and expenditure is a timing issue.</li> <li>• Unbudgeted NTA subsidies for recovering the cost of additional staff council has employed of \$140K</li> <li>Offset by:</li> <li>• Lower than budgeted Freshwater improvement fund project subsidies of \$198K fully offset by lower than budgeted expenditure of \$198K. This is expected catch up later in the financial year.</li> </ul>
Investment Interest Income	\$59,991	75.1%	<ul style="list-style-type: none"> <li>• Higher than budgeted internal interest on the sporting facilities rate due to a higher reserve balance.</li> </ul>
Investment Property Income	\$12,958	1.2%	
Dividend Income	\$553,573	37.0%	<ul style="list-style-type: none"> <li>• Final dividend of 9.25 cents per share received compared to the budgeted 6.75 cents per share</li> <li>• Surplus dividend has been retained in general funding replacing the planned funding from the equalisation reserve to cover the budgeted dividend shortfall</li> </ul>
Long Term Fund Gains	\$1,416,508	196.6%	<ul style="list-style-type: none"> <li>• Actual October YTD returns of 5.3% are higher than the budgeted 1.60% (4.79% annualised). November gains have been accrued based on advice from Eriksens Global</li> <li>• The required general funding has been withdrawn from the long term fund and will be held in term deposits until required for cashflow.</li> </ul>
Short Term Fund Gains	\$563,498	1731.5%	<ul style="list-style-type: none"> <li>• Actual October YTD returns of 2.8% are higher than the budgeted 0.66% (1.98% annualised). November gains have been accrued based on advice from Eriksens Global. \$111K of the favourable variance to budget relates to council's working capital.</li> </ul>
<b>Total</b>	<b>\$4,090,112</b>	<b>18.6%</b>	

Year to date expenditure is \$20.28M, which is \$931K or 4.8% above budget.

ID: A1392727

Note that across council there is a \$467K favourable salaries variance (YTD October 2020 \$384K favourable variance) predominantly due to the time to complete recruitment of positions identified in the LTP and AP or restored via the Covid-19 Reinstatement Reserve. Some of these have associated external funding.

### ***Transfers to reserves***

For the year to date there has been a net transfer **to** reserves of \$1.54M compared to a budgeted net transfer **from** reserves of \$1.28K. This is predominantly due to:

- \$1.89M more than budgeted transfers to externally managed fund reserves representing higher reinvestment of gains than budgeted.
- \$554K lower than budgeted transfers from equalisation reserve for general funding. This funding was not taken as it was replaced by the additional dividend income.
- \$312K lower than budgeted transfers from the Covid-19 reinstatement reserve as projects, works, and positions aren't occurring as soon as planned. Any savings in these projects will be added back to the reinstatement reserve schedule when the value of them is known.

### ***Capital Expenditure***

Capital expenditure of \$774K is below the YTD budget of \$1.05M due to the timing of capital projects expenditure compared to as budgeted. This is predominantly in the area of targeted rate funded flood works and is expected to be caught up later in the financial year.

### ***Covid-19 Reinstatement Reserve initiatives***

Twenty three initiatives have a funding commitment from the Covid-19 Reinstatement Reserve totalling \$1.52M. This leaves \$184K unallocated at the end of November 2020. The committed initiatives are as follows:

#### ***Projects removed from the 20/21 Annual Plan***

Tangata Whenua capability	\$30,000
Modelling of aquifers	\$100,000
Enviroschools staff and seminars	\$86,565
Pest plant prevention work stream	\$110,000
Biodiversity FIF dune lake position	\$75,131
Biosecurity marine position	\$60,092
Economic policy advisor	\$85,701
Kaiarahi Mahere Māori technical advisor	\$82,784
Northland Inc. business case assessment	\$100,000
Campaigns & engagement coordinator role	\$41,392
Building reconfiguration (capital works)	\$106,000
Biodiversity contractors	\$30,000
Planning & Policy BAU - for LTP contract work	\$10,000
Offsite storage of consents files (building reconfiguration)	\$17,000
Internal Audit BAU	\$27,000
<b>Total AP projects reinstated</b>	<b>\$961,665</b>

#### ***New projects approved by council***

BOI harbour modelling	\$58,000
ReCoCo obligations	\$100,617

Otiria-Moerewa Flood Modelling and Pre-feasibility Study	\$80,000
NRC Water Allocation Tool	\$40,000
Climate change advisor	\$57,511
Storage facility security fence (capital works)	\$65,000
Enterprise system advance	\$55,000
Fan worm eradication	\$98,000
<b>Total new projects</b>	<b>\$554,128</b>
<b>Grand total</b>	<b>\$1,515,793</b>

**Work Programmes, Salaries and Projects removed from, or reduced in, the 2020/21 Annual Plan to remedy the deficit arising from the impact of COVID-19. Listed in no particular order.**

Description of Programme Position or Project	Estimated Amount/Value	Approved/Removed/No decision
Tangata whenua capability and capacity	\$30,000	Approved
Modelling highly allocated aquifers	\$100,000	Approved
Enviroschools staff and seminars	\$86,385	Approved
Off-site storage of consent files	\$17,000	Approved
Pest plant prevention	\$110,000	Approved
Project costs associated with Northern Wairoa and lakes projects (Biodiversity contractors)	\$41,854	Approved at \$30,000.
Conferences and training	<del>\$25,000</del>	Removed
S17a reviews	\$20,890	No decision
Long Term Plan costs	\$10,000	Approved
<del>Communications – casual staff and promotions</del>	<del>\$15,000</del>	Removed
WNW Catchment Group	\$35,352	No decision
Lab testing costs	\$100,000	No decision
Citizen panels	\$10,000	No decision
<del>Backup staff</del>	<del>\$10,000</del>	Removed
FIF Dune Lake Position	\$75,131	Approved
Biosecurity Marine Position	\$60,092	Approved
FIF Wairoa position	\$80,897	No decision
Junior hydrology officer	\$69,000 Operational Exp. \$4,700 Capital Exp.	No decision
<del>National wells database</del>	<del>\$20,000</del>	Removed
Freshwater accounting system	\$100,000	No decision
Māori engagement, Environmental awards extension and Intern	\$68,880	No decision
<del>Coastal water quality consultants</del>	<del>\$7,231</del>	Removed
<del>Reg Services lab testing costs</del>	<del>\$7504</del>	Removed
Reg Services mobile device purchases	\$3,000	No decision
<del>Maritime teams overtime budget</del>	<del>\$15,000</del>	Removed
NIWA Kingfish legal fees	\$10,000	No decision
Economic Policy Advisor Position	\$85,701	Approved

Environmental Science Reporting Officer Position	\$81,894	No decision
Kaiarahi Mahere Māori - Māori technical advisor position	\$101,000 Operational Exp. \$82,784 \$4,700 Capital Exp.	Approved. Reduced to \$82,784.
<del>Northland Māori representation on national committee 'Te Maruata'</del>	<del>7000</del>	<del>Removed</del>
<del>Data asset management</del>	<del>75000</del>	<del>Removed</del>
Campaigns and engagement coordinator position	\$40,000 Operational Exp. \$4,700 Capital Exp.	Approved
Technology upgrades	\$200,000	No decision
Far north poplar and willow nursery manager position	\$70,322	No decision
<del>Eastern Bays Hill country staff</del>	<del>\$82,206</del>	<del>Removed</del>
Painting of Water Street building, vehicle costs	\$104,004	Approved. Redirected this to Union East fencing @ \$65,000
Internal Audit	\$27,000	Approved
IT Consultants and other Corporate Excellent BAU	\$15,000 \$61,210.	Approved. \$10,000 approved for LTP contract work.
Water Street Reception and Ground Floor Meeting Rooms Renovation and fit out:	\$105,663 Capital Exp.	Approved
<b>OTHER ADJUSTMENTS MADE TO 2020/21 Annual Plan to remedy the deficit arising from the impact of COVID-19.</b>		
Utilisation of Community Investment Fund Capital in lieu of Investment income – as Economic Development funding	\$1,700,000	
Utilisation of Community Investment Fund Capital in lieu of Investment and general income – as General funding	\$200,000	
Utilisation of Infrastructure Investment Fund Capital in lieu of Investment and general income – as General funding	\$250,000	
Utilisation of Equalisation reserve as General funding	\$150,000	
Reduction in Economic Development Project Development budget	\$300,000	Approved at \$100,000

## Attachments/Ngā tapirihanga

Nil

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**Authorised by Group Manager**

**Name:** Bruce Howse, Group Manager - Corporate Excellence,  
**Title:** Group Manager - Corporate Excellence  
**Date:** 09 December 2020

**TITLE: Northland Regional Pest and Marine Pathway Management Plan - Annual Report 2019-2020**

**ID:** A1388850

**From:** Don McKenzie, Biosecurity Manager

**Authorised by** Jonathan Gibbard, Group Manager - Environmental Services, on 03  
**Group Manager:** December 2020

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**Executive summary/Whakarāpopototanga**

The Biosecurity Annual Report 2019-2020 is a statutory requirement of the Biosecurity Act. The attached report highlights the significant work undertaken by the Biosecurity team, in partnership with tangata whenua and community groups, and despite the delaying effects on operational projects that Covid-19 has had, many targets have been met and over \$2 million was granted by external funding agencies for biosecurity activities. However, as a consequence of Covid-19, there is an overall under expenditure of approximately \$474,000.

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**Recommendations**

1. That the report 'Northland Regional Pest and Marine Pathway Management Plan - Annual Report 2019-2020' by Don McKenzie, Biosecurity Manager and dated 23 November 2020, be received.
2. That council adopts the Biosecurity Annual Report as the record of actions undertaken during the 2019-2020 year and in accordance with the objectives of the Pest Management and Marine Pathway Management Plan 2017-2027.
3. That the Biosecurity Manager be delegated authority to make any minor design, editing, grammatical or accuracy amendments, prior to the Annual Report being published.

**Options**

No.	Option	Advantages	Disadvantages
1	Council determines not to adopt the Annual Report	Provides an opportunity for changes in the way data is presented or other significant edits.	Delays production of a final copy for wider community and agency distribution. Further extends the delay in meeting the statutory deadline of November.
2	Council adopts the report	The report can be distributed to community and agency networks immediately.	Nil

The staff's recommended option is **Option 2**, that council adopt the Biosecurity Annual Report. It is staff intention that the Annual Report and the results, once adopted by council, will form the basis for greater public engagement and promotion of the work council and our communities do.



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## Considerations

### 1. Environmental impact

This decision is a statutory requirement concerning reporting and will have no direct impact on the environment.

### 2. Community views

This decision is unlikely to have any impact on external agencies, Māori and other interest groups however may be interested in the content and have a view on the progress being made on the performance measures.

### 3. Māori impact statement

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

There are no financial implications of this decision and the Annual Report has been produced using current resourcing.

The preliminary financial statement shows that the total biosecurity budgeted expenditure for 2019-2020 was \$6,734,916. This was an operational surplus due to Covid-19 of 6.6% or \$474,049 as at 30 June 2020. The lockdown of contractors and suppliers during Covid-19 meant that some targets for the year were not met, particularly in pest plant activities.

### 5. Implementation issues

While this decision concerns reporting on operational matters, as indicated above, it is intended that council will seek to communicate these results as broadly as possible so that our community has a good understanding of the work being undertaken.

### 6. Significance and engagement

In relation to section 79 of the Local Government Act 2002, this decision is considered to be of low significance when assessed against council's significance and engagement policy because it has previously been consulted on and provided for in council's Long Term Plan and/or 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.

### 7. Policy, risk management and legislative compliance

This decision is consistent with the requirements of section 100b of the Biosecurity Act 1993.

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## Background/Tuhinga

Northland Regional Council is the management agency responsible for developing and implementing the Northland Regional Pest and Marine Pathway Management Plan 2017-2027 in accordance with the Biosecurity Act 1993 (hereafter referred to as the Pest Plan). The Pest Plan is a combination of the eradication or effective management of specified pests (or groups of pests), and a marine pathway plan is designed to prevent and manage the spread of harmful marine organisms via boat hull fouling within Northland coastal waters.

An Operational Plan is prepared and reviewed annually as a requirement of the Biosecurity Act 1993 (section 100B). It describes how the Pest Plan will be implemented for a given year. Council has a

statutory requirement under the Act to report on progress in implementing the Pest Plan by the end of November. Unfortunately, this year the Biosecurity Annual Report has been delayed due to Covid-19 and staff shortages in the Biosecurity team. While council should always strive for total compliance with statutory requirements, in this particular case, there are no statutory consequences for the late adoption of an Annual Report on an Operational Plan.

This Annual Report on the Operational Plan 2019-2020 (**attached**) is the second produced under the 10-year Pest Plan. The report notes progress made against aims, objectives and key performance indicators contained in the Operational Plan and expands on these where appropriate.

### **Summary of results**

Data shows that Covid-19 had a direct impact of project and programme delivery with a lower number of public enquires being received, 5,100 for the year compared with 6,836 in 2018-2019. In addition, approximately 23% fewer predator traps were provided to Northlanders for the year. Diver survey of hulls however were able to be maintained as this work fell outside the main Covid-19 period and data from the marine programme shows that 2,048 vessel hulls were surveyed – 48 more than the target of 2,000 for the year. Strong partnerships were also forged with a wide number of stakeholders, including Northland Rugby, to help build awareness of kauri dieback. Staff were also able to continue to train the public in weed workshops and in NZQA credits for pest management.

Council was also awarded over \$2 million of external funding during the year for work including the removal of wilding pines, control of Manchurian wild rice and Predator Free 2050.

### **Staff awards**

Despite the effects of Covid-19 there were also some remarkable achievements including our Partnerships and Strategy Manager, Kane McElrea, being awarded two national awards. Kane won the coveted emerging leader category at the New Zealand Biosecurity Awards in November 2019, in recognition of his work in forging sustainable communities and iwi-led biosecurity programmes, particularly to help protect Northland's kiwi. Following this in May 2020, Kane was also awarded the Brookfield's Emerging Leader of the Year Award from the Society of Local Government Managers. This recognises Kane as someone under the age of 35 whose work has positively influenced community-based pest control initiatives.

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## **Attachments/Ngā tapirihanga**

Attachment 1: Northland Regional Pest and Marine Pathway Management Plan - Annual Report 2019-2020 [↓](#)

# Biosecurity Operational Report

## Northland Regional Pest and Marine Pathway Management Plan - Annual Report 2019-2020



**DRAFT 2**



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*Cover Photo Credits:*

*Kauri dieback infected trees – Gavin Clapperton, Northland Regional Council*

*Kiwi chick – Todd Hamilton, Backyard Kiwi*

*Heavily fouled boat hull, Mangonui Harbour – Kathryn Lister, Northland Regional Council*

*Manchurian wild rice – Matt Johnson, Northland Regional Council*



## 1. Kia ora and welcome

Together we've achieved many of our pest management goals over the past year (July 2019 to June 2020), despite the challenges of Covid-19 – so it's with great pride that we share these results as part of our annual report on the Northland Regional Pest and Marine Pathways Management Plan 2017-2027.

Northland Regional Council focuses on enabling our communities to deliver pest action, preventing and managing the pests which negatively impact our forests, wildlife and regional economy. We feel privileged to play a part in this work and admire how effective our communities are at protecting native species and our most valued habitats on private land (which also provides much needed employment for Northlanders).

Within these pages you'll see the progress we've made on enabling our community led trapping to protect kiwi and other wildlife and learn more about initiatives such as Predator Free 2050 and the National Wilding Conifer Control Programme. We're also excited to share what is happening with the weed action groups, and the interest in weed workshops and other knowledge sharing events our staff are involved in.

We present a feature on kauri dieback and the progress being made to build awareness and reduce

the spread of kauri dieback disease. A partnership with Northland Rugby has greatly assisted this campaign: two wonderful educational videos resulted in more than 80,000 views on our Facebook page.

Our marine biosecurity staff have successfully surveyed more than 50% of the Northland vessel fleet, checking for marine pests. They've also been working closely with counterparts from Auckland, Bay of Plenty and Waikato and the crown ministries of MPI and DOC on a Clean Hull Plan – the first of its kind in New Zealand. The plan aims to provide a more coordinated, consistent approach to marine biosecurity, and public submissions will be sought in mid 2021.

It's also a great pleasure to highlight the huge achievements of one of our biosecurity staff, Kane McElrea, who in the past year won two national awards for his services to biosecurity and building community partnerships.

We trust you will find the 2019-2020 annual report of interest, and again congratulate everyone undertaking pest control on their own land. These efforts contribute to our long-term vision of a pest free Northland, and we welcome your ideas about future work.

**Malcolm Nicholson**  
Chief Executive

**Jack Crow**  
Chair Biosecurity and Biodiversity  
Working Party



The Biosecurity team visit Tane Mahuta, December 2019



## 2. Introduction

### Background

The Northland Regional Council (council) is the management agency responsible for developing and implementing the Northland Regional Pest and Marine Pathway Management Plan 2017-2027 in accordance with the Biosecurity Act 1993. The Pest Plan is a combination of the eradication or effective management of specified pests (or groups of pests), and a marine pathway plan designed to prevent and manage the spread of harmful marine organisms via boat hull fouling within Northland coastal waters.

An Operational Plan is prepared and reviewed annually as a requirement of the Biosecurity Act 1993 (section

100B). It describes how the Pest Plan will be implemented for a given year. Council has a statutory requirement under the Act to report on progress in implementing the Pest Plan, within five months of the end of the relevant financial year.

This Annual Report on the Operational Plan 2019-2020 is the second produced under the 10 year Pest Plan. The report notes progress made against aims, objectives and Key Performance Indicators (KPI's) contained in the Operational Plan and expands on these where appropriate.

### Implementation Programme



## Practical Pest Management

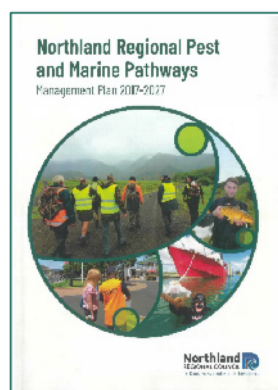
Council achieves practical pest management by:

- Requiring landowners and/or occupiers or other persons to adhere to pest or pathway management rules (eg. pests controlled, pathways managed, management plans prepared, and the presence of pests reported).
- Undertaking inspections of properties and places for a variety of outcomes (e.g. to determine whether pests are present, that rules and management programmes are being complied with and monitoring effectiveness of control).
- Carrying out direct control (service delivery) of high threat pests where council is best placed to coordinate control efforts (eg. pests that are difficult to identify and/or control, distributing biological control agents, traps and herbicides and work on a user pays basis).
- Promoting awareness and education on what good biosecurity management looks like. To help occupiers and communities control pests the council provides practical advice and advocacy material around impacts of pests and pathways of pest spread. This includes working co-operatively with other agencies and stakeholders, contributing to research, cost sharing with others and promoting 'good practice' guidelines to control pests.
- Supporting community led pest management activities through non regulatory approaches such as council's biosecurity partnerships.

## Report format

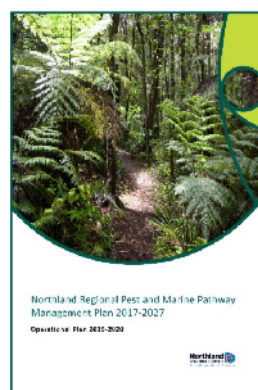
This report should be read in conjunction with the:

### Northland Regional Pest and Marine Pathway Plan 2017-2027



<https://www.nrc.govt.nz/media/uhudlio4/northlandregionalpestandmarinepathwaymanagementplan20172027.pdf>

### Operational Plan 2019-2020



Sections 1 to 4 set the scene for the need for the report based on the programmes implemented, and the actions carried out by council as the management agency. Section 5 provides a financial overview for expenditure during the year.

Sections 6 to 10 comprise the main part of the document and report on the five pest management

implementation programmes in the same order as set out in the Pest Plan. Programme activities and key performance measures are listed in left hand columns. The comments in right hand columns and the row below note achievements (or the reasons why a performance measure has not been met). Supplemental reporting material is detailed in the appendices.



### 3. Structure of Biosecurity

Biosecurity was restructured in 2019 resulting in the creation of four teams led by the Biosecurity Manager.

#### Partnerships

Responsible for delivery of biodiversity restoration projects controlling sustained control pest animals. Management of programmes is generally outside of the Pest Plan and includes:

- Community Pest Control Areas (CPCA's) – a way of assisting communities to manage pests on private land.
- High Value Areas (HVA's) – specifically identified areas of high biodiversity, cultural, recreational or economic value.
- Predator Free 2050 – landscape scale eradication programmes.
- Biofund (Environment fund) – small management agreements and grant funding to establish pest control projects.
- Significant biosecurity partnerships – such as the Northland Regional Council – Kiwi Coast partnership.

#### Pest Plants & Freshwater

Responsible for delivery of both the:

- Pest plant programme (exclusion, eradication, progressive and sustained control plant pests).
- Freshwater pest programme (exclusion, eradication, progressive and sustained control freshwater pests).

#### Incursions & Response

Responsible for delivery of:

- Wild animal control (large exclusion and eradication pest animals).
- Sustained control disease (kauri dieback).
- Incursion response as required.
- Freshwater Check, Clean, Dry programme.

#### Marine

Responsible for the delivery of the:

- Marine Pathway Plan.
- Sustained control marine pests programme.



## 4. Pests species in the plan

Northland's Pest Plan contains **146** species. A breakdown on the number and types of pests along with a detailed listing of the pests included is detailed in the tables below and overleaf.

Type of Pest	Number of Species (or groups of species) in the Pest Plan					Total
	Exclusion	Eradication	Progressive Control	Sustained Control	Banned from sale or distribution	
Plants	13	22	5	18	38	96
Animals	11	3		12		26
Diseases				1		1
Fresh water	3	8	3	2		16
Marine				7		7
Total	27	33	8	40	38	146



## Pest species included in the plan

Pest Type	Exclusion Species	Eradication Species	Progressive Containment
Plants	Asiatic knotweed Chinese knotweed Climbing spindle berry Giant hogweed Giant knotweed Holly-leaved senecio Houttuynia Noogoora bur Old man's beard Phragmites Purple loosestrife Sea Spurge Velvetleaf	Akebia Balloon vine Bat-wing passionflower Cape tulip Cathedral bells Chilean rhubarb Evergreen buckthorn Field horsetail Firethorn Gypsywort Lesser knotweed Mexican feather grass Mickey mouse plant Monkey musk Nassella tussock Nutgrass Royal fern Spartina species including: <i>Spartina alterniflora</i> <i>Spartina anglica</i> <i>Spartina townsendii</i> Wilding kiwifruit Yellow flag iris	African feather Grass Lantana (all varieties) Manchurian wild rice Mile a minute Pultenaea
Animals	Bearded dragon Big headed ant Blotched blue tongued skink Common blue tongued skink Indian ring-necked parakeet Rainbow lorikeet Rook Sulphur crested cockatoo Wallaby (all <i>Macropus</i> , <i>Petrogale</i> and <i>Wallabia</i> species)	Feral deer including all species and hybrids of: <i>Cervus</i> <i>Dama</i> <i>Odocoileus</i>	
Disease			
Fresh water	Entire marshwort Orfe Water poppy	Eastern water dragon Eel grass Nardoo Red-eared slider turtle Salvinia Senegal Tea Snake-necked turtle Water hyacinth	Koi carp Perch Tench
Marine			

Pest Type	Sustained Control	Banned from Sale and Distribution	
Plants	Bathurst bur Brazilian Pepper tree Gorse Gravel Groundsel Phoenix palm Privet (Ligustrum) including: <i>L. lucidum</i> (tree privet) <i>L. sinense</i> (Chinese privet) <i>L. ovalifolium</i> (privet) <i>L. vulgare</i> (common privet) Queen of the night Rhus tree Wild ginger including: Yellow ginger Kahili ginger Wilding conifers including: <i>Pinus contorta</i> Douglas fir Maritime pine Radiata pine Woolly nightshade	Agapanthus Black-eyed Susan Broom Brush wattle Buddleia Camphor laurel Cape honey flower Cape ivy Century plant Coastal banksia Cotoneaster incl: <i>C. glaucophyllus</i> <i>C. franchetii</i> Eleagnus Elephant's ear English ivy Furcraea German ivy Greater bindweed Hakea Himalayan fairy grass Himalayan honeysuckle	Jasmine Kangaroo acacia Lily of the valley vine Oxylobium Paperbark poplar Periwinkle Prickly moses incl: <i>Acacia verticillata</i> subsp. <i>cephalantha</i> <i>A. v. subsp. ruscifolia</i> Sexton's bride Sharp rush Sycamore Sydney golden wattle Taiwan cherry Velvet groundsel
Animals	Argentine ant Darwin's ant Feral and stray cats Feral goat Feral pig Mustelids incl: Ferret Stoat Weasel Possum Rabbit Rodents incl: Norway rat Ship rat		
Disease	Kauri dieback		
Fresh water	Brown bullhead catfish Rudd		
Marine	Asian paddle crab Australian droplet tunicate Japanese Mantis Shrimp Mediterranean fan worm Pyura sea squirt Styela sea squirt Undaria seaweed		

## 5. Financial summary

Council's Long Term Plan 2018 - 2028 provides the necessary funding (via rates and user charges) for the operational and planning activities associated with biosecurity and pest management carried out by Northland Regional Council. Additional external funding grants have been secured to supplement council investment in pest management.

### External Funding 2019-2020

During the course of the year \$2,042,226 of external funding grants were allocated from the Ministry for Primary Industries, the Department of Conservation and other sources. \$703,556 of this funding was included in the revised departmental budgets and expenditure is detailed in the table below. Of the \$2,042,226 funding awarded, \$675,948 was deferred to complete the agreed works.

Strong partnerships have been forged with the Ministry for Primary Industries and Predator Free 2050 directorships and these have resulted in significant financial contributions to pest management programmes. Staff are committed to further

strengthening these relationships and showcasing the value of collaborative action with crown agencies and Māori.

### Unbudgeted Expenditure 2019-2020

#### Marine incursion funding

This funding was allocated from the Ministry for Primary Industries as part of a cost share agreement for marine incursion response. This revenue is invoiced after expenditure is incurred and does not appear in departmental revenue or expenditure budgets.

#### Wilding Conifer Control Project

This funding was allocated from the Ministry for Primary Industries as part of the Wilding Conifer Control Project in early 2020 (\$190,000). In March 2020, the funding was supplemented as part of the government's Covid-19 response by an additional \$1,000,000. Wilding conifer control work funded by these grants was delayed two months by New Zealand's Covid-19 response and the funded project work completed by end August 2020.

Biosecurity Activities 2019- 2020	Revised Budget	Actual Expenditure
Biosecurity Overheads <sup>1</sup>	\$2,303,643	\$2,507,515
Partnerships <sup>2</sup>	\$2,781,090	\$2,246,423
Pest Plants and Freshwater	\$965,596	\$929,712 <sup>3</sup>
Diseases and Incursions <sup>4</sup>	\$567,033	\$476,680
Marine	\$591,603	\$574,587 <sup>5</sup>
<b>Total Budgeted Expenditure</b>	<b>\$7,208,965</b>	<b>\$6,734,916</b>
<b>Additional Biosecurity Activities (unbudgeted)</b>		
Marine incursion response (cost share agreement)		\$71,462 <sup>5</sup>
Wilding Conifer Control Project <sup>6</sup>	–	\$575,445
<b>Total Biosecurity Expenditure</b>		<b>\$7,381,823</b>

The total biosecurity budgeted expenditure for 2019-2020 was **\$6,734,916**. This was an operational surplus due to Covid-19 of **6.6%** or **\$474,049** as at 30 June 2020.

<sup>1</sup> Includes staff training, vehicle running costs, regional and national working group costs, administration staff, and council support services.

<sup>2</sup> Includes sustained control animals, Predator Free Whangārei, and materials for resale.

<sup>3</sup> Expenditure includes \$70,012 of carry forwards for incomplete eradication and roadside weed contracts.

<sup>4</sup> Includes eradication and exclusion animals.

<sup>5</sup> Marine expenditure split to reflect \$71,462 of unbudgeted supplementary Ministry for Primary Industries subsidies for marine incursion response.

<sup>6</sup> Ministry for Primary Industries funding as part of the Wilding Conifer Control project and Covid-19 response funding.



## 6. Pest plants



Manchurian wild rice at Tangowahine



2019-2020 at a glance – pest plants




## 6.1 Exclusion plants

### Key points of the exclusion pest plant programme

- Enforcement of rules relating to exclusion plants.
- Eradication of exclusion plants found in Northland.
- Inspection / enforcement of rules relating to plant nurseries and retail outlets (National pest plant accord).

### Progress in achieving aims

Performance Measure	Result	Details						
<b>Identify new sites</b> New incursion sites of exclusion plants are identified.	Achieved	<table> <tr> <th></th><th>2018-19</th><th>2019-20</th></tr> <tr> <td>Confirmed incursions</td><td>0 *</td><td>0</td></tr> </table> <p>* Two potential incursions referred to other authorities in 2018-2019.</p>		2018-19	2019-20	Confirmed incursions	0 *	0
	2018-19	2019-20						
Confirmed incursions	0 *	0						
<b>Houttuynia</b> Officers detected one new, relatively small Houttuynia incursion in the early stages of establishment in a public site.  There was one report of Old Man's Beard investigated and confirmed as being the exotic lichen <i>Tillandsia usneoides</i> . This species is not known to be invasive with only one naturalised record in the herbarium, possibly from a bird's nest.								
<b>Incident investigation and response</b> <ul style="list-style-type: none"> <li>• Initial investigations for all reports undertaken within 5 working days.</li> <li>• Response plans developed and implemented within 20 working days.</li> </ul>  <p>New <i>Houttuynia cordata</i> incursion, November 2019</p>	Achieved	<p>Initial investigation was undertaken within 5 working days and response plan prepared and implemented within 20 working days. Two associated sites were found during the extended search and are included in surveillance and control.</p> <p>Ongoing surveillance at the pre-existing Houttuynia site (three times per annum) has found a single seedling on the last two visits.</p>						
<b>Interagency collaboration</b> Collaborate with Regional Councils, Ministry for Primary Industries (MPI), other Crown agencies and stakeholders to prevent spread into Northland.	Achieved	<ul style="list-style-type: none"> <li>• <b>Biosecurity Working Group:</b> The Biosecurity Manager – Partnerships &amp; Strategy is chair of the industry Special Interest Group.</li> <li>• <b>MPI – Velvetleaf familiarisation:</b> Staff visited Auckland sites to increase familiarity with species, growing conditions and risk factors.</li> <li>• <b>MPI – Field Day Participation:</b> MPI staff attended the Northland Field Days with a live plant specimen to increase awareness.</li> <li>• <b>Velvetleaf Surveillance:</b> Council staff are taking over inspection of one Northland velvetleaf surveillance site from MPI.</li> </ul>						

## 6.2 Eradication Plants

### Key points of the eradication pest plant programme

- Enforcement of rules relating to eradication plants.
- Eradication of eradication plants found in Northland.
- Inspection / enforcement of rules relating to plant nurseries and retail outlets (National pest plant accord).










### Progress in achieving aims









Performance Measure	Result	Details																														
<b>Identify new sites</b> New incursion sites of eradication plants are identified.  <i>Bracketed figures in italics are new sites identified from public reports.</i>	Achieved	<table> <tr> <th>New sites identified for</th><th>2018-19</th><th>2019-20</th></tr> <tr> <td>Bat-wing passionflower</td><td>17 (6)</td><td>31 (5)</td></tr> <tr> <td>Mickey mouse plant</td><td>55 (16)</td><td>16 (2)</td></tr> <tr> <td>Yellow flag iris</td><td>3 (2)</td><td>4 (1)</td></tr> <tr> <td>Evergreen buckthorn</td><td>2</td><td>2</td></tr> <tr> <td>Spartina</td><td></td><td>1 (1)</td></tr> <tr> <td>Mexican feathergrass</td><td></td><td>1 (1)</td></tr> <tr> <td>Wilding kiwifruit</td><td></td><td>1 (1)</td></tr> <tr> <td>Firethorn</td><td></td><td>1</td></tr> <tr> <td>Akebia</td><td></td><td>1</td></tr> </table> <p>Significant effort was invested in undertaking extended searches beyond known infestation areas, resulting in new sites being detected, particularly for batwing and Mickey Mouse Plant. The effectiveness of eradication work is predicated on having a reasonably high certainty that the majority of infestation sites are known, by undertaking active surveillance beyond known infestation areas. Additional investigations:</p> <p><b>Balloon vine</b> Extended search undertaken beyond the known balloon vine infestation area – nothing found.</p> <p><b>Firethorn</b> Three reports proved to be different species or potential hybrids.</p> <p><b>Yellow flag iris</b> A yellow flag infestation area was confirmed but was out of region.</p>	New sites identified for	2018-19	2019-20	Bat-wing passionflower	17 (6)	31 (5)	Mickey mouse plant	55 (16)	16 (2)	Yellow flag iris	3 (2)	4 (1)	Evergreen buckthorn	2	2	Spartina		1 (1)	Mexican feathergrass		1 (1)	Wilding kiwifruit		1 (1)	Firethorn		1	Akebia		1
New sites identified for	2018-19	2019-20																														
Bat-wing passionflower	17 (6)	31 (5)																														
Mickey mouse plant	55 (16)	16 (2)																														
Yellow flag iris	3 (2)	4 (1)																														
Evergreen buckthorn	2	2																														
Spartina		1 (1)																														
Mexican feathergrass		1 (1)																														
Wilding kiwifruit		1 (1)																														
Firethorn		1																														
Akebia		1																														
<b>Incident investigation and response</b> Response to reports from the public on eradication plants will be initially responded to within 5 working days and actions completed within 20 days.	Not achieved	<table> <tr> <th></th><th>2018-19</th><th>2019-20</th></tr> <tr> <td>Incidents reported</td><td>36</td><td>26</td></tr> </table> <p>Of the 26 reports responded to, 8 took longer than the target response time.</p> <p>The shortfall in staff and contract capacity raised in 2018-2019 Operational Report remains. These significant capacity issues and scheduling constraints mean it is not always possible to investigate and complete actions within the targeted periods. Annual plan and Long-term plan bids have been completed to address this.</p>		2018-19	2019-20	Incidents reported	36	26																								
	2018-19	2019-20																														
Incidents reported	36	26																														



This new management site of eradication plant **Mexican feather grass** was not suitable for herbicide treatment, so was dug out and double bagged for disposal.



New performance measure – eradication plant management site visits 2019-2020			
<b>Best practice management</b> All management sites visited on scheduled best practice rotation.		<b>Achieved in part</b>	See species specific details below
There are currently 776 small scale pest plant management sites, and 200 moderate to large scale pest plant management sites spread across the Northland region that require inspection and control. The capacity constraints raised in the 2018-2019 Operational Report were still an issue in 2019-2020, preventing best practice with regard to frequency of inspections. This was compounded by the Covid-19 lockdowns and subsequent restrictions on contractor travel and budget. Annual plan and long term plan bids have been completed to address this.			
Eradication plant management site visits 2019-2020			
Eradication plant		Results	Details
	Akebia	Achieved in part	Annual inspection and control achieved but inspection frequency is still at approximately 9 monthly intervals whereas the target is 6 monthly for all active sites.
	Balloon vine	Achieved	Two inspections, control and extended surveillance activity undertaken.
	Bat-wing passionflower	Achieved in part	A significant proportion of sites did not receive their third treatment for the year because of the impacts of the Covid-19 lockdowns on top of existing capacity issues. The target of 4 monthly visits of all 250 smaller sites and the extensive grid search work required for the large bush areas remains difficult to meet because of capacity issues. Significant effort was put into extended surveillance which adds to workloads, but the discovery of a large number of previously unknown sites with significant adult plants highlights the importance of resourcing this work.
	Cape tulip	-	Managed by Ministry for Primary Industries.
	Cathedral bells	Achieved in part	Met for Surveillance status sites, however inspection and control frequency is still only annual, whereas the target is 6 monthly for all active sites and several sites missed treatment during Covid-19.
	Chilean rhubarb	Not achieved	Annual inspection period impacted by Covid-19 and staff resourcing. Scheduled for December 2020
	Evergreen buckthorn	Not achieved	Auckland based contractors were unable to travel to undertake abseil and grid search contracts because of Covid-19. Staff capacity issues also make the target of 6 monthly inspection difficult to achieve. Contracts have been prioritised in 2020-2021.
	Field horsetail	Achieved	Annual inspection and control undertaken.
	Firethorn	Not achieved	Not achieved because of the impacts of the Covid-19 lockdowns on top of existing capacity issues.
	Gypsywort	-	Managed by Department of Conservation and Fish and Game.
	Lesser knotweed	Achieved	Previous record was data deficient. Site located and controlled. Target 6 monthly to achieve eradication of single site more rapidly.

Eradication plant management site visits 2019-2020			
Eradication plant		Results	Details
	Mexican feather grass	Not achieved	Not achieved because of the impacts of the Covid-19 lockdowns on top of existing capacity issues.
	Mickey mouse plant	Achieved	The target of biannual inspection and control achieved; however, it does not seem to be sufficient to prevent seeding (based on the number of adults plants recorded). This is most likely because of small plants being missed on prior rotations, and no extended surveillance being able to be undertaken in the past.
	Monkey musk	Achieved	Two inspections, control and extended surveillance activity undertaken.
	Nassella tussock	Achieved in part	Extensive searching was undertaken in active status sites at Taupo Bay and Whananaki. Extended search of long-term surveillance status sites was not possible because of capacity issues. Effective large scale grid search in sites that are regenerating bush is very labour intensive and there are no local trained contractors available for this work.
	Nutgrass	Achieved	Two inspections and control undertaken.
	Royal fern	Not achieved	Extended surveillance work and drone survey follow up was delayed by Covid-19. This has been rescheduled to late summer 2020-2021 for drier ground conditions.
	Spartina species	Not achieved	Not achieved because of the impacts of the Covid-19 lockdowns on top of existing capacity issues.
	Wilding kiwifruit	-	No sites prioritised for follow up. Programme and sites will to be reviewed in 2020-2021.
	Yellow flag iris	Achieved	Currently targeting annual control during flowering period. Six monthly treatments would reduce time to eradication for larger sites, but would require additional capacity.

## Passions entwine at Hurupaki School

Enthusiastic weed warriors from Hurupaki School led to the discovery of a large infestation of batwing passionflower. Passions entwined when super sleuths from the school's DIP (Dive into Passions) group found a single batwing passionflower seedling while foraging for weeds in the school's wetland area.

"It was really exciting," said one of the 12 members of the DIP group, which is supported by the EnviroSchools programme. "We were out in the wetlands putting pink ribbons on all the pest plants in the area when we saw this funny looking little plant we hadn't seen before. I've seen the batman logo and I thought its leaves looked like a batwing."

The find was reported to the council biosecurity team who took up the search finding large vines smothering the native tree tops. A drone, saws and various tools were used to find and remove the vines completely.



*The removed batwing passionflower vines.*



*Hurupaki School  
weed warrior*

The new management site will require regular surveillance and control for several years and the school's students will be a valuable asset in the battle to stop the spread of the pest plant.

The school principal says the school's proximity to Pukenui Forest makes the task even more important because of the heightened risk.

"I have a real philosophy about our children being engaged with the world to make it a better place," she said. "This is part of their role as kaitiaki of the school's wetlands area."

New Performance Measure – Number of mature eradication plants 2019-2020 (baseline measurement)			
<b>Decrease in seeding plants</b> Decrease in number of mature plants in existing sites.		<b>New measure</b>	This new measure will be used to demonstrate whether inspection and control frequencies have been successful in preventing eradication plants from maturing, preventing the risk of spread to new sites. Baseline data for comparison for future years has been collated below.
Eradication plant		No adults	Details
	Akebia	3 sites	Existing sites with mature foliage.
	Balloon vine	0	No mature plants since March 2019.
	Bat-wing passionflower	72	Mature plants at 39 existing sites (15% of all existing sites).
		166	Mature plants found at 17 new sites (55% of all new sites) through extended surveillance work.
	Cathedral bells	2 sites	Existing sites with mature foliage.
	Chilean rhubarb	18	Mature plants at 5 existing sites.
	Evergreen buckthorn	29	Mature plants at 7 existing sites (16% of all existing sites).
		16	Mature plants at 2 new sites through extended surveillance work.
	Field horsetail	0	No mature plants since 2015.
	Firethorn	1 site	Adult foliage found at 1 existing site.
		1	Adult plant at 1 new site.
	Lesser knotweed	1 site	Existing site with mature foliage.
	Mexican feather grass	0	No mature plants at existing sites.
		1	Mature plant at 1 new site.
	Mickey mouse plant	207	Mature plants at 84 existing sites (17% of all existing sites).
		18	Mature plants at 6 new sites (38% of all new sites) through extended surveillance work.
	Monkey musk	2 sites	Mature foliage present at 2 sites.
	Nassella tussock	1	Mature plant at 1 existing site.
	Nutgrass	0	No adult plants since March 2016.
	Yellow flag iris	13 sites	Existing sites with mature foliage.
		4 sites	Mature foliage present at 4 new sites.

## 6.3 Progressive Containment Plants

### Key points of the progressive containment pest plant programme

Council staff will aim to eradicate populations outside the containment zone and reduce the size of the containment zone through a variety of control methods, including but not limited to spraying.

Council staff will also support communities to reduce the impact of progressive containment pests through several regulatory and non-regulatory biosecurity programmes.

### Progress in achieving aims

Performance Measure	Result	Details		
<b>Response to public reports</b> Reports from the public on progressive containment pests will be responded to within 5 working days.	Not achieved		2018-19	2019-20
		Public reports	7	8
		Of the 8 reports responded to, 3 took longer than the target response time.		
The shortfall in staff and contract capacity raised in 2018-2019 Operational Report remains. These significant capacity issues and scheduling constraints mean it is not always possible to investigate and complete actions within the targeted periods. Annual plan and Long-term plan bids have been completed to address this.				

### Annual status reports

Annual reporting on the status and number of new sites of all progressive containment plants is required in the Pest Plan. With the exception of Manchurian wild rice, the 2019-2020 status reports are detailed below. The Manchurian wild rice programme is funded by the Ministry for Primary Industries and reported on separately – only highlights from the programme are reported here.

### Manchurian wild rice – annual status report

This programme is carried out in partnership with the Ministry for Primary Industries as part of the National Interest Pest Response Programme (NIPR), and an annual report produced separately. The 2019-2020 programme report is summarised below.

Manchurian wild rice



### Work outside containment (intransigent) zone:

The program in Northland is based on progressive containment, prioritising sites outside of the Intransigent zone (centred around the core river infestations) for eradication. Significant work has been completed this year including:

- Re-structuring the database to be better able to report against the Ministry for Primary Industry's T.I.M.E<sup>7</sup> classifications.
- An improved system for extracting more detailed job sheets from the database for contractors to reference in the field.
- More intensive contractor induction and training to increase the intensity of control at difficult sites.

This has resulted in improved efficiencies and better outcomes for the program that will have ongoing benefits for next years' control and the years beyond.

<sup>7</sup> T = treatment, I = interim, M = monitored, E = eradicated.



The target for all active sites receiving two treatments or inspections was not met. The Covid-19 restrictions and lockdown severely impacted the programme, but contractors and staff were still able to achieve two treatments at 56% of treatment sites and see infestation reductions and status change at several sites (refer below).

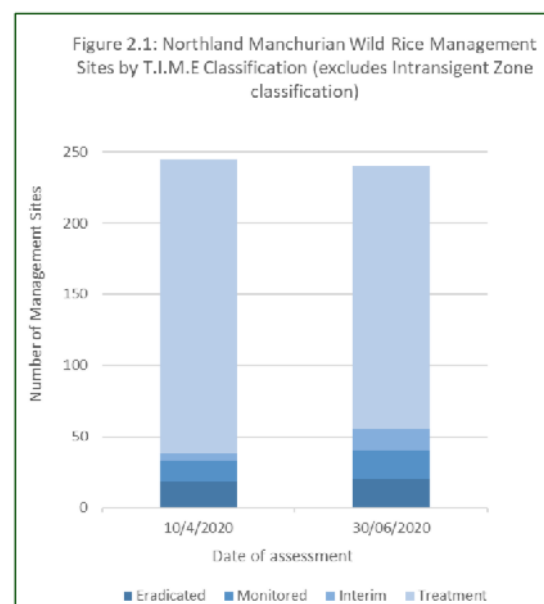
Sites that underwent status change during 2019-2020			
Positive change		Negative change	
Treatment to Interim	10	Interim to Treatment	3
Interim to Monitored	9	Monitored to Interim	0
Monitored to Eradicated	1		

In addition, a conservative approach is being taken to updating classifications to Interim. Rather than relying on only one observation of no live foliage, classifications were only updated to Interim if there had been two consecutive inspections with no live foliage present. This is because sites will regularly fluctuate between the Treatment and Interim definitions given the biannual treatment frequency. This creates additional data handling/manipulation that adds limited value in terms of identifying sites that will likely not require treatment/only require inspection. As an indication, there were a further 28 sites with no live foliage found/that required no treatment at the most recent visit, that have been left at Treatment status based on the site history.

There are also several sites that would qualify for eradicated status based on the 8 year 'no live foliage' criteria, but a 10 year 'no live foliage' criteria has been adopted as the required criteria.

No new sites were identified outside of the intransigent zone. One report from the public was investigated and found to be sweet reed grass.

The graph below provides an overview of the relative proportions of the sites by T.I.M.E classification status as progress is made toward eradication.



Inside of the containment (intransigent) zone.

Land occupiers are not required to undertake control of Manchurian wild rice on their properties inside the intransigent zone. However, council staff have been working with and supporting landowners to undertake control, providing advice and information on best practice techniques and herbicide, including:

- Supporting ongoing aerial control undertaken by the Pukehuia Working Group (9 landowners).
- Herbicide supplied to thirteen new landowners commencing control in 2019-2020.
- Herbicide supplied to three landowners undertaking ongoing control.

## Clawing back the land

Battling highly invasive Manchurian wild rice to return arable land to kumara production is key focus for Kaipara farmer Kerry Perreau. Kerry farms on the eastern river flats of the Wairoa River, in the heart of the Manchurian wild rice progressive containment zone. Like several of his neighbours, many of Kerry's paddocks had been totally consumed by wild rice cover.

Through trial and error, Kerry knew the plant's rhizomes did not tolerate dryness and sunlight, so he needed a way bringing them to the surface and leaving them exposed. Whilst a rotary hoe brought rhizomes to the surface, clumps were left covered in dirt and simply kept on growing. Mulching the grass was satisfying at the time, but again didn't suppress growth at all. Similarly, spraying and burning did work, but only to a degree.



Kerry Perreau's spader



Manchurian wild rice rhizomes

In a bid to find a better approach, Kerry turned to a soil tilling machine called a spader (pictured). The plough-like tool is towed behind a tractor, plunging spades into the soil which rips roots apart and flicks them out behind, leaving the rhizomes to dry out in the sun. Kerry uses a multi-phase approach, treating infestations with a single herbicide / burning treatment followed by spading. After several months the area is spaded a second time to kill regrowth. The treated paddocks can then be re-sown in ryegrass. The method uses less chemical than other methods and has yielded outstanding results.

While Kerry has done much of the work himself, he says Northland Regional Council has always been supportive. "Council staff have been always really encouraging, providing support when needed and supplying herbicide at no charge, and its Biosecurity Team is working hard to keep a lid on the wild rice devil in our region."

Kerry says while obviously the battle against Manchurian wild rice is far from over, he's heartened by the visible progress to date.

*"Regrowth is still a major issue for us, but it is manageable and a far cry from the complete wild rice cover on this block before. To others, I'd say be patient – there is no quick fix, but it's well worth persisting with efforts to keep wild rice at bay."*



Pasture reclaimed from Manchurian wild rice through Kerry's innovative techniques.



## African feather grass – annual status report

The annual inspection and spraying contract was completed for existing sites, covering both areas inside and outside the containment zone on the Poutō peninsula.

This work focuses on controlling infestations outside the containment zone as well as roadsides inside the containment zone to reduce the risk of spread. Following this control and reporting, a full review of programme was undertaken and management site boundaries and maps have been updated to improve the level of detail in reporting required from staff and contractors in 2020-2021.



The single outlier site at near Puketī, was found to have a very small amount of juvenile regrowth. Ongoing mowing of this site by cemetery caretaker makes herbicide treatment less effective.

### Outside of the containment zone

- One new management site with adult plants present was identified by staff outside of containment in a new area in coastal dunes whilst undertaking aerial survey for other purposes. Access for this site will be difficult and staff are working with the Department of Conservation and local staff to find better access routes. Three new management sites were created to split existing sites into better data management blocks.
- 13 of 15 Surveillance sites (free of African feather grass for three years), continue to be clear of plants. Two sites were found to have 2 adult plants and 2 juvenile plants respectively and have reverted to an active status.
- 10 other sites remain active. Five of these had adult plants present, total count of 47 adult plants.

### Inside of the containment zone

One new management site identified in the containment zone, and a management plan is under development with owner and tenant. The current spray contract covers 12 properties to assist landowners inside the containment zone, as well the roadside control. Further resources are required for extended surveillance to identify additional sites and to support landowner management plan development. Annual plan and long-term plan bids have been completed to address this.

## Lantana – annual status report

Under the Pest Plan, landowners must undertake control of lantana on properties outside of the identified containment zones. Landowner control is not required within the containment zones.

Landowner control initiated at two new sites (one landowner will require a Biofund project in 2020-2021). Staff undertook direct control of two sites at the time of inspection for efficiency purposes.

The programme currently has no set targets for follow up contact with landowners where control or management plans have previously been enforced. Revisits of existing sites for continued compliance have largely been put on hold due to capacity issues (being of a lower priority than eradication species). There is a need for additional resources to more proactively enforce this programme and it will be reviewed 2020-2021.



## Mile-a-minute

### Outside of the containment zone

- Three new sites were identified and controlled by staff. One of these sites had adult foliage present.
- One report from the public was investigated and found to be a different species.
- The four Surveillance sites (free of Mile-a -minute for three years), continue to be clear of plants.
- 33 other sites remain active. Seven of these had mature foliage present.



Not all active sites received the best practice twice yearly inspection/control visit because of capacity constraints – return times are on average 8 months for the majority of sites in South and Central regimes. Mid North and Far North regimes still only receive planned annual treatment, but all are under good control with no mature foliage present.

### Inside of the containment zone

Land occupiers are not required to undertake control of Mile-a-Minute on their properties inside the containment zone. There was limited proactive engagement with landowners within progressive containment zone because of capacity constraints.

## Pultenaea

### Outside of the containment zone

There was 1 pultenaea report from the public of a new site outside of containment zone, which is now a management site controlled by staff.

Staff grid search work was impacted by capacity constraints and then further delayed by Covid-19 but has since been completed. An extended search has been undertaken and management sites reviewed and restructured. There were 131 plants classed as potentially mature.



Contractor led grid search work was impacted by staff capacity constraints and then further delayed by Covid-19 lockdown. This work has been rescheduled for November 2020.

### Inside of the containment zone

Within the containment zone, follow up council led contract work to support the landowners (one block with multiple owners) was impacted by staff capacity constraints and then further delayed by a Covid-19 associated temporary budget freeze. This work has been rescheduled for November 2020.



## 6.4 Sustained Control Plants

### Key points of the sustained control pest plant programme

- Enforcement of rules relating to sustained control plants.
- Enforcement of Good Neighbour Rules.
- Inspection / enforcement of rules relating to plant nurseries and retail outlets (National pest plant accord).
- Inspection / enforcement of rules relating to quarries.
- Enforcement of rules relating to road and rail, and development and implementation of management plans.
- Reducing the impacts of pests that are widespread in suitable habitats throughout Northland. These pests all cause adverse effects to the environmental, economic, social or cultural values of the region.
- Council will provide education, advice and support to enable landowners to manage sustained control pests on their properties.

### Progress in achieving aims

Performance Measure	Result	Details						
<b>New requests</b> The number of requests received is tracked.	Achieved	<table border="1"> <thead> <tr> <th></th><th>2018-19</th><th>2019-20</th></tr> </thead> <tbody> <tr> <td>Sustained control pest plant requests</td><td>1,050</td><td>657</td></tr> </tbody> </table> <p><i>The number of requests received is reduced from 2018-2019 as result of reduced community interaction during the Covid-19 response lockdown.</i></p>		2018-19	2019-20	Sustained control pest plant requests	1,050	657
	2018-19	2019-20						
Sustained control pest plant requests	1,050	657						
<b>Request response time</b> Response to reports from the public on sustained control plant pest responded to within 20 working days.	Data not available	The council database reporting system is not currently able to report on request response times and requires modification to capture response data (rather than close date) for this performance measure.						
<b>Enforcement requests (incidents)</b> Of the 28 requests for enforcement of sustained control pest plant rules, 26 were actioned within 20 working days. Note, most of these enforcements were not resolved within 20 days because of the enforcement process compliance window.								
<b>Rule Exemptions</b> All exemptions to any rule are reported.	Achieved	No exemptions were granted in 2019-2020.						
<b>Road and rail 5 year weed management plans</b> All road and rail authorities have 5 year weed management plans or prioritised annual plans approve and implemented.	Achieved in part	New Zealand Traffic Authority and Whangarei District Council have plans in place.  Kaipara District Council is working with staff to upgrade their plan for re-submission to the NZTA for co-funding.  Engagement to progress plans with Far North District Council and New Zealand Rail is ongoing but constrained by staff capacity.						

Performance Measure	Result	Details
<b>Land area in CPCAs</b> Increase in land under CPCA by 5,000 ha per annum.	Achieved	This performance measure is reported through pest animals (refer <i>Section 7</i> ) as the programme is managed by the Partnerships team. Whilst there is no designated partnerships resource in the pest plant team, staff were able to develop and implement a 105 ha pest plant CPCA focussed on tree privet. This project trials the use of a coordinator resource for owner engagement, support and auditing.



### Hidden treasures

Council's Biofund (Environment Fund for small management agreements and grant funding to establish pest control projects) is subscribed with several pest plant projects each year. This year the Donnelly's Crossing Community Group put their Biofund grant to good use removing morning glory from this old rail building.



Biofunds	2018-19	2019-20
With pest plant component	8	10
Total biofunds granted	70	87

Performance Measure	Result	Details
<b>Plant retail outlet compliance</b> All known plant outlets in Northland are aware of obligation and inspected annually for species identified in the National Pest Plant Accord (NPPA) and Pest Plan	Achieved in part	<p>All listed plant outlets were sent reminder information on species banned from sale and propagation under the NPPA and the Pest Plan.</p> <p><b>61%</b> of known plant outlets inspected. There were 3 instances of non-compliance (all sustained control species) which were removed from sale or display (two Taiwan cherry supplied by out of region suppliers and one piece of <i>Egeria densa</i> removed from aquarium display).</p> <p>Trade Me was monitored through saved searches for species banned from sale and propagation (focused on higher risk species). Five listings for agapanthus reported and removed.</p>
Capacity constraints, combined with the Covid-19 restrictions and the resulting impact on program delivery meant that only a proportion of nurseries and outlets could be targeted for inspection, and inspections were delayed. Priority was given to the larger nurseries and retail outlets selling exotic species rather than those that have been identified as being native only nurseries. Annual plan and Long-term plan bids have been completed to address the underlying capacity issue.		

## Biological control

Biocontrol is not designed to totally eradicate an individual species, but to keep pest populations at low levels. In addition to the work below council invests \$50,000 a year in biocontrol and is part of a wider collective of 13 other regional councils and the Department of Conservation (DOC). Collectively, group members fund a national biocontrol programme of about \$670,000 annually. This is managed on behalf of the collective by Landcare Research, who provide for research, quarantine facilities, management, and releases of the agents within New Zealand.



Honshu white admiral – Japanese honeysuckle biocontrol agent

Performance Measure	Result	Details		
Encourage use of biocontrol agents Encourage the release of biocontrol agents in Northland.	Achieved		2018-19	2019-20
		New releases	3	6
		Re-releases	1	3
		Redistribution existing agents	26	3
		Monitoring existing sites	-	13
New Releases				
Biocontrol agent		Controlling	Location	
Moth plant beetle	<i>Freudeita cf cupripennis</i>	Moth plant	Sweetwater, Awanui	
Tutsan beetle	<i>Chrysolina abchasica</i>	Sweet amber	Waimamaku, Hokianga	
Honshu white admiral	<i>Limenitis glorifica</i>	Japanese honeysuckle	Broadwood	
Parasitoid wasp	<i>Tamarixia triozae</i>	Tomato potato psyllid	Kaumau	
Tutsan beetle	<i>Chrysolina abchasica</i>	Sweet amber	Tarata, Otangaroa	
Parasitoid wasp	<i>Tamarixia triozae</i>	Tomato potato psyllid	Sweetwater, Awanui	
Redistribution of existing agents				
Biocontrol agent		Controlling	Location	
Chinese privet lacebug	<i>Leptopypha hospita</i>	Chinese privet	Tautoro	
			Broadwood	
Tradescantia stem borer beetle	<i>Lema basicostata</i>	Tradescantia	Puketi	
Monitoring and maintenance of existing sites				
Controlling		Location		
Boneseed leaf roller	Mangawhai Heads			
Arundo donax gall wasp	Hokianga		Bay of Islands	
Gorse soft shoot moth	Ruakaka			
Chinese privet lacebug	Kaeo		Morewa	
Broom gall mite	Kaumau			
Dung beetle	Karikari peninsula		Doubtless Bay	
Honshu white admiral	Kaeo		Oruaiti	
Other Research				
Stop Wild Ginger Project – Investigating and testing biocontrol agents for Wild Ginger				
This project is a partnership with councils and forestry industry stakeholders and the Ministry for Primary Industries’ Sustainable Farming Fund. The project reached a crucial stop/go point and a review of all results to date was undertaken to determine the next steps. To date the project has tested/reviewed and discarded 5 potential agents/groups of agents. Two potential agents remain but require further testing to determine hosts specificity and impacts. Project partners have agreed to progress these agents to the next phase of testing, however the project is currently paused because of Covid-19 restrictions on international travel.				
Sydney golden wattle ( <i>Acacia longifolia</i> )				
A flower bud phenology study completed on Aupouri peninsula.				



## S.W.A.T – War on Weeds

A war of sorts has been declared on the Tutukaka Coast. Whilst it's not trench warfare, a bit of digging might be a useful tactical option. The battle is led by Special Weed Assistance Tutukaka (S.W.A.T), a new initiative of the successful Tutukaka Landcare Coalition (TLC) which is now substantially backed by Northland Regional Council.

As with all serious wars, allegiances are important. Particularly in this case where much of the action on the ground will be undertaken by partisans (local weed workers), some who have already been engaged in the struggle for many years. What is different is that among their allies in this War against Weeds the partisans now have direct intelligence and supply lines to the council. It is part of a new Northland wide initiative where the council has identified High Value Areas (HVA's) in which significant biodiversity and recreational values are matched with strong community interest in pest control (Bay of Islands, Tutukaka, Whangarei Heads, and Mangawhai/Waipu).

Each HVA has a working group with landowners, members from the local community and representatives from other stakeholders such as local Landcare groups, iwi and agencies. These groups help to ensure funding is allocated to appropriate pest control activities.

In the Tutukaka case the battle began around 20 years ago when a number of individuals began extensive trapping in their neighbourhoods, targeting mainly stoats and weasels. In particular, they were keen to keep hold of remnant kiwi populations and begin the long task of rebuilding. The Tutukaka Landcare Coalition grew from these first trappings and now contributes to pest control over >10,000 ha of private land. The result has been a steady increase in wild kiwi numbers on the coast and significant improvement in the health of many other species, particularly the threatened pateke (brown teal) and more recently the oi (grey faced petrel) which in some places has resumed breeding on our coastal cliffs.

When the council voted to allocate funding to support biodiversity in the designated High Value Areas it came with a caveat. A portion of the funding was required to be spent on weed control. To accomplish this a S.W.A.T commander has been appointed to manage intelligence gathering, strategic planning and resourcing.

In an initial reconnaissance a troop of local volunteers has reported over 1,000 sightings of weed infestations on the Tutukaka Coast, consisting of 149 different plant pest species. These have all been logged with GPS positions noted for future attack. From this S.W.A.T has declared its "dirty dozen" of the most significant weed threats which will be the first to be targeted, with 40 others on the "naughty forty" watch list for attention where possible.



*A weed warrior uses a cellphone app to identify a plant during a weed ramble on the Tutukaka coast.*



*Briefing SWAT volunteers before a weed ramble and identification session.*

The S.W.A.T team have used part of the council funding to procure weaponry and now have a range of hand tools, safety gear and (if appropriate) chemicals available for their local weed warriors on S.W.A.T missions.

To build capacity in its local workforce the SWAT team are holding weed identification sessions and practical demonstrations of techniques to combat the range of plant pest types invading our coast.

*SWAT are getting ready for a weed war!*



## PREVENT THE SPREAD

### Right tree, wrong place

<https://www.wildingconifers.org.nz/>

*Northland's Wilding Conifer Control Programme has got off to a great start.*

Wilding pines in Northland are rapidly becoming a major problem outside of plantation forests and some of our most unique habitats are now vulnerable to invasion. While many people have become accustomed to seeing in the Northland landscape, they don't belong in our wetlands, gumlands, indigenous forest, dunes, lakes, or coastal margins.

\$1.2M of Covid-19 relief funding from the government provided employment and a chance to learn new skills for more than 50 northlanders over a period of 4 months. Two areas of focus have been in Northland's iconic dune lake systems – Kai Iwi Lakes in the Kaipara district and Lake Ngatu in the Ti Hiku region.

The wilding pines at Kai Iwi are dominating the light, water and food needed by native flora and fauna. They also threaten mahinga kai (food-gathering sites) and wāhi tapu (sacred places).



*The Kai Iwi wilding conifer project team celebrate the completion of the 16 week project.*

Council together with local iwi, the Kaipara District Council, the Department of Conservation, RecruitMe NZ, and the local community worked on an eradication project, to remove and kill the wilding pines with the goal of helping to restore the lake and surrounding land to its natural state.

Eradicating wilding pines from the 50 hectare project site at Kai Iwi took a group of six rangatahi (young people) 16 weeks of full time work, where they got to fine tune a range of skills such as the safe handling of machinery and forestry vehicles, chemical use, mapping and tree classification.

Lake Ngatu is a 55 ha Sweetwater dune lake and provides a habitat to threatened animals and plants, including the inanga and the New Zealand dabchick. Northwest of Kaitiaki, it is a recreation reserve popular with watersport enthusiasts, day visitors and locals alike.

Local iwi Ngāi Takoto, Northland Regional Council, Far North District Council, the Department of Conservation and private landowners worked together to remove huge wilding pines – some a century old and two metres thick which were dominating the lake and its surrounds.

Lake Ngatu is also historical site and ecological taonga for Ngāi Takoto. Keeping the lake healthy isn't just about the lake and its ecosystem, it's also about the tikanga and the cultural health of the people using it. Eradicating wilding pines around Northlands Dune lakes is one significant step in the ongoing efforts to protect the regions unique biodiversity.

The type of work seen at Lake Ngatu and Kai Iwi are examples of a win-win situation – creating employment for skilled locals and protecting the natural environments that make Northland's landscape so unique.

By working together community partners and local government agencies can expect to see significant impact – and the potential eradication of wilding pines from the region – over the next 5 - 10 years.



*Wilding conifer removal at Lake Ngatu.*



## 6.5 Community engagement

Performance Measure	Result	Details		
<b>Community engagement - events</b> Engagement activities are conducted to increase awareness of plant pests	Achieved	<i>Refer Appendix for more details</i>	2018-19	2019-20
		Field Days / Agricultural & Pastoral Shows	4	5
		Community events and displays	13	4
		School visits and workshops	1	2
		Stakeholder activities	4	14
		Pest workshops	4	5
			26	30



### Wise up to weeds

*"Informative, fun and free, these workshops are just the thing you've been looking for if you've ever wondered which weed is which, why weeds wander and what can be done about it,"*

Pest plant experts passed on tips on how to tackle some of the Northland's worst weeds at free workshops in Whangarei, Paparoa, Kerikeri and Coopers Beach. First launched in 2011 the council's weed workshops teach how to better manage both land and freshwater based pest plants. The workshops are hands-on, but delivered in a relaxed and fun way to help people learn how best to tackle a wide variety of more than 20 pest plants including nasties like wild ginger, lantana and moth plant. The workshops also highlight the need to report freshwater weeds like salvinia and water hyacinth.

This year 61 participants attended the weed workshops bringing the total participants since 2011 to 960.



*Participant in this year's Weed Workshops learn about the regions pest plants.*

Performance Measure	Result	Details		
Community engagement - media Increase in awareness of plant pests.	Achieved	Refer Appendix for more details		
			2018-19	2019-20
		Pest control hub – page views	Data n/a	9,624
		Pest control hub – total page view time	Data n/a	29.4 days
		Council YouTube channel – clip views <sup>8</sup>	Data n/a	3,226
		Press releases	2	2
		Council website stories	0	4

### Community partnership engagement activities

Ongoing collaboration and support for weed focused community groups in three high value areas delivers weed awareness message through events, workshops, campaigns, social media and landowner site visits and advice. Activities this year have included:

HVA community engagement	2019-20
Volunteer events	48
Awareness and education events	21
Awareness campaigns	13
Recorded volunteer hours	4,266
Landowner site visits and advice	164
Social media posts	106

*Together the  
community  
will thrive*



*The CityLink buses  
helping to drive the  
pest plant message  
home...*

<sup>8</sup> Detailed metric data not available for YouTube video clips – clip view data runs between November 2019 and October 2020.



## 7. Pest animals





## 2019-2020 at a glance – pest animals



## 7.1 Exclusion Animals

### Key points of the Exclusion Programme

- Prevention of 8 pest animal species establishing populations in Northland.
- Council and Crown agencies are responsible for control.
- Success is related to fast and efficient response planning and action in the field.

### Progress in achieving aims

Performance Measure	Result	Details		
<b>Identify new sites</b> New incursion sites of exclusion animals are identified.	Achieved		2018-19	2019-20
		Exclusion animal Incident reports	12	6
<b>Rainbow lorikeet</b> Four incidents reported and responded to, but no lorikeets were found.				
<b>Rook</b> One incident reported but had been incorrectly identified.				
<b>Wallaby</b> One incident reported and responded to with extensive hunting and surveillance. No evidence of the wallaby was found, and no further sightings have been reported.				
<b>Incident investigation and response</b> <ul style="list-style-type: none"><li>Initial investigations for all reports undertaken within 5 working days.</li><li>Response plans developed and implemented within 20 working days.</li></ul>	Achieved	All exclusion pest animal reports were responded to within 5 days and response plans implemented within 20 working days.		
<b>Interagency collaboration</b> Collaborate with Regional Councils, Ministry for Primary Industries, other Crown agencies and stakeholders to prevent spread into Northland.	Achieved	Collaboration with other agencies is maintained by: <ul style="list-style-type: none"><li>Participation in the Biosecurity Working Group (the Biosecurity Manager – Partnerships &amp; Strategy is chair of this industry Special Interest Group).</li><li>Direct communications to other councils (particularly Bay of Plenty Regional Council) about risks posed by wallabies).</li></ul>		



#### *Exclusion species* **Rainbow Lorikeet**

*These birds look very similar to the more common Eastern rosella but have a blue head (rosella heads are red). Prolific breeders they compete with native birds such as the Tui, Bellbird, and Hihi.*

## 7.2 Eradication animals

There are currently three species of deer known to be present in Northland, red deer (*Cervus elaphus scoticus*), fallow deer (*Dama dama*), and sika deer (*Cervus nippon*). Red deer and fallow deer are farmed, but sika deer are only present in Northland as a result of illegal releases.

### Programme objectives

The goals of Northland Wild Deer Response Programme 2016-2025 (a collaboration of stakeholders including the Department of Conservation, OSPRI, and Northland Regional Council) has two broad goals.

- To eradicate low densities of wild deer in Northland through deer farmer liaison, fence inspections, surveillance, wild deer response activities and statutory management; to prevent the successful establishment of wild deer populations.
- To increase community awareness of the risks and environmental consequences of feral deer establishing in Northland in order to gain wide community support for the vision of no feral populations of deer in Northland.

### Programme aims

Council will work co-operatively with the Department of Conservation and other stakeholders to achieve the objectives of the Northland Wild Deer Response Plan 2016-2025.

Landowners, occupiers and the public understand the risks and environmental consequences of feral deer establishing in Northland and are supportive of the programme.

### Progress in achieving aims

Performance Measure	Result	Details
<b>Surveillance</b> Incursions are responded to through passive and active surveillance.	Achieved	Incursion response has included ground hunting, thermal aerial surveillance, listening devices, and trail cameras.
<b>Ground hunting</b> The Deer Response Team <sup>9</sup> has conducted 1,000 hours of active surveillance throughout Northland's known deer sites in 2019-2020.		
<b>Thermal aerial surveillance</b> Survey of the Russell Forest detected 4 deer after searching 50% of the known range. It is estimated there are 40-50 deer in the forest. Further surveillance is required to determine the exact number.		
<b>Acoustic listening devices</b> Devices in areas north of Russell Forest detected 36 sika calls over two weeks in May 2020.		
<b>Trail cameras</b> At least 13 deer were recorded on a farm in Elliot Bay in May 2020.		



Trail camera footage of feral deer in Elliot Bay.

<sup>9</sup> The Deer Response Team are a group of deer specialists contracted from a local Northland company.



Performance Measure	Result	Details						
<b>Incident investigation and response</b> <ul style="list-style-type: none"> <li>Initial investigations for all reports undertaken within 5 working days.</li> <li>Response plans developed and implemented within 20 working days.</li> </ul>	Achieved	<table border="1"> <thead> <tr> <th></th><th>2018-19</th><th>2019-20</th></tr> </thead> <tbody> <tr> <td>Deer incident reports</td><td>6</td><td>6</td></tr> </tbody> </table> <p>All incidents were responded to within 5 working days, and (if required) had response plans implemented within 20 working days. The team has responded to 6 incidents, 4 of which have required ongoing surveillance.</p>		2018-19	2019-20	Deer incident reports	6	6
	2018-19	2019-20						
Deer incident reports	6	6						
<p><b>Kaiwaka</b> A liberation of fallow deer was responded to quickly and is ongoing, with this area to be focus of surveillance in the coming year. To date 17 deer have been destroyed.</p> <p><b>Russell Forest (sika deer)</b> A ground operation and aerial survey took place during the roar (mating season), however difficulty in obtaining access to private land limited activities considerably. One sika was destroyed and another 13 detected using cameras and acoustic devices.</p> <p><b>Tōpuni</b> Feral deer were reported and possibly relate to deer farming without a permit. To date 3 fallow deer have been destroyed and ongoing maintenance is required, as this area borders with Auckland where feral deer are known to be present.</p> <p><b>Ōmāpere/Tāheke</b> The discovery of fallow deer skins along with old reports of pig hunters' dogs catching deer, suggests an old Puketū fallow deer liberation was either not eradicated or has been bolstered recently with further animals. Surveillance work is ongoing in the large area to determine where the animals are.</p>								
<b>Deer farm fence inspection</b> All deer farm fences (24 farms) are inspected bi-annually in partnership with the Department of Conservation.	Data not available	Fence inspections are managed by the Department of Conservation. Council has been advised 12 inspections were completed in 2019-2020, with a further 13 scheduled for 2020-2021.						
<b>Increase community awareness – Find Deer Hotline</b> Increase the awareness of feral deer.	Achieved	The Find Deer Hotline had received very few calls in 2019-2020, so a campaign has begun to raise the profile of the hotline and community awareness of feral deer in Northland.						

### '0800 FIND DEER'

*"Northlanders are being urged to let authorities know if they have seen feral deer after several were spotted during a recent Bay of Islands aerial operation."*

The Find Deer hotline was the subject of a press release and council Facebook page posting in June 2020. The campaign featured the aerial sweep of approximately 2,500 hectares of bush and farmland for sika deer on privately owned Far North properties in and around Elliot Bay (pictured), as well as fallow and red deer found in an unauthorised fenced holding area in the Kaipara District.

The press release was picked up by news outlets in Northland and the Facebook post received 49 comments and 29 shares.



*Contractors with the thermal imaging equipment used to track feral deer in bush below from the air.*

## 7.3 Sustained control animals

Biodiversity restoration projects controlling sustained control pest animals are generally managed outside the Pest Plan through council's Biosecurity partnership programmes. These include:

- **Community Pest Control Areas (CPCAs)**  
A way of assisting communities to manage pest on private land.
- **High Value Areas (HVAs)**  
Specifically identified areas of high biodiversity and/or cultural, recreational or economic value where community lead and undertake pest control.
- **Biofund (Environment Fund)**  
Small management agreements and grant funding to establish pest control projects.
- **Predator Free 2050 projects**  
These are large scale predator eradication and control projects that have been established in Northland in partnership with community, iwi and hapū, and agencies.
- **Biosecurity Partnerships**  
The Northland Regional Council – Kiwi Coast Trust Partnership to support and enable coordination of community pest control across Northland.

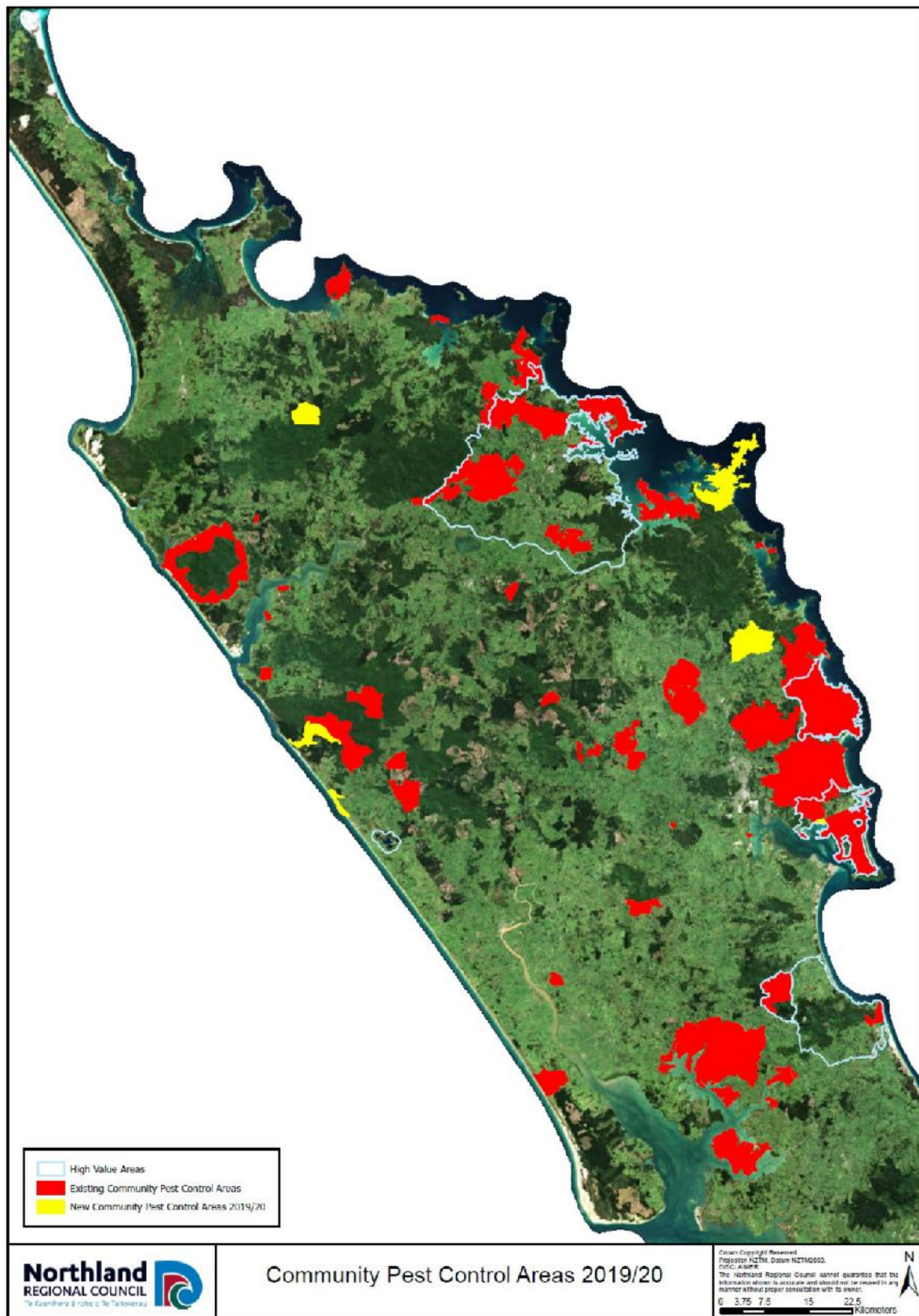


Possum (*Trichosurus Vulpecula*)

Council uses regulatory measures when required (rules differ for each animal), such as not holding mustelids in captivity.

### Progress in achieving aims

Performance Measure	Result	Details			
Land area in CPCAs Increase in land under CPCA by 5,000 ha per annum.	Achieved		2017-18	2018-19	2019-20
		Number of CPCAs	57	68	76
		CPCA land area (ha)	83,043	120,286	130,393
		Increase (ha)	-	37,243	10,107
The new CPCAs initiated during the year were:					
CPCA Name		Area (ha)			
Pārua Bay Privet CPCA		105			
Kaimamaku CPCA		3,171			
Maunganui Bluff CPCA		508			
Te Toa Whenua CPCA		1,441			
Honeymoon Valley CPCA		1,488			
Te Tangi o Te Ata CPCA		4,241			
New and pre-existing CPCAs are shown in the map overleaf.					
Rule Exemptions All exemptions to any rule are reported.	Achieved	No exemptions were granted in 2019-2020.			

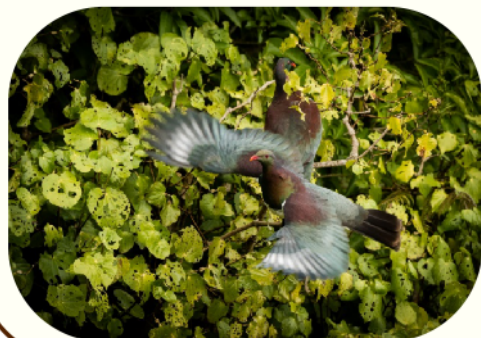




## Hear the difference

### Kerikeri Peninsula CPCA

Regular visits by a pair of kukupa to Dean Wright's Opito Bay property are just one of the signals that native bird life is returning in force to the Kerikeri Peninsula.



Since May 2017	
Rats	1,759
Possums	285
Stoats	53
Total pest animals removed	Nearly 5,000
Dogs kiwi aversion trained	30

After two and a half years of intensive trapping across the peninsula, native bird numbers are on the rise. The CPCA began with a few local champions door-knocking around Doves Bay and Opito Bay, and there are now >200 properties involved on the peninsula, and 120 trappers across the network.

*This pair of kukupa are regular visitors to Dean Wright's Opito Bay property. (Photo: Dean Wright).*

Performance Measure	Result	Details			
Increase in kiwi populations Kiwi populations in council supported programmes increase by 2% per annum.	Not achieved		2018-19	2019-20	Change
		Average call/hr	7.2	7.3	0.1 ↑ 1.4%
Kiwi call count monitoring is carried out annually across Northland by community landcare groups and some government agencies, in accordance with the Kiwi Best Practise Manual <sup>10</sup> .					
The data are collated from council's High Value Area programmes (Piroa-Brynderwyn, Whangarei Heads, Tutukaka, and Mid-North). These community led projects are council's four largest supported programmes protecting Kiwi. Data are received from these groups in July each year, collated and averaged (call counts per hour) for the four areas. The baseline was established in 2018-2019 for comparison of subsequent data.					
Factors affecting the 2019-2020 call count					
Community groups have noted the drought as having a significant impact on calling kiwi this year. Covid-19 response also made it difficult to get accurate data by restricting the time available for listeners could get out into the field to conduct listening.					
Response to reports from public Reports on sustained control pests will be responded to within 20 working days.	Data not available		2018-19	2019-20	
		Requests received	5,200	4,263	
The number of requests received is reduced from 2018-2019 as a result of reduced community interaction during the Covid-19 lockdown.					
The council database reporting system is not currently able to report on request response times and requires modification to capture response data (rather than close date) for this performance measure.					

<sup>10</sup> Kiwi Best Practice Manual, Department of Conservation, August 2017  
<https://www.doc.govt.nz/globalassets/documents/science-and-technical/sap262entire.pdf>



Performance Measure	Result	Details			
Council supported programmes – traps supplied to community Record of traps supplied maintained.	Achieved		2017-18	2018-19	2019-20
		Traps issued	1,380	11,500	9,000
Trap issues were impacted by the Covid-19 response lockdown.					
Council supported programmes – Kiwi Coast Outputs of the Kiwi Coast partnership.	Achieved		2017-18	2018-19	2019-20
		Kiwi Coast entities	120	129	159
		Increase (ha)	-	9	30
		Pest trapped	56,629	68,756	98,506
Kiwi Coast activities have continued to expand to expand across the region. Collectively the partnerships groups have trapped <b>396,634</b> animal pests over the past 7 years.					

## Northland Regional Council – Kiwi Coast Partnership

<https://kiwicoast.org.nz/>

In 2017, council consolidated its strong working relationship with the Kiwi Coast Trust into a significant working partnership. Working together, they are ensuring gains made to date are not lost and momentum continues. Working in unity also allows both Kiwi Coast and council to leverage further potential funding and show a strategically coordinated regional approach to community conservation.



### Kiwi Coast Statistics

30 June 2020

159 groups

291 km coastline

198,000 ha active pest management

396,634 animal pests gone (since 2013)

1,800 animal pests per week (2019-2020)



The kiwi coast programme has been expanding since work began seven years ago and now operates at a regional scale, linking projects from Mangawhai at the southern limit of the Northland region to the Aupouri Peninsula in the Far North.

Kiwi Coast's main priorities are to reduce threats to kiwi survival and engage Northlanders in caring for their kiwi. It continues to support predator control in key areas to link projects and build continuous trapping networks across landscapes to boost kiwi survival and allow their safe dispersal into new areas.

Monitoring results demonstrate the strength of Kiwi Coast's collaborative approach. Collated trap catch data shows that **396,634** animal pests were trapped by groups and projects involved in the Kiwi Coast over the last seven years. On average, 1,800 animal pests were trapped on the Kiwi Coast every week in 2019-2020.

Performance Measure	Result	Details			
Council supported programmes – High Value Areas Outputs of the areas measured.	Achieved	High Value Area	Mustelids trapped	Total pests trapped	
		Mid-North	518	47,495	
		Tutukaka	106	2,740	
		Whangārei Heads	45	865	
		Piroa-Brynderwyn	295	4,762	
		Total	964	55,862	
Council supported programmes – Biofund Biofunds approved for the community.	Achieved		2017-18	2018-19	2019-20
		Biofund projects	54	70	87
		Increase	-	16	17
The Biofund (Environment Fund for small management agreements and grant funding to establish pest control projects) continues to be well subscribed by the community with <b>87</b> projects in 2019-2020.					
A map of Northland showing the location of the Biofund 2019-2020 projects is shown overleaf.					

## Predator Free 2050 – Predator Free Whangārei

<https://www.nrc.govt.nz/environment/weed-and-pest-control/biosecurity-programmes/predator-free-whangarei/>



Predator Free Whangārei aims to protect, restore and enhance thousands of hectares of Northland's native forests, coastal habitats and wetlands, allowing for greater protection and enhancement of threatened species of native fauna and flora.

It will link and connect several community-led landscape predator control programmes delivering environmental awareness and enhancement programmes. The project will completely remove possums from 8,600 ha of the Whangārei Heads area and utilise the narrow neck of the peninsula and numerous inlets and streams to protect from reinvasion.

Over five years Predator Free Whangārei aims to:

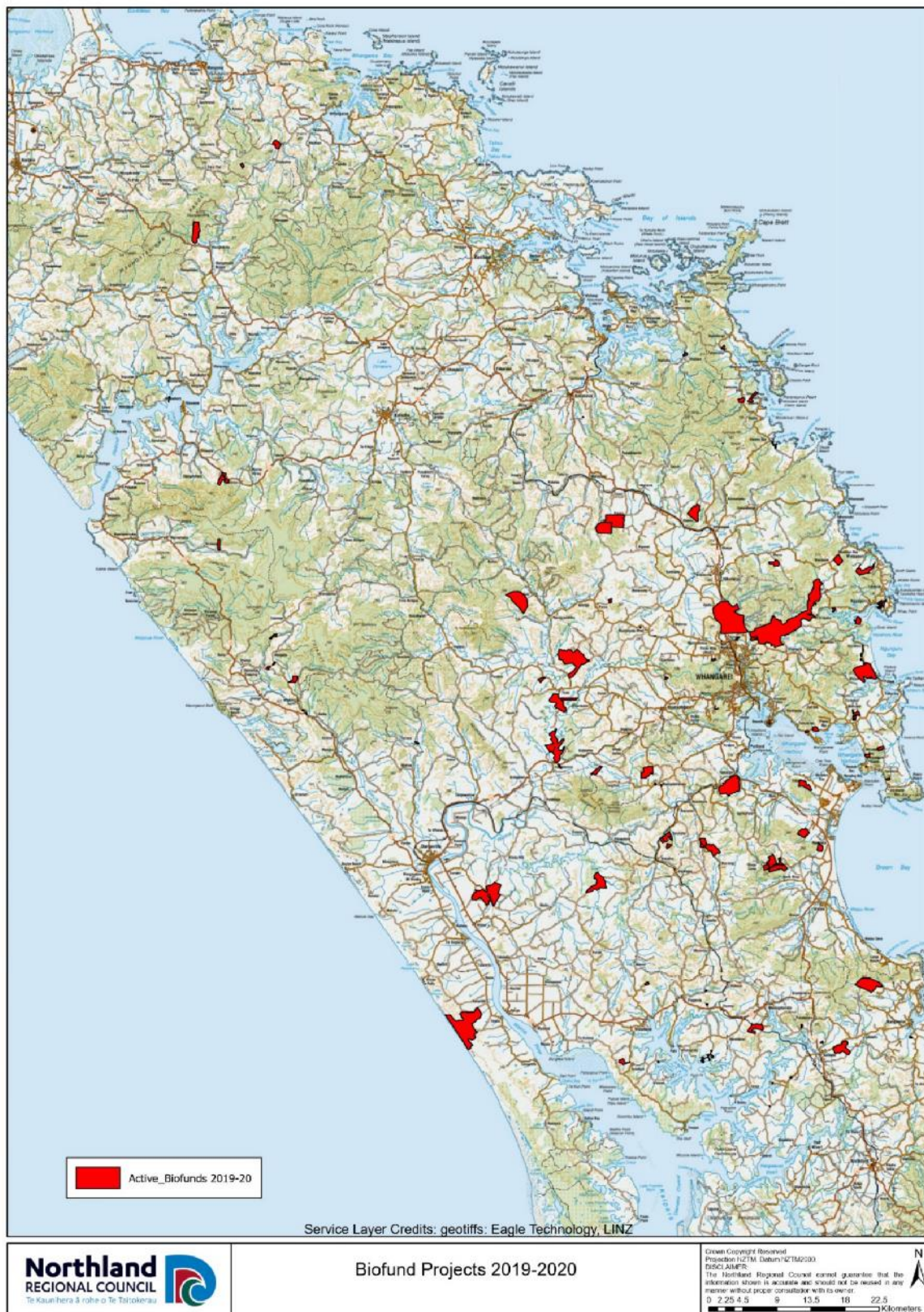
- Completely remove possums from the Whangārei Heads Peninsula and prevent re-establishment through the ongoing detection and removal of invading individuals.
- Intensively control possums over 20,000 ha in an adjacent buffer zone.
- Intensively control mustelids over 60,000 ha between Whangārei and Bream Head.
- Intensively control rodents within priority sites.
- Develop, implement and support an urban predator control programme to increase engagement and awareness of Whangārei Predator Free.

The project is intended as a stepping stone towards a Predator Free Taitokerau .

*View of Whangārei Heads from the Te Whara Track (photo by Robyn Broadhurst)*







## Tiakina Whangārei

<https://tiakinawhangarei.co.nz/about/>

Tiakina Whangārei is a community led urban initiative helping people connect with their environment through conservation activities, while supporting existing mahi, to protect and enhance Whangārei's native biodiversity.

Tiakina Whangārei (supported in the Northland Regional Council Long Term Plan) is resourced for a 10 year period and was officially launched in August 2019.

The Tiakina Whangārei operational area includes all urban Whangārei, although, some work has also been done within the forest fragments adjacent to the city, such as Parihaka and Pukenui.

It is anticipated that the 'Urban Pest Control Buffer' area will eventually be part of Tiakina Whangārei's operational area.

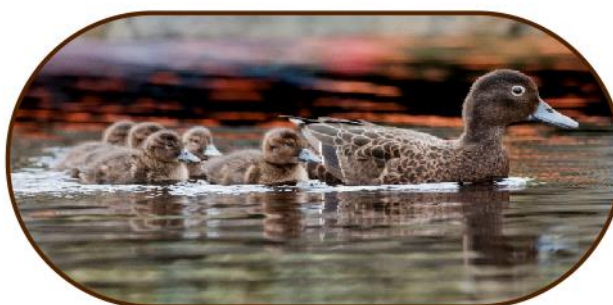


The primary focus of Tiakina Whangārei is to initiate, promote, and support mammalian predator control activities by Whangārei residents to protect native biodiversity; however, the initiative also has a wider mandate to enhance the connection residents have with their environment through conservation activities to increase environmental awareness and help build community cohesion. As such, Tiakina Whangārei aims to deliver on objectives across three Core Work Streams:

1. Increase community cohesiveness, ecological knowledge, and social wellbeing.
2. Encourage kaitiakitanga/guardianship of the environment.
3. Protect and enhance native biodiversity within Whangārei.



*Pateke Flock Count data shows pateke distribution continues to expand on Northlands East Coast. Despite the drought, the population size is increasing. The 2020 average Tutukaka flock size (six sites) was 37.5 – an increase from 30.5 in 2019.*



*Pateke with ducklings at Ngunguru (source kiwicoast.org.nz)*



## 7.4 Community engagement

2019-2020 pest animal community engagement activities in a glance





Performance Measure	Result	Details		
<b>Community Engagement – Events</b> Engagement events are conducted to increase awareness of pest animals.	Achieved	Refer Appendix for more details		
			2018-19	2019-20
		Field Days / Agricultural & Pastoral Shows	5	5
		Community events	4	10
		School visits and workshops	2	9
		Enviroschools workshops	6	7
		Stakeholder activities	4	9
		Pest workshops	4	27
		Kiwi releases	8	3
		Associated kiwi handling activities	Data n/a	12
		Controlled substances licence training	Data n/a	7
		<b>Total</b>	<b>35</b>	<b>89</b>

## Kiwi releases

Kiwi releases are part of ongoing kiwi recovery work in Northland. The releases and the follow up radio monitoring of the kiwi are a cornerstone of engaging locals with their kiwi.

Biosecurity staff assisted the Kiwi Coast Trust with three planned kiwi releases during 2019-2020, the largest of which were:

- **Tawapou** – 4 kiwi released on 25 October 2019 drawing a crowd of approximately 300 visitors from all over Northland.
- **Parua Bay** – 5 kiwi released on 16 February 2020 with approximately 400 people attending.

A further three releases saw 3 kiwi released at Tutukaka, 3 kiwi at Pataua North and 5 kiwi at Parua Bay, but unfortunately Covid-19 restrictions severely limited public involvement in these releases.

19 kiwi were also released into Whangārei Heads, Pukenui and Marunui as part of drought related emergency translocation from Motuora Island.



*Hancock the kiwi at the Parua Bay release. Hancock was named after Hancock Forestry who are doing sterling work protecting kiwi in Northland.*



*Approximately 300 visitors gathered in the evening at Tawapou for the release of 4 kiwi from Matakoho-Limestone Island on 25 October 2019.*

## Enviroschools

The Northland Enviroschools Project Pest Control Programme is a huge success, opening-up real opportunities for students including educational qualifications (NCEA credits), career pathways and the very real potential to make a living from possum fur.

The programme started with Project Possum in 2011 and evolved to include Project Mustelid in 2016 and Project Rodent in 2017. The three initiatives were combined into Project Pest Control the following year and now enjoy considerable success in the battle against pests.

Council and Can Train NZ tutors run the theory and field based programme, teaching students to respect animal pests and showing them how to trap and kill them humanely, skin possums, or pluck their fur.

As part of the best practice learning during the two-day skills course, tutors start with the life of the pests, establishing the creatures as living, breathing animals deserving of respect and humane treatment. Humane leg-hold traps are used to trap possums, and the students are taught how to place them and set them to cause the least discomfort to the animal while also placing the trap beyond the reach of kiwi.

After a few weeks, to allow for pest control practice and completion of theory work, an assessment day is held. At this workshop, students are put through their paces and investigate a variety of biosecurity career pathways.



*Enviroschool students learn how to machine pluck possum fur.*

Enviroschools	2018-19	2019-20	Since 2011
Students attaining NCEA credits	110	146	856

*"People don't do this work because they don't like pests. They do it because they like other things more – like native birds and animals, our native trees, and all the life our native bush sustains."*

Performance Measure	Result	Details			
Community Engagement – Online Media Engagement activities are conducted to increase awareness of pest animals.	Achieved	Refer Appendix for more details		2018-19	2019-20
		Council Facebook page tags – posts		19 posts	6 posts
		Council Facebook page tags – reach		49,186	18,523
		Council Facebook most popular post		3	1
		Council Facebook video collection – views <sup>11</sup>		Data n/a	50,300
		Council Facebook video collection – reactions <sup>11</sup>		Data n/a	945
		Stories		4	3
		Council YouTube channel – new clips		2	4
		Council YouTube channel – views <sup>12</sup>		Data n/a	6,269
		Press releases		3	1
		Pest control hub – page views		Data n/a	2,708
		Pest control hub – total page view time		Data n/a	9.1 days

<sup>11</sup> Detailed metric data not available for Facebook video clips – clip view and reaction data is from inception to October 2020.

<sup>12</sup> Detailed metric data not available for YouTube video clips – clip view data runs between November 2019 and October 2020.



## 8. Diseases and pathogens



2019-2020 at a glance – kauri dieback





## 8.1 Kauri dieback

### Programme objectives and aims

Sustained controlled diseases are ones that are widespread throughout Northland in suitable habitats. The following section relates to the management of kauri dieback disease in Northland. Kauri dieback is managed by a multi-agency collaborative partnership between tāngata whenua, Biosecurity New Zealand, Department of Conservation, Auckland Council and the Northland, Waikato and Bay of Plenty regional councils.

#### Objectives

- For the duration of the Pest Plan, prevent the spread of kauri dieback to reduce impacts on biodiversity, cultural and economic values in Northland.
- Ensure coordination with other government agencies and the Department of Conservation to achieve the Pest Plan objectives.

#### Aims

- To maintain a complete record of the distribution and severity of kauri dieback in Northland.
- To increase public knowledge and skills and encourage people to take action to help reduce the spread of kauri dieback.
- To ensure that measures taken under the Pest Plan are complementary to inter-regional and national approaches to kauri dieback.

### Progress in achieving aims

Performance Measure	Result	Details			
<b>Soil sampling</b> Completion of aerial survey sites and follow up sampling of positive sites (122 sites left of 305 identified in 2017-2018).	<b>Achieved in part</b>		2018-19	2019-20	<i>Total</i>
		Aerial surveillance	183	70	253
		Requests	25	9	34
		Overleaf is a map of Northland sample site locations. Positive sites identified 2019-2020 = <b>15</b>			
		Covid-19 restrictions affected field work in March / April preventing staff from completed scheduled sampling.			
<b>Management plans</b> All high risk properties <sup>13</sup> have management plans.	<b>Achieved in part</b>		2018-19	2019-20	<i>Total</i>
		High risk properties	40 <sup>14</sup>	15	55
		Plans prepared	12	33	45
Plans preparation for high risk properties has been prioritised and is proceeding as quickly as possible within constraints of staff availability.					

#### Mitigation advice

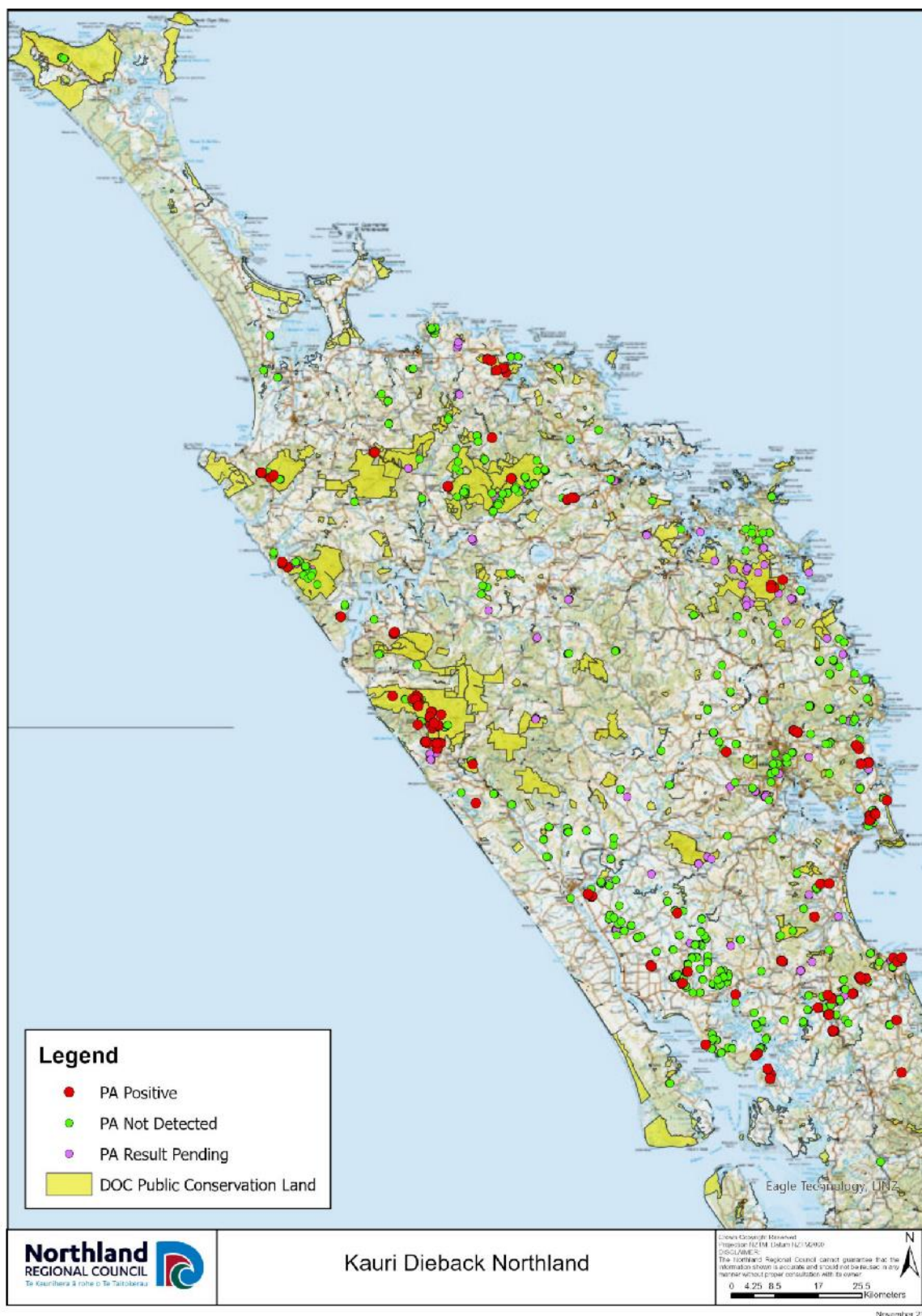
Landowners with sites that have tested negative or deemed to be low risk for *Phytophthora agathidicida* are supplied with a mitigation advice plan. This landowner support is undertaken outside of the Pest Plan and is considered a valuable additional measure to help prevent the spread of kauri dieback.

Advices issued		
2018-19	2019-20	Total
18	57	75

<sup>13</sup> High risk properties are those either infected with *Phytophthora agathidicida*, or at risk of becoming infected because of proximity to an infected properties.

<sup>14</sup> Positive properties include 30 historical cases identified prior to the aerial surveillance done in 2017-2018.





Performance Measure	Result	Details		
<b>Request response times</b> Requests from the public shall be responded to within 5 working days.	<b>Achieved</b>		2018-19	2019-20
		Requests received	48	18
All requests received were responded to within 5 working days.				
<b>Incident response times</b> All incidents are recorded, and a response plan developed and implemented within 20 working days	<b>Not achieved</b>		2018-19	2019-20
		Incidents reported	38	16
All incidents were responded to and a plan formulated within 20 days, but plans could not always be implemented.				
This performance indicator will be reviewed as:				
<ul style="list-style-type: none"> <li>Kauri dieback sampling can not be performed in wet conditions and testing takes two months to complete.</li> <li>Workload constraints also make the performance measure unrealistic as a full response is not always practical or necessary within 20 days.</li> </ul>				
<b>Kauri dieback distribution records</b> Maintain a record of distribution of kauri dieback disease across Northland	<b>Achieved</b>	Data has been recorded on both national and council databases. Sampling data is recorded in ARCGIS online and viewed through a kauri dieback viewer.		
<b>Rule exemptions</b> All exemptions to any rule are reported.	<b>Achieved</b>	No exemptions were granted in 2019-2020.		
<b>Hygiene stations</b> Improve hygiene of tracks through installation of hygiene stations	<b>Achieved</b>		2018-19	2019-20
		Stations installed	3	7



Hygiene Stations come in many shapes and sizes





2019-2020 Community engagement activities at a glance – disease and pathogens



Performance Measure	Result	Details			
Community engagement – events Engagement activities are conducted to increase awareness of kauri dieback.	Achieved	Refer Appendix for more details		2018-19	2019-20
		Field Days / Agricultural & Pastoral Shows		3	2
		Community events (includes sponsorships)		7	6
		School visits and workshops		11	13
		Stakeholder activities and marae visits		11	11
		Hygiene workshop		-	1
		Pig hunting competitions		1	10
		Total		33	43

## Northland pig hunting competitions



Kauri dieback disease is predominately spread by the movement of soil and it will take the actions of everyone in the community to prevent further spread across kauri lands. In 2019, the kauri dieback team began sponsoring and attending pig hunting competitions across Northland with the aim of establishing a positive ongoing relationship with the pig hunting community. This relationship will enable better uptake of kauri dieback mitigation practices.

In 2019-2020, the kauri dieback team attended 10 pig hunting competitions run by the Northland Pig Hunting Club and other entities. These events are often attended by hundreds of pig hunters across Northland. Along with prize sponsorship, the team provide information and free hygiene kits to enable pig hunters to continue hunting while reducing the risk of spreading kauri dieback.



Over the past year there has been a gradual but positive shift in pig hunter attitudes towards kauri dieback and mitigation practices, with pig hunters understanding that their efforts will protect our kauri for generations to come.

*A Biosecurity Officer discusses kauri dieback with a hunter at the Ridgeline pig hunting competition in Kāeo.*

**Hygiene kits**  
An essential tool to help protect kauri,  
500 kits were distributed to the community in 2019-2020.





Performance Measure	Result	Details		
<b>Community engagement – online media</b> Engagement activities are conducted to increase awareness of kauri dieback.	Achieved	<i>Refer Appendix for more details</i>		
			2018-19	2019-20
		Council Facebook page tags – posts	7 posts	6 posts
		Council Facebook page tags – reach	21,670	81,547
		Council Facebook most popular post	-	1
		Council Facebook video collection – views <sup>15</sup>	Data n/a	86,600
		Council Facebook video collection – reactions <sup>15</sup>	Data n/a	217
		Stories	1	1
		Council YouTube channel – new clips	-	4
		Council YouTube channel – views <sup>16</sup>	Data n/a	747

### Keep kauri standing – “Clean your boots”

The Mitre 10 Cup provided the perfect opportunity for a partnership between the Northland Rugby Union (NRU) and Northland Kauri Dieback Programme partners (Northland Regional Council, Department of Conservation and Ministry for Primary Industries) to come together to ram home the importance of clean footwear to prevent the spread of kauri dieback disease.

Like those that came before them, today’s Northland Rugby players draw strength and pride from the kauri emblem every time they pull on the blue jersey. The partnership gave the team an opportunity to get in behind the fight against kauri dieback.

Kicking off the three year campaign was the first home game of the Mitre 10 Cup saw two heartfelt videos, including striking footage of the Waipoua Ngahere, reduce the boisterous crowd to a hush, as the significance of the threat to kauri and the need for urgent action to prevent Northland’s rākau rangatira/chiefly trees from facing extinction, hit home.

The following Saturday it was the turn of the younger rugby players to meet the Taniwha’s and find out more about protecting kauri from the council’s kauri dieback team. Over 500 young players attended the event at Kensington Park in Whangārei.

Council Facebook Video Clip Views	
Keep Kauri standing - NRU visit Tane Mahuta	49,500
Clean your boots	30,500



The campaign was covered by One News and Te Ao – Māori News and the online promotion of the campaign included posts on the Facebook pages of Council, Northland Rugby Union and Te Ao Māori News. The videos proved extremely popular on Council’s Facebook page with 80,000 views.

*Northland’s Taniwha rugby team members with boot bags to give away.*

<sup>15</sup> Detailed metric data not available for Facebook video clips – clip view and reaction data is from inception to October 2020.

<sup>16</sup> Detailed metric data not available for YouTube video clips – clip view data runs between November 2019 and October 2020.

## 9. Freshwater pests





## 9.1 Exclusion freshwater pests

### Key points of the exclusion freshwater pest programme

- Enforcement of rules relating to exclusion freshwater pests.
- Eradication of exclusion freshwater pests found in Northland.
- Inspection / enforcement of rules relating to plant nurseries and retail outlets (National pest plant accord).

### Progress in achieving aims

Performance Measure	Result	Details						
<b>Identify new sites</b> New incursion sites of exclusion freshwater pests are identified.	Achieved	<table border="1"> <thead> <tr> <th></th><th>2018-19</th><th>2019-20</th></tr> </thead> <tbody> <tr> <td>Confirmed incursions</td><td>0 *</td><td>0</td></tr> </tbody> </table> <p>* There were 2 suspected incursions referred to other authorities in 2018-2019.</p> <p>An officer undertook a review of historic material sourced from the Ministry for Primary Industries to determine any high risk sites for orfe, based on potential release locations. Three potential sites identified for further investigation.</p>		2018-19	2019-20	Confirmed incursions	0 *	0
	2018-19	2019-20						
Confirmed incursions	0 *	0						
<b>Incident investigation and response</b>	Not applicable	No incursions were identified.						
<b>Interagency collaboration</b> Collaborate with Regional Councils, Ministry for Primary Industries (MPI), other Crown agencies and stakeholders to prevent spread into Northland.	Achieved	<p>Coordination with the Ministry for Primary industries to obtain historic data regarding potential illegal orfe release sites in Northland. Review of this data and discussions with people involved at that time indicates that the orfe were never able to be bred in captivity despite significant efforts of breeders, and it is thought to be unlikely any of the releases would have resulted in breeding populations.</p> <p>Ongoing collaboration with the Department of Conservation, Auckland Council, and Fish &amp; Game to share knowledge and resources in the pest fish work space.</p>						
<b>Plant retail outlet compliance</b> All known plant outlets in Northland are aware of obligation and inspected annually for species identified in the National Pest Plant Accord (NPPA) and Pest Plan	Achieved in part	<p>All listed plant outlets were sent reminder information on species banned from sale and propagation under the NPPA and the Pest Plan.</p> <p><b>61%</b> of known plant outlets inspected. There were no instances of freshwater exclusion species being sold.</p> <p>Trade Me was monitored through saved searches for species banned from sale and propagation (focused on higher risk species). There were no listings of any exclusion species.</p>						
Capacity constraints, combined with the Covid-19 restrictions and the resulting impact on program delivery meant that only a proportion of nurseries and outlets could be targeted for inspection, and inspections were delayed. Priority was given to the larger nurseries and retail outlets selling exotic species rather than those that have been identified as being native only nurseries. Annual plan and Long-term plan bids have been completed to address the underlying capacity issue.								

## 9.2 Eradication freshwater pests

### Key points of the eradication freshwater pests programme

- Enforcement of rules relating to eradication freshwater pests.
- Eradication of eradication freshwater pests found in Northland.
- Inspection / enforcement of rules relating to plant nurseries and retail outlets (National Pest Plant Accord).



Red-eared slider turtle

### Progress in achieving aims







Performance Measure	Result	Details															
<b>Identify new sites</b> New incursion sites of eradication freshwater pests are identified.	Achieved	<table> <tr> <th>New reports for</th><th>2018-19</th><th>2019-20</th></tr> <tr> <td>Red-eared slider turtle</td><td>14</td><td>5 (3)</td></tr> <tr> <td>Salvinia</td><td>3</td><td>3 (2)</td></tr> <tr> <td>Eastern water dragon</td><td>1</td><td>-</td></tr> <tr> <td>Snake-necked turtle</td><td>-</td><td>3 (2)</td></tr> </table> <p><i>Bracketed figures in italics are new sites identified from public reports.</i></p>	New reports for	2018-19	2019-20	Red-eared slider turtle	14	5 (3)	Salvinia	3	3 (2)	Eastern water dragon	1	-	Snake-necked turtle	-	3 (2)
New reports for	2018-19	2019-20															
Red-eared slider turtle	14	5 (3)															
Salvinia	3	3 (2)															
Eastern water dragon	1	-															
Snake-necked turtle	-	3 (2)															
<b>Red-eared slider turtle</b> The 2019-2020 figure includes two public Facebook posts observed by staff in which pet red eared slider turtles were reported as lost or missing. Staff were unable to contact originator of the posts to determine if the turtles were found and determine how escapes occurred. These incidents remain unresolved. Of the three other public turtle reports, one was handed in, and two have been identified as sites for ongoing management.																	
<b>Salvinia</b> After completing the initial investigations the salvinia sites were passed onto the Ministry for Primary Industries who manage this species eradication programme nationally. One additional report was received with regard to a potential reoccurrence at a previous salvinia site which was also passed on to the Ministry.																	
<b>Response to public reports</b> Reports from the public responded to within 5 working days.	Achieved in part	<table> <tr> <th></th><th>2018-19</th><th>2019-20</th></tr> <tr> <td>Incidents reported</td><td>14</td><td>14</td></tr> </table> <p>14 reports of freshwater eradication species were responded to. One of those reports took longer than the target time for initial response to requestors.</p>		2018-19	2019-20	Incidents reported	14	14									
	2018-19	2019-20															
Incidents reported	14	14															
Resolution of reports frequently takes significantly longer, especially where remote sites require a site visit or where multiple staff are required for netting work. Resources and staff capacity continue to be a barrier to resolving new reports in a timely fashion. This performance measure will be updated for 2020-2021 to be consistent with measures set for eradication plant species.																	
<b>Plant retail outlet compliance</b> All known plant outlets in Northland are aware of obligations and inspected annually for species identified in the National Pest Plant Accord (NPPA) and Pest Plan	Achieved in part	<p>All listed plant outlets were sent reminder information on species banned from sale and propagation under the NPPA and the Pest Plan.</p> <p><b>61%</b> of known plant outlets inspected. There were no instances of freshwater exclusion species being sold.</p> <p>Trade Me was monitored through saved searches for species banned from sale and propagation (focused on higher risk species). There were no listings of any freshwater eradication species.</p>															



New performance measure – eradication freshwater management site visits 2019-2020			
<b>Best practice management</b> All management sites visited on scheduled best practice rotation.		<b>Achieved in part</b>	See species specific details below
Eradication freshwater pest management site visits 2019-2020			
Eradication plant		Results	Details
	Eastern water dragon	Achieved	No active management sites.
	Eel grass	Achieved	No active management sites.
	Nardoo	Achieved	One surveillance site confirmed to still be free of nardoo.
	Red-eared slider turtle	Not achieved	There are currently 5 active management sites where turtles seen or reported but have not been retrieved, including the two new sites identified in 2019-2020. As there is no current set best practice for turtle eradication, capture methods remain experimental. Requests for advice on the basking trap methodology have been received from Australian biosecurity officers, and Bay of Plenty and Auckland Council staff. Basking traps were deployed at two of the sites on multiple occasions but were not successful. More intensive research and trial work is required, but the single biosecurity officer working on freshwater species did not have capacity for the more intensive trapping activity required because of pest fish management activities.
	Salvinia	-	Sites are managed by the Ministry for Primary Industries.
	Senegal tea	Achieved	One active site visited annually.
	Snake-necked turtle	Achieved	No active management sites. One captured turtle was rehomed.
	Water hyacinth	-	Sites are managed by the Ministry for Primary Industries.



*A biosecurity officer deploying a turtle trap at one of the five active management sites.*

New Performance Measure – Number of adult eradication freshwater pests 2019-2020 (baseline measurement)			
<b>Decrease in adult pests</b> Decrease in the number of mature specimens in existing sites.		<b>New measure</b>	This new measure will be used to demonstrate whether inspection and control frequencies have been successful in preventing eradication freshwater species from maturing, preventing the risk of spread to new sites. Baseline data for comparison for future years has been collated below.
Eradication freshwater pest management site visits 2019-2020			
Eradication freshwater pest		No adults	Details
	Eastern water dragon	0	No active management sites.
	Eel grass	0	No active management sites.
	Nardoo	0	This pest is approaching eradication status.
	Red-eared slider turtle	5	5 active management sites where turtles seen or reported but have not been retrieved.
	Senegal tea	0	No adult foliage.
	Snake-necked turtle	0	No active management sites.



*Basking in the sun,  
a public report of a  
**red-eared slider turtle**  
in an active management  
site in Whangarei.*

## 9.3 Progressive containment freshwater pests

### Key points of the progressive containment freshwater pest programme

- Enforcement of rules relating to progressive control freshwater pests.
- Eradication or reduction of infestations of progressive containment freshwater pest may be attempted with council in conjunction with Crown agencies and stakeholders where practical.

### Progress in achieving aims

Performance Measure	Result	Details						
<b>Response to public reports</b> Reports from the public responded to within 5 working days.	Achieved in part	<table border="1"> <thead> <tr> <th></th><th>2018-19</th><th>2019-20</th></tr> </thead> <tbody> <tr> <td>Public reports</td><td>7</td><td>13</td></tr> </tbody> </table> <p>13 reports of freshwater progressive containment species were responded to. Four of those reports took longer than the target time for initial response to requestors.</p> <p>Resolution of reports frequently takes significantly longer, especially where remote sites require a site visit or where multiple staff are required for netting work. Resources and staff capacity continues to be a barrier to resolving new reports in a timely fashion. This performance measure will be updated for 2020-2021 to be consistent with measures set for progressive containment plant species.</p>		2018-19	2019-20	Public reports	7	13
	2018-19	2019-20						
Public reports	7	13						
<b>Maintain distribution record</b> Maintain an updated distribution record of progressive containment freshwater species.	Achieved	<p>Significant effort was spent in 2019-2020 in reviewing and restructuring the council's database to better reflect:</p> <ul style="list-style-type: none"> <li>• Site status</li> <li>• Relationship to containment zones</li> <li>• Unconfirmed reports.</li> </ul> <p>The database can now be built on in 2020-2021 and used as a basis for better reporting, prioritising of control work, and surveillance netting of unconfirmed reports.</p>						
<b>Management site visits</b> All management sites visited on scheduled best practice rotation.	Not achieved	<p>Best practice is highly specific to the situation of each waterbody and pest fish status. However, the labour intensive nature of any pest fish work and the limited staff and contract resources available mean that work could only be undertaken at a proportion of management sites and potential sites. Annual plan and LTP bids submitted to address this shortfall. Covid-19 also had a significant impact on both the control program and the planned surveillance netting of unconfirmed sites which primarily occur between February–April because of seasonal water temperature and depth requirements.</p> <p>Staff have continued to work with Department of Conservation staff to scope and progress the steps required to make additional detection, control tools and barrier technology (eg. eDNA, piscicides) more feasible.</p>						



Netting of pest fish is very labour intensive



Performance Measure	Result	Details
<b>Management site visits</b> <i>(continued)</i>		
<b>Koi</b>		
Two intensive koi netting operations were conducted at a small, privately owned farm dam in Pahi within the containment zone, removing 118 koi carp. The purpose was to investigate the effectiveness and cost of intensively netting a small waterbody (which has limited recruitment), to determine whether this is a viable option for pest fish management. It is very difficult to achieve eradication via netting, however the sandy substrates of many of our sites mean that current piscicides are not appropriate and a variety of methods are required.		
<b>Tench</b>		
Tench netting to determine population structure and control options was undertaken at the Lake Kapoai site, outside of the containment zone. 6225 tench were removed.		
<b>Perch</b>		
Perch netting to determine population structure and control options was undertaken at the unnamed lake outside of containment zone. 9979 perch were removed.		

## Annual status reports

Annual reporting on the status and number of new sites of all progressive containment plants is required in the Pest Plan. The 2019-2020 status reports are detailed below.

### Koi carp – annual status report

#### New sites outside of containment area:

- 1 new site identified and confirmed in 2019-2020:
  - Kaingaroa – Mangatete River - river system (confirmed Sept 2020)
- 2 potential sites identified in 2019-2020:
  - Mangapai – river system
  - Arapohue – drain



The new site identified in the Kaingaroa in the Mangatete River is a major cause for concern and represents a significant range expansion outside of the known containment areas. This infestation also likely relates to the as yet unconfirmed Fairburn site in the Karemuhako stream, which is connected to the Awanui river. Control in rivers is not likely to be feasible given the current resources and tools available and highlights the need to increase the intensity of engagement/community awareness work to prevent new releases.

#### Existing sites outside of containment area

- 1 existing confirmed site outside of containment area:
  - Ōmāmari – dune lake/wetland  
The site has been scoped for potential for netting work but will be very difficult because of dense reed beds. Sandy substrate likely makes it an inappropriate target for piscicides.
- 8 existing potential sites that remain unconfirmed:
  - Awanui – dune lake
  - Fairburn – river system
  - Taipā – stream
  - Ruatangatata West – farm dam
  - Ngāraratunua – pond
  - Maungatāpere – dam
  - Ruawai – canal
  - Tangowahine - river system



Intensive surveillance netting of unconfirmed sites planned for March 2020 had to be cancelled because of Covid-19 and is rescheduled for summer 2020-2021.

#### Inside of containment area

New reports of sightings and new sites within containment areas continue to be received. Without capacity to provide more advocacy and awareness to locals and landowners, these populations represent an ongoing threat for further range expansion.

### Perch – annual status report

#### New sites outside of containment area

- 1 potential site identified in 2019-2020:
  - Pīpīwai – river system

#### Existing sites outside of containment area

- 1 existing confirmed site outside of containment area:
  - Te Korporu – unnamed dune lake/wetland



### Tench – annual status report

#### New sites outside of containment area

- No new sites identified in 2019-2020

#### Existing sites outside of containment area

- 1 existing confirmed site outside of containment area:
  - Te Korporu – Lake Kapoai



## 9.4 Sustained control freshwater pests

### Key points of the sustained control freshwater pest programme

- Enforcement of rules relating to sustained control freshwater pests.

### Progress in achieving aims

Performance Measure	Result	Details		
<b>New requests and response times</b> <ul style="list-style-type: none"><li>• The number of requests received is tracked.</li><li>• Reports from the public responded to within 20 working days.</li></ul>	Achieved in part		2018-19	2019-20
		Public reports	1	20
		Staff received 20 tracked requests for freshwater sustained control pests. One of those reports took longer than the target time for initial response to requestors.		
<b>Rule Exemptions</b> All exemptions to any rule are reported.	Achieved	No exemptions were granted in 2019-2020.		

## 9.5 Community engagement

Performance Measure	Result	Details		
<b>Community engagement - events</b> Engagement activities are conducted to increase awareness of freshwater pests.	Achieved	Refer Appendix for more details	2018-19	2019-20
		Field Days / Agricultural & Pastoral Shows	4	2
		Community events / waka ama	3	7
		School visits and workshops	2	3
		Stakeholder activities	-	
		Pest workshops	4	5
			12	17



The second of five dune lake education events was held at Lake Ngatu on 20 February. Some 50 students from three kura (Te Rangi Āniwaniwa, Te Hāpua, Ngātaki) learned about pest and native fish, tuna, water quality testing, and lake plants. These events provide an opportunity for council to demonstrate the importance of not releasing unwanted pets like turtles and goldfish into the wild, while educating students about pest fish species and their impact on New Zealand's waterways.

Part of the Freshwater Improvement Fund (FIF) Dune Lakes project administered by the Ministry for the Environment, the education days are run in conjunction with Enviroschools and Te Aho Tū Roa.

Five dune lake education events were scheduled during the year, of which two were held (Lake Waimimiha and Lake Ngatu) before the rest were delayed because of Covid-19.

*A Biosecurity Officer sharing information about pest fish with students at the Lake Ngatu Dune Lakes education event.*





Performance Measure	Result	Details		
Community engagement - media Increase awareness of freshwater pests.	Achieved	Refer Appendix for more details		
		Pest control hub – page views	2018-19	2019-20
		Pest control hub – total page view time	Data n/a	1,523
		Council Facebook page – posts	Data n/a	4.1 days
		Council Facebook page – reach (tag posts)	Data n/a	8 <sup>20</sup>
		Council Facebook most popular post	Data n/a	18,812
			1	1

## Check, Clean, Dry (CCD)

Check Clean Dry (CCD) is a freshwater pest awareness campaign led and funded by the Ministry for Primary Industries. The campaign is aimed at preventing the spread of freshwater pests between waterways. In Northland, the campaign is managed and implemented by the council and includes employment of a full-time CCD advocate in the summer months as well as input from other staff and contractors. These staff conduct advocacy and surveys at freshwater sites and at events.



Collateral material (educational information and merchandise) is distributed at freshwater events also to the relevant businesses, clubs and freshwater users throughout the region.

Check, Clean, Dry Events	Location
Wiki Hā - Waka ama 2019	Lake Ngatu
Waka ama - 32nd annual regatta	Lake Ngatu
Kaihoe O Ngāti Rēhia Pre-Nationals	Lake Manuwai
Waitangi Day Festival	Waitangi
Pouto Lighthouse Challenge	Southern Poutō Peninsula
Whānau at the falls	Whangārei Falls
Northland Field Days	Dargaville

A hornwort incursion in a dune lake at the southern end of the Pouto peninsula was used as a means of highlighting the importance of Check, Clean, Dry.

<sup>20</sup> Only one of the eight Facebook posts were tagged.

## 10. Marine pests and pathways





2019-2020 at a glance – marine biosecurity



## Background of the Marine Pathway Management Plan (MPMP)

Over the life of the Marine Pathway Management Plan (MPMP) council has the following aims:

- To increase the number of vessel owners and/or persons in charge of vessels complying with the pathways plan rules.
- To increase the awareness of the risk hull fouling poses to marine pest spread.
- To see a reduction in the new marine pest introductions to Northland.
- To see a reduction in the rate of spread of established marine pests within Northland.
- To help marine stakeholders, coastal marine area occupiers, vessel owners and the public to gain knowledge and skills to help reduce the impacts and spread of sustained control pests.

From 2010 council has had a species led approach to managing marine pests. However, identifying marine pests and potential risk organisms for Northland is difficult so rather than relying solely on the species led

approach, council is addressing a universal vector of spread. Mediterranean fanworm (*Sabella spallanzanii*) is one of many species that has entered the region via hull biofouling. Taking a proactive approach and encouraging cleaner hulls through a MPMP will result in fewer vessels carrying marine pests, such as Mediterranean fanworm, and other biofouling to the region and reduce the risk of new marine pest incursions.



*Sabella spallanzanii*  
(Mediterranean fanworm)

Marine pathway		
<b>Hull fouling: Level of Fouling 2 (LOF2)</b> 'Light fouling' allowed, which means no more than small patches (up to 100 mm in diameter) of visible fouling, totalling less than 5% of the hull and niche areas.		
Marine pests		
Asian paddle crab Australian droplet tunicate Japanese Mantis Shrimp	Mediterranean fan worm Pyura sea squirt Styela sea squirt	Undaria seaweed

## Programme implementation – year 2

Programme implementation in 2019-2020 included:

- The diver hull surveillance programme continued as per year one with levels of fouling recorded and any vessel carrying a named marine pest of concern placed under a Notice of Direction and directed to have the vessel cleaned in a timeframe and location appropriate to the level of risk posed.
- Whilst it had been intended to inform the owners of vessels that exceed the MPMP fouling threshold of their result directly and warn that should they move to another designated place with that level of fouling they would be in breach of our rules, this was not able to be achieved due to inadequate staff resource levels. However, existing communication and advice programmes have continued to assist vessel owners and stakeholders with ensuring compliance with rules.
- Where Notices of Direction were issued to the owners of vessels found with listed marine pests, these enforcement notices were tracked in IRIS (council's incident logging database) and regular contact was made with vessel owners to ensure they had met the requirements of the notice.



## Introduction and spread of marine pests in Northland

Performance Measure	Result	Details		
<b>New marine pests</b> Introduction of new marine pests to Northland is reported.	Achieved	New Pests Reported	2018-19	2019-20
		From hull surveillance	0	1
		From NIWA divers	0	2
<b>Hull surveillance</b> <i>Clavelina lepadiformis</i> , a new to Northland marine pest was recorded on a vessel hull during the surveillance of 2,048 vessel hulls throughout Northland. This vessel was subsequently lifted and washed.				
<b>NIWA surveillance – Ōpua Harbour</b> <i>Agnezia sp</i> , a new to New Zealand species that is still to be formally identified. <i>Caprella scauroides</i> , represents a range extension into Northland.				
<b>Range extensions within Northland</b> Spread of established marine pests within Northland is reported.	Achieved		2018-19	2019-20
		Range Extension Reports	8	6
<b>Public reports – Houhora Harbour</b> <i>Botrylloides giganteum</i> , <i>Polycera hedgpethi</i> and <i>Omobranchus anolius</i> reported by the public (NIWA staff on recreational dives).				
<b>NIWA divers – Rangaunu Harbour</b> <i>Thalamoporella californica</i> by NIWA divers conducting unrelated fieldwork.				
<b>Council officers – Whangārei Harbour</b> <i>Undaria pinnatifida</i> within Northland was detected by council officers during a public engagement event in Whangārei Harbour. The individual was removed and no new individuals have been found to date in follow up surveys.				

New to Northland  
marine pest  
*Clavelina lepadiformis*





Performance Measure	Result	Details
<b>Incidence response</b> All incidents are recorded, and a response plan is developed and implemented within 5 working days.	Data not available	58 incidents are recorded as not having been CLOSED within 5 working days. In reality, all incidents were risk assessed upon receipt, and a response implemented on the basis of likely harm to the receiving environment. The reporting system requires modification to capture response data (rather than close date) for this performance measure
<b>Rule exemptions</b> All exemptions to any rule are reported.	Achieved	No exemptions were granted in 2019-2020.

## Incursion response

With support from Biosecurity New Zealand, council has funded several responses to marine pest incursions.

### Mangonui Harbour

Marine biosecurity dive contractors discovered a boat heavily infested with Mediterranean fanworm in Mangonui Harbour during the Hull Surveillance Programme in February. Marine biosecurity staff, in collaboration with Biosecurity New Zealand, immediately launched a response which included ordering the vessel out of the water for immediate cleaning and sending in a dive team to search the seafloor and structures nearby. Divers subsequently found and removed six individual fanworm from the seafloor directly under the vessel, however no other evidence of an established population was found, and it appears the infestation was caught early enough to stop the pest establishing. Additional monitoring for the next 2 – 5 years will be required.

### Ōpua Harbour

A step-wise eradication response to the 2018 incursion of Mediterranean fanworm in Ōpua continued with divers removing 1000+ individuals from the area. The feasibility of this response will continue to be regularly assessed by a panel of independent scientists.

### Tutukaka Harbour

After five years of follow up diving the 2015 Mediterranean fanworm incursion in Tutukaka has been declared successfully eradicated.



Thick biofouling – including unwanted Mediterranean fanworm – covering the hull of a vessel ordered out of the water at Mangonui for cleaning.

## Community engagement

Performance Measure	Result	Details		
<b>Community Engagement – Events</b> Engagement activities are conducted to increase awareness of marine pests.	Achieved	Refer Appendix for more details	2018-19	2019-20
		Boat shows and marine events	5	1
		School visits / workshops	3	2
		Stakeholder activities	1	6
		Marine pest workshops	2	4
		Total	12	13
		The country’s Covid-19 response caused the cancellation of key marine events such as the Hutchwilco Boat Show therefore limiting the opportunities for community engagement.		

## Reotahi snorkel survey, November 2019

Doubling up as both a marine survey and an opportunity to educate the public on marine pests, this survey involved marine biosecurity staff and local groups passionate about Whangārei's marine environment (including NorthTec, Experiencing Marine Reserves, Patuharakeke, and Ocean Spirit). The survey was run to identify any invasive marine species present, and with permission from the Department of Conservation 30+ Mediterranean fanworm were removed from the reserve. A single juvenile *Undaria pinnatifida* (an invasive Japanese kelp) was also found, which represents a range extension into Whangārei Harbour.



*Juvenile Undaria pinnatifida found in the survey at Reotahi.*



*Volunteers came from many local groups for the Reotahi Marine Reserve Survey*



Performance Measure	Result	Details			
<b>Community engagement – media</b>	Achieved	Refer Appendix for more details		2018-19	2019-20
Increase in awareness of the risk hull fouling poses to marine pest spread.		Pest control hub – page views		Data n/a	1,275
		Pest control hub – total page view time		Data n/a	3.9 days
		Council YouTube channel – clip views <sup>6</sup>		Data n/a	1,615
		Council Facebook page – posts		15	8 <sup>7</sup>
		Council Facebook page – reach (tag posts)		57,168	4,624
		Council Facebook most popular post		1	1
		Press releases		6	3
		Marine advertisements		5	3
<b>Education surveys</b>	Not achieved		2018-19	2019-20	
Vessel owner surveys to assess marine community awareness of marine pests.		Vessel owners surveyed	88	-	
Staff undertook a review of the vessel owner survey and decided not to undertake a survey in the 2019-2020 year. Resource was redirected instead towards the TON Partnership in which we achieved considerable progress towards a more consistent approach to managing marine pests across the northernmost regions. Outcome monitoring remains a key focus for council and TON, and we believe capturing robust data to track behaviour change will be achieved better through the coordinated approach of the TON partnership. A vessel owner behaviour change survey will become part of the annual boat show events and be distributed through TON media channels and websites.					



*What a difference a few centimetres of water can make...  
Above and below waterline photos of a hull in Houhora.*

<sup>6</sup> Detailed metric data not available for YouTube video clips – clip view data runs between November 2019 and October 2020.

<sup>7</sup> Only one of the eight Facebook posts were tagged.

## A Public engagement activities

### A1 Council Facebook page

<https://www.facebook.com/NorthlandRegionalCouncil/>



#### Tagged posts

Tag reporting is data recorded on *tagged* posts on the council's Facebook site. Not all posts are tagged – only those with significant content.

Results for Biosecurity tagged posts are summarised in the table below.

Biosecurity Activity	Tagged Posts Sent <sup>8</sup>	Impressions ( <i>reach</i> )	Engagements
Pest animals / partnerships	6	18,523	3,525
Kauri dieback	6	81,547	2,162
Marine	1	4,624	338
Freshwater	1	18,812	3,135
Biosecurity week	4	11,864	645
Other biosecurity posts	11	46,117	5,090
<b>Totals 2019-2020</b>	<b>29</b>	<b>181,487</b>	<b>14,895</b>
<i>Total 2018-2019</i>	<i>78</i>	<i>134,521</i>	<i>10,980</i>
<i>Increase / Decrease</i>	<i>↓ 49 posts</i>	<i>↑ 46,966 (35%)</i>	<i>↑ 3,915 (36%)</i>

Despite a considerable reduction in biosecurity tagged posts from the preceding year, Facebook impressions and engagements increased by **35 – 36 %**.

**Biosecurity Week** (the annual week long New Zealand Biosecurity Institute promotion) this year was *All Hands on Deck*.



PROUDLY SUPPORTING

**Biosecurity Week 2019**

ALL HANDS ON DECK



The Facebook campaign showcased innovative ways Biosecurity is carried out in Northland and drew 11,864 impressions.

*The Community Prize Pack drew entries from both groups and individuals.*

<sup>8</sup> Only selected posts are tagged, so actual Facebook activity will be higher than recorded here.



## Most popular Facebook post

This is a monthly assessment of council's most popular Facebook post. The post is assessed on two industry metrics:

<b>M1 Engagement / Total Fans</b>	=	$\frac{\text{Likes + Comments + Shares (of post)}}{\text{Total fans}}$
<i>This metric has an industry average of 1 – 2%</i>		
<b>M2 Engagement / Reach</b>	=	$\frac{\text{Likes + Comments + Clicks + Shares (of post)}}{\text{Reach}}$
<i>This metric has an industry average of 10 – 20%</i>		

Biosecurity posts were the most popular on the council Facebook page for three months of the year.


Month	Category	Subject	Reach	Reactions	Post Clicks	M1	M2
Oct 19	Eradication	Turtle	14,741	266	2,868	2.8%	21.3%
Dec 19	Sustained control	Kauri dieback	6,050	269	1,479	2.9%	28.9%
Mar 20	Sustained control	Mediterranean Fanworm	11,465	168	1,663	1.6%	14.5%

**Northland Regional Council**  
October 16, 2019 · 🌐

We have recently received a number of reports of freshwater turtles 🐢. With temperatures warming up, turtles are becoming more active, so sightings of them are starting to increase.

Northland Regional Council has classed snake-necked and red-eared slider turtles as 'eradication' species which means they are allowed to be kept in captivity but are not to be released into the wild. If left uncontrolled, these species can have negative impacts on native species and water quality.

For more information on freshwater pests, check out our Pest Control Hub: <https://bit.ly/2Omp5M>



15,589  
People Reached

3,150  
Engagements

[Boost Post](#)

*Most Popular Post,  
October 2019*

### *Turtles*

*OK as a pet, but an eradication pest in Northland's freshwater sources, turtles attract a lot of attention on Council's Facebook page.*

## Facebook video collection

On the Facebook page there is a large collection of videos covering the range of services provided by council as well as promotional clips. Biosecurity was a major component of **97** video clips (out of 458 clips on the page) at the end of June 2020. Facebook does not offer detailed metric data for videos, however clip view data from inception is available to October 2020 and details are summarised below.

Category	Number of Videos on the Page	Page Views <sup>9</sup> as at 12/10/2020	Reactions <sup>10</sup> as at 12/10/2020
Animals	36	50,300	945
Plants	13	7,900	187
Disease	8	86,600	217
Freshwater	8	19,000	186
Marine	8	52,400	267
General	24	36,200	991
Total Biosecurity Video Views	<b>97 (21%)</b>	<b>252,400 (40%)</b>	<b>2,793</b>
Total Video Views (all videos)	458	631,900	n/a

Biosecurity related videos are extremely popular on the page drawing **40%** of the viewing audience. Biosecurity features in 4 of the 5 most popular videos on the page as detailed below.

Facebook Page Clip Ranking	Title	Category	Views	Reactions
1	Keep Kauri standing – Northland Rugby Union / Tāne Māhuta (Aug 2019)	Disease	49,500	46
2	Fanworm attached to a scallop (Sep 2018)	Marine	44,100	143
3	Clean your boots (Northland Rugby Union) (Aug 2019)	Disease	30,500	57
5	Brad and Milo – Bush Bay Action (Jul 2017)	Animal	11,600	139

Council's Facebook Page  
most popular video clip

**Keep Kauri Standing**

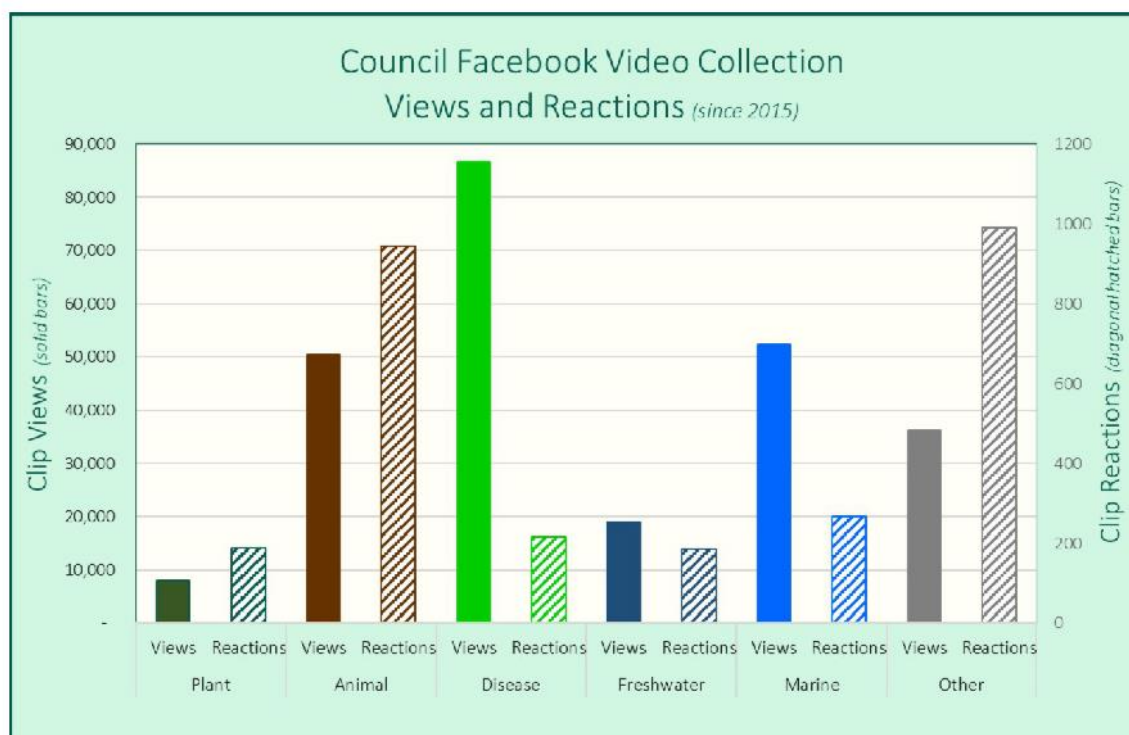
Made in partnership  
with the Northland  
Rugby Union



<sup>9</sup> Clip view numbers >1,000 are rounded to the nearest hundred.

<sup>10</sup> Reactions = likes, comments, shares or other responses to a post.

The kauri dieback partnership with the Northland Rugby Union was by far the departments most successful Facebook campaign of the year garnering a total of 80,000 views with two videos. These two videos alone are responsible for 12.7% of the total Facebook page video views to date.



## A2 Pest Control Hub

<https://www.nrc.govt.nz/environment/weed-and-pest-control/pest-control-hub/>

Developed in Northland, this user friendly portal provides the means for people to learn more about Northland's worst pests, how to control them, and the rules regarding their control. The Hub also provides a way for the public to report new pests and incidents increasing the regions ability both to detect new pests early and manage existing ones.

The layout of the portal allows easy searching on the basis of both pest type (eg. animal, plant etc) and classification under the Pest Plan. Included on the front page of the Hub

is a *Pest of the Month* highlight bar which is used to raise the profile of selected pests on a seasonal basis.

With 191 pest species included in the Hub, it is a comprehensive pest database that has usage tracking data available to allow analysis of site traffic including the number of page view, unique page views, and time spent on pages.



Pest Control Hub Section	Number pages in the Hub	Pest Control Hub Usage Data 2019-2020					
		Number of Pages Viewed	Total Page Views <sup>11</sup>	Total Unique <sup>12</sup> Page Views	Average Time on Page (minutes)	Total Time on Page (Hours)	Total Time on Page (Days)
Animal	34	33	2,708	2,473	3.3	218.2	9.1
Disease	3	2	201	185	2.5	12.4	0.5
Freshwater	24	20	1,523	1,392	3.3	98.1	4.1
Marine	17	15	1,275	1,129	3.9	92.9	3.9
Plant	113	100	9,624	8,799	3.4	706.3	29.4
<b>Total</b>	<b>191</b>	<b>170</b>	<b>15,331</b>	<b>13,978</b>	<b>3.4</b>	<b>1,127.9</b>	<b>47.0</b>

Most Popular Pest Hub Page  
2019-2020

**English Ivy**

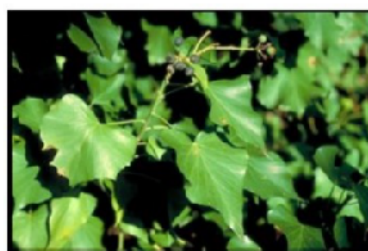
587 page views (537 unique)

Average time on page

= 3.5 minutes

Total time spent on page

= 60.2 hours (2.5 days)



English ivy

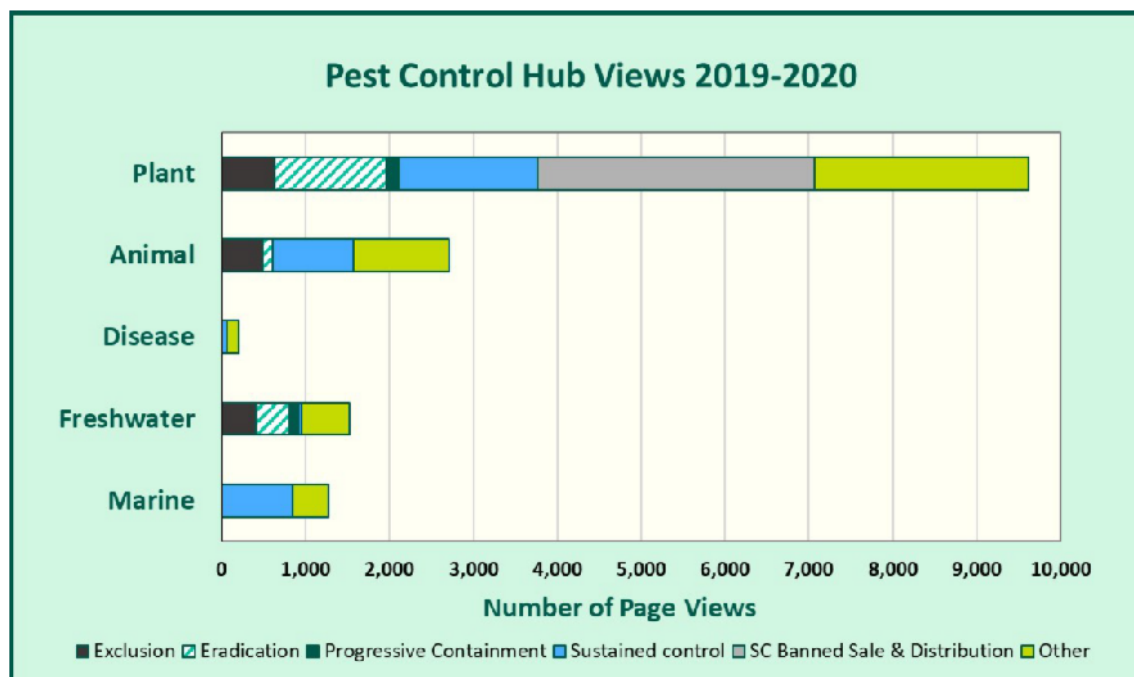
English ivy is an evergreen climber that can spread along the ground or climb trees, walls and other structures.


<sup>11</sup> Page views is the total number of pages viewed. Repeated views of a single page are counted.

<sup>12</sup> Unique page views are the number of sessions during which the specified page was viewed at least once.



With plants making up nearly 60% of the species in the Hub, this group of pests dominate Hub usage statistics.





**Look familiar?**

*It should, the colours may be different, but this is Northland's Pest Control Hub adopted for use elsewhere.*

*The Hub is now being used by Nelson City Council, Tasman District Council, Hawkes Bay Regional Council, and Environment Southland.*

## Pests & Weeds Hub

Welcome to the Hawke's Bay Pest Hub, your go-to guide for a name of a pest or weed in the search bar, or filter using the icons

Related pages

Enter the name of a pest or weed:


Search


Pest Management Programme


Filter by Pest Management P


View Results - 1/1 items found


Try one of these tags to narrow down your search


  
animals

  
diseases

  
freshwater

  
insects

  
marine

  
plants

## A3 Council YouTube channel

<https://www.youtube.com/user/NorthlandRegCouncil/playlists>

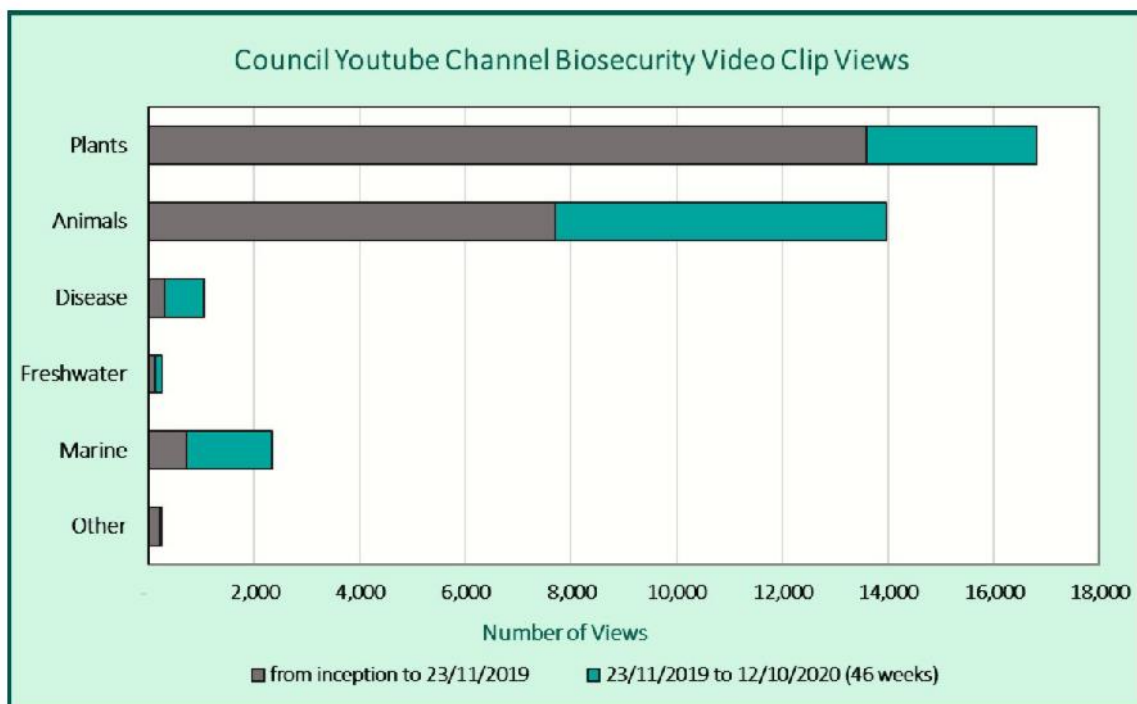


Council maintains a YouTube Channel of videos covering the range of services provided. The channel had 43 new video clips added to it during the 2019-2020 year (new total of 186 videos as at 30 June 2020). Biosecurity was a major component of 14 of the new videos to the channel in 2018-2019 as detailed below.

Month	Subject	Category
Jul-19	Pest control hub – report it	Disease
Aug-19	Northland rugby players visit Tāne Māhuta	Disease
Aug-19	Northland rugby players “Clean your boots”	Disease
Jan-19	Check Clean Dry - dry your gear	Freshwater
Feb-20	Innovating pest management	Animals
Feb-20	Commercial forestry protecting kiwi	Animals
Feb-20	Friends of Matakohē-Limestone Island	Animals
Feb-20	Fauna and flora flourish	Animals
Feb-20	Protecting our ngahere	Disease
Jun-20	Portland School - te kura o tikorangi	Awards
Jun-20	Paukeha and Ngāti kuta hapū	Awards
Jun-20	Bream Head Conservation trust	Awards
Jun-20	Patukeha and Ngāti kuta hapū	Awards
Jun-20	Ian Wilson and John Dawn	Awards

The YouTube Channel is not actively promoted by Council, but still attracts approximately 1,700 views per month. Detailed metric data is not available for the channel; however clip view data is available for November 2019 and October 2020 and is summarised below.

Category	Video Clips as at 12/10/2020	Page Views as at 23/11/2019	Page Views as at 12/10/2020	Views over period (46 weeks)
Animals	17	7,708	14,147	6,269
Plants	9	13,585	16,811	3,226
Disease	5	303	1,050	747
Freshwater	5	129	265	136
Marine	4	734	2,349	1,615
General	11	213	248	35
Total Biosecurity Video Views		22,672 (49%)	34,870 (54%)	12,198
Total Channel Views (all videos)		46,152	65,081	18,929



There were 51 Biosecurity related videos in the channel (27% of the 186 video clips) as at the end of 2018-2019. These videos are maintaining a strong presence in the YouTube channel drawing an increasing share of views (54% of total views by October 2020). Overall, pest plant video clips are the most popular followed by pest animals.

*Council's  
YouTube Channel  
most popular  
Biosecurity videos  
over the last 46  
weeks.*



How to trap and kill rats  
3,201 views



Weeds – Japanese honeysuckle  
1,823 views



Japanese Mantis Shrimp (*Oratosquilla oratoria*)  
1,583 views

## A4 Council press releases

<https://www.nrc.govt.nz/news/>

Biosecurity was involved in 9 of council's 64 press releases in 2019-2020.

Biosecurity related press releases are summarised in the table below.

Date	Subject	Category	Programme
Oct-19	Fanworm removed at Opua	Marine	Pathways
Nov-19	Emerging Leader Award – Kane McElrea	Other	
Dec-19	Boat hull surveillance	Marine	Pathways
Mar-20	Fanworm Mangonui	Marine	Pathways
May-20	Emerging Leader Award – Kane McElrea	Other	
May-20	Wilding conifer funding	Plant	Sustained control
Jun-20	Environmental awards	Other	
Jun-20	Wilding conifer career opportunities	Plant	Sustained control
Jun-20	Report feral deer	Animal	Eradication

### National recognition

*Biosecurity Partnerships & Strategy manager, Kane McElrea earned national recognition during the year winning two emerging leader awards.*

- AsureQuality Emerging Leader Award**  
*from the New Zealand Biosecurity Awards recognising his work in forging sustainable community and iwi led biosecurity programmes, particularly to help protect Northland's kiwi.*
- Brookfields Emerging Leader of the Year Award**  
*from the Society of Local Government Managers (SOLGM) recognising an emerging leader (under 35 years.) whose work has positively influenced community based biosecurity initiatives and has helped turn the tide on Northland's dwindling kiwi populations.*





## A5 Council stories

<https://www.nrc.govt.nz/our-northland/stories/>

The Stories page was a new addition the council's website in June 2018. A total of 20 stories were added in 2019-2020, of which Biosecurity was involved in 8.

Biosecurity related stories are summarised in the table below.

Date	Subject	Category	Programme
Sep-19	Community pest control boosts local bird life	Animals	Sustained control
Sep-19	Passions entwine at Hurupaki School	Plants	Eradication
Sep-19	Keep kauri standing – "Clean your boots"	Disease	Sustained control
Nov-19	Ring of steel tightens its grip	Animals	Sustained control
Nov-19	Millington Road pest busters	Animals	Sustained control
Nov-19	War on weeds heats up on Tutukaka Coast	Plants	Sustained control
Nov-19	Clawing back the land	Plants	Progressive containment
May-20	North recovery efforts, shovel ready, provincial growth work supported	Plants	Sustained control

*Covering many aspects of pest control, the Council's Stories page showcases many biosecurity activities across Northland.*



## A6 Events

The Biosecurity team was involved in a wide range of public events during the year as summarised below.

Event Type	Number of Events Attended 2019-2020				
	Pest Plants	Partnerships	Disease & Incursions (kauri dieback)	Freshwater	Marine
Field Days	1	1	1	1	
Agricultural and Pastoral Shows	4	4	1	1	
Kiwi Releases and Associated Activities		15			
Other Community Events	4	10	4	7	
Enviroschools Workshops		7			
School Visits and Workshops	2	9	13	3	2
Stakeholder Activities	14	9	11		6
Pest Workshops	5	27		5	4
Hygiene Workshop			1		
Pig Hunting Competitions			10		
Controlled substance licencing		7			
Boat Shows					1
Static Displays			1		
Prize sponsorship			1		
<b>Total</b>	<b>30</b>	<b>89</b>	<b>43</b>	<b>17</b>	<b>13</b>



*Enviroschool Expo,  
November 2019*

Northland Regional Council

P 0800 002 004

E [info@nrc.govt.nz](mailto:info@nrc.govt.nz)

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

**TITLE:** **Kaipara Moana Remediation Programme Deed of Funding**

**ID:** A1389214

**From:** Penny Pirrit, Northland Regional Council Management Representative and Jonathan Gibbard, Group Manager - Environmental Services

**Authorised by Group Manager:** Jonathan Gibbard, Group Manager - Environmental Services, on 03 December 2020

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### **Executive summary/Whakarāpopototanga**

Earlier this year the Crown, as part of its Jobs for Nature fund, approved a grant of \$100M over six years to the Kaipara Moana Remediation programme. A deed of funding is required to secure the funding and includes the year one programme of work. The deed was signalled in the Kaipara Moana Remediation Programme Memorandum of Understanding signed on 9 October 2020 (the MOU) by Kaipara Uri, Auckland Council, Northland Regional Council and the Crown.

Staff from Kaipara Uri, Auckland Council and Northland Regional Council have worked with the Ministry for the Environment to ensure that the deed reflects the unique partnership governing the Kaipara Moana Remediation Programme; the complexity, number and duration of the projects that make up the programme; and legal requirements that govern the councils that are party to the MOU.

The proposed deed of funding which is attached to this report now better reflects the right level of accountability and processes necessary to satisfy the Crown there will be processes in place that show how the grant has been spent to achieve the agreed outcomes of the programme whilst ensuring that the administration of these processes do not overwhelm the main on- the- ground delivery focus of the programme.

The Kaipara Moana Remediation Joint Committee cannot itself sign the deed of funding, as the Joint Committee is not a legal entity and cannot enter into contractual arrangements.

This impacts the wording of the deed of funding in two ways. Firstly, all member parties to the MoU are required to sign the Deed and secondly a 'recipient' or banker (to hold the grant funds on behalf of the Joint Committee) must be identified from one of the member parties.

The Joint Committee, however, has discussed the proposed Deed and at its meeting on the 16 November resolved to endorse it in principle (as the Deed was still in draft form) and to recommend to the parties who signed the MoU that they sign the Deed of Funding as soon as practicable so as to enable access to the grant funds. The Joint Committee also resolved to indicate its support for the Northland Regional Council being identified in the Deed as the 'recipient'/banker of the grant funds.

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### **Recommendation(s)**

1. That the report 'Kaipara Moana Remediation Programme Deed of Funding' by Penny Pirrit, Northland Regional Council Management Representative and Jonathan Gibbard, Group Manager - Environmental Services and dated 24 November 2020, be received.
2. That the Proposed Deed of Funding in Attachment One to this report be approved by Council (subject to minor amendments).
3. That the role of the Council as the recipient/banker in the proposed Deed be approved.
4. That the Chair and the Chief Executive Officer be delegated the authority to negotiate any minor amendments to the proposed Deed of Funding that may arise prior to final



signing of the Deed, provided those amendments do not materially change council's obligations under the Deed.

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## Options

### Purpose of the Deed

It is standard practice that when the Crown provides grant funding to a programme or project that a deed of funding is agreed between the Crown's representative (in this case the Ministry for the Environment (MfE)) and the recipient(s) of the grant. A deed formally outlines the term of the grant, rights and obligations of the parties and, in particular the financial and delivery accountabilities of the recipient(s), reporting requirements and processes to resolve any concerns the Ministry may have over performance. A deed provides clarity to the recipient(s) receiving the grant on their obligations and accountabilities while providing MfE with robust processes to ensure public funds are used to achieve the outcomes the funds were provided for.

### Options Analysis

For the Kaipara Moana Remediation Joint Committee to receive the \$100m grant from the Crown, member parties have no option but to enter into a deed of funding.

There are various options for what that deed indicates in terms of obligations and processes. The original draft of the Deed received from MfE was in the format of the standard deed used with all grant recipients which was drafted to cover community groups with few formal practices in place. The wording, therefore, was considered inappropriate for the scale of the programme and for the parties responsible for the programme's governance and delivery. It was considered that the Deed should reflect:

1. The unique partnership arrangement spelt out in the Memorandum of Understanding.
2. The partnership accountability for ensuring the programme is governed well and outcomes are delivered.
3. The scale and complexity of the programme over the six-year programme.
4. Recognition that some projects will be multi year.
5. The robust obligations and audit requirements that local government is required to meet under the Local Government Act.
6. A balance between adequate reporting to satisfy Crown the funds are being used appropriately vs too onerous reporting that would divert funds from being spent on actual project delivery to paying for additional full-time reporting resources.

Auckland Council agreed to undertake the work required to provide alternative drafting for relevant parts of the draft deed. This work was done and provided to MfE for feedback. MfE indicated they were comfortable with the proposed alternative approach. Further engagement between MfE, council staff, and Kaipara Uri (senior advisor) has helped further refine the drafting.

It is now considered that the Deed more appropriately reflect the partnership arrangement of the MoU and the processes needed to ensure transparency and robustness in how the use of the grant funds are used and reported on. Minor amendments to the attached Deed are still being negotiated. These are mainly around programme key performance indicators and reporting obligations. It is anticipated that these negotiations will be completed by the 15 December and a final version can be tabled at the council meeting for ratification.

The draft Deed was workshopped with council on Wednesday 2 December. While further amendments to the Deed can be proposed, this will require further negotiations with all parties and will further delay the signing of the Deed and progressing the programme of works.

It is staff recommendation that the Deed of Funding as attached to this report be approved by council, with delegation to the Chair and Chief Executive Officer to negotiate any minor amendments that do not materially change council's obligations, and to sign the Deed.

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## Considerations

### 1. Environmental impact

The Kaipara Moana Remediation programme seeks to make a significant impact on the health of Kaipara Moana through long term sustained and integrated catchment remediation at a scale not previously seen in Aotearoa. While there is a key focus on reducing the annual 700,000 tonnes of sediment flowing into the Kaipara Moana the programme also looks to provide skills and job opportunities to Kaipara Uri and local communities. A ten-year programme requires around \$300 million to achieve the outcomes sought and accessing the Crown grant of \$100 million is key to the programme's success.

### 2. Community views

The Kaipara Moana Remediation programme is supported by Kaipara Uri and many groups around the Kaipara Moana who have been actively engaged in remediation activities e.g. Integrated Kaipara Harbour Management Group, landcare groups, farmers, landowners.

### 3. Māori impact statement

The Kaipara Moana Remediation is a partnership between Kaipara Uri (Ngā Maunga Whakahi o Kaipara Development Trust, Te Rūnanga o Ngāti Whātua, and Te Uri o Hau Settlement Trust), Northland Regional Council, and Auckland Council) which has been ratified with the signing of a Memorandum of Understanding (MOU) on the 9 October 2020. The MOU recognises that "Kaipara Moana is of great traditional, cultural, historical, spiritual and economic importance to Kaipara Uri, and that the well-being of Kaipara Moana is intrinsically linked with the well-being of Kaipara Uri. Kaipara Uri have sacred rights and responsibilities as kaitiaki of Kaipara Moana." The success of the programme and delivery of its outcomes is paramount to Kaipara Uri.

It must be acknowledged however, that the Kaipara Moana Remediation Programme covers the entire Kaipara catchment and that there are hapu and iwi whose rohe include parts of the Kaipara catchment, who are not Kaipara Uri, and are not part of this partnership. This has been, and will continue to be, an issue of contention and one which will need to be actively addressed by programme partners as this programme proceeds. Council should continue to advocate for a solution that provides appropriate recognition for those hapu and iwi and their ability to participate in the programme moving forward.

### 4. Financial implications

The key financial implication of the Deed relates to the requirement for Auckland Council and Northland Regional Council indicating how they will co-fund the programme through their respective Long-Term Plans, in combination with other contributions (i.e. landowners, industry association, philanthropic) to the total of \$100 million in order that the grant funds are released for Years two-six of the programme.

This obligation will require the two councils to consult on how much of that \$100m will come from council sources (rates, debt, user charges) and how much will come from third parties. This means that individual projects that the Joint Committee approve in the annual work plans (starting with the Year One Plan) should be clear on how any costs will be funded (i.e. a percentage indication of whether Crown, council or third party funds).

Another financial implication is that until the Deed is signed and the Year One work plan approved, Auckland Council and Northland Regional Council are funding projects that require an immediate start from within their year 1 financial contribution to the programme.

## **5. Implementation issues**

One of the key outstanding issues, that will be critical to the successful implementation of the remediation programme, will be the establishment of the operational delivery vehicle (the organisation to support and deliver the programme). Currently, there is an interim arrangement where a combination of council staff and contractors are supporting the programme however this is not a long term solution and the Joint Committee is currently receiving advice on operational delivery structures. The three main options being considered include a business unit within either NRC or AC, a Company or a Trust. The Joint Committee will be considering final recommendations on this structure at its February 2021 formal meeting.

Another implementation issue, specific for NRC, is if NRC is confirmed as the recipient/banker of the Crown grant, council will need to put in place financial and reporting processes to meet the obligations, in the Deed, of the recipient. Work is already underway to determine what those processes entail.

## **6. Significance and engagement**

In relation to section 79 of the Local Government Act 2002, the decision (i.e. recommending to member parties to sign the Deed) arising from this report is considered to be of low significance when assessed against Northland Regional Council's significance and engagement policy. This does not mean that this matter is not of significance to tangata whenua and/or individual communities, but that the joint committee is able to make these decisions without undertaking further consultation or engagement.

The indication in the Deed of a condition of continued funding for years two -six of the programme is that Northland Regional Council and Auckland Council must identify how the matching \$100m will be co-funded is significant which is why both councils will be engaging with their communities on that matter as part of the 2021 Long Term Plan process.

## **7. Policy, risk management and legislative compliance**

As with all legal documents that commit signatories to certain obligations and outcomes there is an element of risk to each member party and the 'recipient' in signing the Deed.

Considerable effort has gone into negotiating the terms and conditions of the Deed, and legal advice has been sought to clarify council obligations. Council staff are satisfied that the obligations contained within the Deed are appropriate and within council's ability to deliver on.

As the programme moves forward, it will be critical that council, through our staff and councillor representatives on the Joint Committee, assuring ourselves that approved projects meet the objectives and outcomes of the programme and that for each project there is clarity on how the project is funded (i.e. from Crown, council or third-party funds). In particular, that the Joint Committee and staff are vigilant that the grant is used in the manner set out on Part C Clause 2.7 of the Deed.

The Deed sets out that the Northland Regional Council be the recipient/banker of the grant funds. In fulfilling this role, it is critical that council puts in place robust practices to meet its financial and reporting obligations. Staff are already looking at this and are confident that robust financial systems and processes will be put in place to meet these obligations.

As has been highlighted elsewhere in this report and in a previous report relating to the Kaipara Moana Memorandum of Understanding (MOU), both Northland Regional Council and Auckland Council has an obligation to secure \$100 million funding to match the Crown's \$100

million over the 5 year period. It will be important to keep this obligation front of mind as the programme proceeds to ensure this funding model is met.

Further analysis of the content of the Deed, risks and mitigation are outlined throughout this report.

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## **Background/Tuhinga**

### **Parties to the Deed**

The wording of the deed of funding normally used by MfE is structured around a single 'recipient' for the Crown funds, who would carry all the responsibilities and obligations (and liabilities) under the deed. This did not fit with the partnership approach taken in developing the Kaipara Moana Remediation Programme, nor the principles of partnership set out in the MOU. It is considered inappropriate for one of the member parties to carry all liabilities when decision-making on the annual work plan and other key matters was to be undertaken collectively by the Joint Committee.

Therefore, the Deed (as attached) has been structured so that all member parties sign the Deed, and the Joint Committee (on which all member parties have representatives), is accountable for the overall governance of the Kaipara Moana remediation programme; and the appropriate utilisation of the grant monies in the delivery of that programme.

As there is no single recipient of the grant a 'recipient' (or 'banker') of the funds is required to provide a place for the funds to be deposited and to provide appropriate accounting and reporting of the funds use. The 'recipient' should be one of the member parties.

The Deed requires the 'recipient' to establish and maintain a separate reserve account which can only be used for the purposes of receiving and distributing the grant (Part B Special terms clause 11). How the 'recipient' distributes the funds from the grant is determined by the Joint Committee through its adoption of annual work plans.

The Deed proposes that the Northland Regional Council become the recipient. Council has the accounting and financial systems in place required to meet these obligations and is responsible for a greater proportion of the Kaipara Moana catchment than Auckland Council.

The Deed also recognises that the term of the Joint Committee is finite and that it will cease to exist once the Kaipara Moana Body is established through treaty settlement legislation. At that time the Deed will expire, and a new Deed of Funding will be agreed between the Crown and the Kaipara Moana Body (KMB). Any unspent grant funds held by the 'recipient' will be transferred to the KMB.

### **Accountabilities under the Deed**

The Deed requires the Joint Committee<sup>1</sup> to:

1. Prepare and approve an Annual Work Plan which:
  - a. Details the programmes activities and deliverables for that year.
  - b. Details the budget and funding sources, including amounts, for all activities.
  - c. Details amount of grant funding required in the first and second six months of the year.
  - d. Details any statutory permissions or consents needed to undertake any of the activities.
  - e. Details any aspects that are materially different from previously approved annual work plans.

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<sup>1</sup> Refer Part B Special terms Sections 2-8



2. Carry out the programme and complete the deliverables set out in each Annual Work Plan
3. Prepare and submit to MfE an Annual Report which:
  - a. Compares the programme activities undertaken for the previous financial year against those set out in the applicable annual work plan.
  - b. Provides an analysis of budget versus expenditure including detailed information on how funds from the Crown grant, Member Parties and any third parties have been used for specific projects and deliverables.
  - c. Includes an update of health and safety issues in relation to the programme activities.
  - d. Addresses any issues raised by MfE.
  - e. Provides a change control register which captures any significant changes to the programme (from the applicable annual work plan) agreed between MfE and the Joint Committee.
  - f. Is provided to MfE within four months of the end of each financial year.
4. Include within the Annual Report an Audit Report which:
  - a. Is prepared by an independent auditor who is a chartered accountant.
  - b. Considers, in respect of the grant funding received for the previous financial year, compliance with the terms and schedules of the Deed, appropriate use of the grant funding, and any other reasonable matter raised by MfE.
5. Prepare and submit a Six-Monthly Report which:
  - a. Includes updates on expenditure against budget to date and provides a projection for the following six-month period.
  - b. Includes reporting on agreed metrics.
  - c. Raises any issues or risks that require discussion and/or action from MfE before the next annual report.
  - d. Is provided to MfE within two months of the 31<sup>st</sup> December each year.
6. Keep MfE informed of any issues that may affect delivery of the programme.
7. Provide a remedial plan if MfE considers that there has been a breach in any of the obligations under the Deed.<sup>2</sup>

The Deed requires the Recipient (the banker) to:

1. Submit (via the Joint Committee) an audit report prepared by an independent auditor (independent from the recipient and the recipient's related entities) to be included in the Annual Report.
2. Set up and maintain for the duration of the Deed a reserve account representing the accumulated balance of the grant. The reserve account can only be used for the purposes of receiving and distributing the grant.
3. Include an interest calculation on its monthly closing balance in that reserve account and any interest calculation shall be notified in each annual report.

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<sup>2</sup> Refer Part 2 Special Terms Section 8

4. Keep accounts, that meet generally accepted accounting practice, and other records which enable prompt and accurate verification of how the grant has been or will be used. Such records are to be maintained for at least 7 years after the expiry date of the Deed.

The Deed requires MfE to:

1. Consider any annual report and six-monthly report submitted to it by the Joint Committee.
2. Within 20 working days of receiving a report either accept the report or request modifications to the report (and give reasons why modifications are required).
3. Work with the Joint Committee to resolve any disagreement over requests for modifications to reports.
4. Consider the annual work plan submitted by the Joint Committee.
5. Within 20 working days of receiving the annual work plan either accept the work plan or requests modifications (and give reasons for the modifications).
6. Work with the Joint Committee to resolve any disagreement over requests for modifications to the work plan.
7. If there is a disagreement to be worked through, MfE will still release grant money for those projects in the work plan that are not in contention so to ensure continuity of projects.
8. Issue a notice to the recipient, a member party or the Joint Committee if it considers one or more of them have breached any of its obligations under the Deed.
9. Review any Remedial Plan provided by one or more of the other parties which addresses the breach and either approve the plan or advise of amendments required.<sup>3</sup>
10. Payment of grant funding as per the agreed annual work plan and process set out in the Deed.

### **Payment of the Grant**

The Deed indicates an initial grant amount of \$12million dollars for the 202/21 Financial Year. The Deed also acknowledges that subject to meeting specified conditions (re performance and provision of a matching \$100 million) MfE will pay the balance of the \$100 million grant over the following five years.

A key issue for the programme is to ensure that the Deed recognises that some projects will continue over a number of years and so funding needs to be ongoing (it doesn't stop while an annual work plan is approved).

Part B Special Terms Clause 4.4 indicates that the recipient may hold, and the Joint Committee may use grant funding unspent in respect of a financial year in the following financial year.

The Deed indicates that the funding for each financial year is the amount set out in annual work plan to be paid by MfE.

Apart for this current financial year, the funds will be paid by MfE in two instalments. The first will be paid within 10 working days of the annual work plan being provided to MfE while the second will be paid on the 1 January of the relevant financial year. Both payments are subject to Auckland Council and Northland Regional Council committing to co-fund the programme through their respective

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<sup>3</sup> Refer Part 2 Special Terms Section 9 for full description of Remedial Plan process

Long-Term Plans, in combination with other contributions (i.e. landowners, industry association, philanthropic) to the total of \$100 million.<sup>4</sup>

For the current financial year (i.e. until 30 June 2021), all of the grant money identified for this year, \$12million, will be paid once the annual work plan for this year is adopted and agreed on with MfE.

### **Reduction or Termination of Grant**

The Deed outlines the circumstances when MfE may reduce, suspend or withhold the grant funds. All but one of the circumstances apply to either failure to comply with the obligations set out in the Deed or where MfE believes the performance of the programme is unsatisfactory (after following the remedial plan process). The exception is if the Deed is terminated before the Kaipara Moana Body is established, that the 'recipient' is to pay back any unspent funds it holds back to MfE within 20 working days.

MfE may be entitled to terminate the Deed if:

1. The 'recipient' or the Joint Committee fails to properly or promptly perform any of its obligations under the Deed, including any misappropriation of all or part of the grant.
2. The Joint committee fails to achieve any programme activity in a way MfE considers material.
3. An Insolvency Events occurs in relation to the 'recipient'.
4. It believes the Joint Committee is in financial difficulty to the extent that it reduces the Joint Committee's ability to meet its obligations.
5. It reasonably considers the actions of the Joint Committee is bringing the Crown into disrepute or has become undesirable in relation to the Crown's objectives for the grant.
6. There is successful enforcement action against the 'recipient'.

### **Liabilities**

The Deed contains specific clauses on the liability of the 'recipient' and individual member parties if the audit (required as part of the annual report) reveals misappropriation or material discrepancies in accounting or how the funds have been spent. The party(ies) responsible for the misappropriation or material discrepancy is required to repay the affected grant funds and is subject to any other rights or remedies MfE is entitled to under the terms of the Deed and at law.

The Deed also requires all the member parties to have public liability insurance.

### **Other matters**

The Deed provides for any costs of the programme that have been incurred by the Northland Regional Council and Auckland Council, since the 9<sup>th</sup> October (the MOU signing date) and the commencement date of the Deed, to be included as either part of their individual contribution to the co-funding of the Project or repaid out of the Grant funds. If the later occurs, then neither council can claim those cost as part of their contribution to the \$100M.

The Deed addresses intellectual property rights in two ways. Any intellectual property rights owned by a party prior to the commencement date of the Deed remains the property of that party. Any intellectual property rights developed by the Joint Committee remains the property of the Joint Committee and will be treated in accordance with the MOU.

The Deed recognises that at some stage Te Roroa may sign the MOU and therefore wish to become a party to the Deed as a member of the Joint Committee. If that occurs all the parties will enter into a variation of the Deed.

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<sup>4</sup> Refer Part 2 Special Terms Section 10 Clauses 10.1-10.2

The Deed also provides for MfE to appoint a representative to be present at meetings of the Joint Committee as an observer who cannot vote but can talk to any matter if the Chair of the Joint Committee agrees. Such a representation by a MfE officer is not unusual in situations where MfE has a significant interest in the delivery of a programme. Not only does it mean MfE will be kept regularly informed on the programme issues and outcomes (i.e. the content of the annual and six-monthly reports and the annual work plans should therefore be of no surprise to MfE when they are formally submitted), it also serves to strengthen relationships between MfE and the Joint Committee.

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**Attachments/Ngā tapirihanga**

Attachment 1: DRAFT Kaipara Moana Remediation Deed of Funding - 24 November 2020 [↓](#)



## Kaipara Moana Remediation DEED OF FUNDING



*Ministry for the*  
**Environment**  
*Manatū Mō Te Taiao*

PART A: PROGRAMME AND PARTIES		
<b>DEED OF FUNDING</b>	The Joint Committee has been approved for a grant, administered by the Ministry. The grant is subject to the terms of this Deed. This Deed is made up of the following parts: <ol style="list-style-type: none"><li>Part A: Programme and Parties</li><li>Part B: Special Terms</li><li>Part C: General Terms</li><li>Any Schedules and Annexures attached to this Deed or incorporated by reference.</li></ol>	
<b>PROJECT NAME</b>	Kaipara Moana Remediation Programme	
<b>DEED NUMBER</b>	[generated by MfE]	
<b>TERM</b>	<b>Commencement Date:</b>	The date this Deed is executed by all Parties.
	<b>Expiry Date:</b>	The date being the earlier of: <ol style="list-style-type: none"><li>the termination of this Deed; and</li><li>the end of the Financial Year immediately following the establishment of the Future Kaipara Moana Body.</li></ol>
<b>PROJECT PURPOSE</b>	The purpose for which the grant is provided is to provide Crown funding to the Joint Committee via the Recipient to contribute towards the Joint Committee's delivery of the Project to remediate the Kaipara Moana by halting its degradation and working towards more productive, sustainable, and high value use of surrounding land.	
<b>BACKGROUND</b>	The Kaipara Harbour ("Kaipara Moana") is New Zealand's largest harbour and is suffering from decreased and degraded water quality issues.	

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	<p>Ngā Maunga Whakahi o Kaipara Development Trust, Te Rūnanga o Ngāti Whātua, and Te Uri o Hau Settlement Trust (together "<b>Kaipara Uri</b>") and Northland Regional Council, Auckland Council and the Ministry entered into a memorandum of understanding dated 9 October 2020 ("<b>Memorandum of Understanding</b>"), as annexed to this Deed as Annexure 2.</p> <p>The Memorandum of Understanding sets a framework for the Parties to formally engage with each other to determine mutually acceptable arrangements for the future of Kaipara Moana, its remediation and associated funding. This engagement aspires to a healthy and productive Kaipara Moana for Kaipara Uri and all New Zealanders of present and future generations.</p> <p>As anticipated in the Memorandum of Understanding, the Parties are now entering into this Deed to set out the terms and conditions of the Ministry's funding towards the Project.</p> <p>The Crown and Kaipara Uri are parties to the Kaipara Moana Framework Agreement, dated 18 August 2014, which records the intentions of the Crown and Kaipara Uri to establish a Kaipara Moana body through legislation ("<b>Future Kaipara Moana Body</b>") to provide for the involvement of Kaipara Uri in decisions on the Kaipara Moana, including through the preparation and approval of a Kaipara Moana Strategic Document setting out the issues, vision, and objectives for the Kaipara Moana.</p> <p>The Parties acknowledge that it will be some time until Future Kaipara Moana Body is established, but the Parties wish to commence the Project as soon as possible. To this effect the Parties, through the Memorandum of Understanding, have established the Joint Committee, being a joint committee under the Local Government Act 2002 to provide the initial engagement, stewardship and governance in respect of the Project.</p> <p>However, as the Joint Committee is not a legal entity itself and therefore cannot enter into its own contractual arrangements or hold bank accounts in its own name, the Parties have nominated the Northland Regional Council to be the recipient to receive the Grant funding under this Deed and hold and account for the same on trust to the benefit and direction of the Joint Committee's collective governance.</p> <p>The Parties acknowledge that once the Future Kaipara Moana Body is established the arrangements in this Deed will no longer be required as the Future Kaipara Moana Body will be a legal entity and therefore be able to contract direct with the Ministry in regards to any subsequent funding and delivery in respect of the Project. It is intended that the Ministry and the Future Kaipara Moana Body will enter into a new funding deed, on terms similar to that provided for herein, to record the Ministry's continued funding, and Future Kaipara Moana Body delivery, of the Project.</p>
<b>SUMMARY OF KEY PROJECT REQUIREMENTS</b>	The initial summary of key requirements, the Project objectives and activities are set out in the Year 1 Annual Work Plan.
<b>PARTIES</b>	
<b>MINISTRY</b>	<b>THE SOVEREIGN</b> in right of New Zealand, acting by and through the <b>Secretary for the Environment</b>
<b>RECIPIENT</b>	<b>Northland Regional Council</b>
<b>MEMBER PARTIES</b>	Ngā Maunga Whakahi o Kaipara Development Trust; Te Rūnanga o Ngāti Whātua; Te Uri o Hau Settlement Trust; Northland Regional Council; and

	Auckland Council, in their respective individual and separate capacities.	
<b>JOINT COMMITTEE</b>	Ngā Maunga Whakahī o Kaipara Development Trust; Te Rūnanga o Ngāti Whātua; Te Uri o Hau Settlement Trust; Northland Regional Council; and Auckland Council, in their joint capacity as members of the joint committee formed and established between them under the Memorandum of Understanding and Terms of Reference to oversee the stewardship, governance and direction of the Project.	
<b>RECIPIENT CONTACT DETAILS</b>	Postal address:	
	Physical address:	
	<b>MAIN CONTACT PERSON</b>	<b>BACKUP CONTACT PERSON</b>
	Name:	Name:
	Title:	Title:
	Phone:	Phone:
	Mobile:	Mobile:
	Email:	Email:
<b>JOINT COMMITTEE CONTACT DETAILS</b>	Postal address:	
	Physical address:	
	<b>MAIN CONTACT PERSON</b>	<b>BACKUP CONTACT PERSON</b>
	Name:	Name:
	Title:	Title:
	Phone:	Phone:
	Mobile:	Mobile:
	Email:	Email:
<b>MINISTRY FOR THE ENVIRONMENT DETAILS</b>	<b>MAIN CONTACT PERSON</b>	<b>BACKUP CONTACT PERSON</b>
	Name: Julia Price	Name: Jessica Dickinson
	Title: Senior Analyst	Title: Analyst
	Phone: +64 211585590	Phone: +64

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	<b>Email:</b> <a href="mailto:Julia.price@mfe.govt.nz">Julia.price@mfe.govt.nz</a>	<b>Email:</b> <a href="mailto:Jessica.dickinson@mfe.govt.nz">Jessica.dickinson@mfe.govt.nz</a>
	<b>Address:</b> Environment House, 23 Kate Sheppard Place, Wellington 6011 PO Box 10362 Wellington 6143	

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## PART B SPECIAL TERMS

1. **Joint Committee:** The Member Parties will establish the Joint Committee as set out in and in accordance with the Memorandum of Understanding and Terms of Reference.
2. **Project Management:** The Joint Committee is responsible for appointing appropriately trained, qualified, and experienced personnel and ensure that the Project is appropriately managed and delivered in accordance with the Year 1 Annual Work Plan. The Joint Committee has appointed the main contact set out in Part A of this Deed or otherwise notified by the Joint Committee in writing.
3. **Ministry representative:** The Joint Committee agrees that the Ministry may, on written notice, appoint a Ministry representative (or representatives) to be present at meetings of the Joint Committee as an observer only. If appointed, the Joint Committee shall ensure the Ministry representative(s) is/are provided with reasonable prior notice of, and any relevant documentation in relation to, Joint Committee meetings. For the sake of clarity, the Ministry representative(s) may not vote on any matter and may only talk to a matter if agreed to by the Chair of the Joint Committee.
4. **Programme Reporting:**  
**Annual Reports:**
  - 4.1 The Joint Committee will submit to the Ministry an annual report that relates to the previous Financial Year by the date being four (4) months following the end of each Financial Year during the term of this Deed, or by such other later date to be agreed in writing by the Parties (each, an **"Annual Report"**).
  - 4.2 The Joint Committee will ensure each Annual Report:
    - (a) uses the template agreed between the Ministry and the Joint Committee, with that template to be agreed prior to the end of the first Financial Year;
    - (b) includes a comparison of the Project activities undertaken (including Deliverables and Project activities achieved and not achieved) for the previous Financial Year against those set out in the applicable Annual Work Plan and the Year 1 Annual Work Plan;
    - (c) in relation to funding and expenditure, sets out:
      - i. the amount budgeted for on the Project activities to be undertaken and a breakdown of the budgeted expenditure for the Financial Year;
      - ii. the amount spent on the Project activities and a breakdown of the expenditure in aggregate for the period starting on the Commencement Date and ending the last day of the previous Financial Year;
      - iii. confirmation and details of contributions made by the Member Parties:
        - (i) for the Financial Year; and
        - (ii) in aggregate for the period starting on the Commencement Date and ending the last day of the applicable Financial Year;
      - iv. the amount of Grant funding invoiced and received from the Ministry under this Deed for the Financial Year, the activities to which Grant funding was applied, and any amount not spent;
      - v. the amount and details of funding contributions from any other sources:
        - (i) applied to the Project activities; and
        - (ii) in aggregate for the period starting on the Commencement Date and ending the last day of the applicable Financial Year;
      - vi. a reconciliation of the Grant monies received from the Ministry and expenses paid with the Grant monies during the period covered by the report and any interest received by the Recipient on the Grant;
        - (i) during the Financial Year; and
        - (ii) in aggregate for the period starting on the Commencement Date and ending the last day of the applicable Financial Year; and
      - vii. any unspent Grant funding from the previous Financial Year that is to be carried over to the next;
    - (d) addresses any issues raised and provides any additional information reasonably requested by the Ministry;

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- (e) provides an update of health and safety in relation to the Programme activities; and
  - (f) provides the Change Control Register (in accordance with paragraph 2.7 of Schedule 6).
- 4.3 The Joint Committee will prepare and submit each Annual Report to the Ministry for approval at the cost of the Joint Committee.
- 4.4 For the avoidance of doubt, the Recipient may hold and the Joint Committee may use Grant funding unspent in respect of a Financial Year in the following Financial Year.

**Annual Report Issues:**

- 4.5 If at any time during a Financial Year the Joint Committee reasonably considers that there are issues or risks or any matter detailed within the Annual Report for that Financial Year or Year 1 Annual Work Plan that may require discussion or action before the end of the Financial Year then the Joint Committee will submit a report to the Ministry on the same.

**Audit Reports:**

- 4.6 As part of each Annual Report the Recipient will submit (via the Joint Committee) an audit report to the Ministry in respect of the Grant funding received by the Recipient for the previous Financial Year (each, an **"Audit Report"**).
- 4.7 Each Audit Report must be prepared by an auditor (independent from the Recipient and the Recipient's related entities) who is a chartered accountant and the scope of the audit must include:
- (a) compliance with the terms and schedules of this Deed;
  - (b) appropriate use of the Grant funding and Project funding from other sources; and
  - (c) any other reasonable matter raised by the Ministry in relation to the proposed audit.
- 4.8 In the event that an audit reveals the Recipient has misappropriated or material discrepancies in the Recipient's accounting of the Grant funding, the Recipient will be liable for the repayment of any misappropriated Grant funding monies, in addition to any other rights or remedies that the Ministry may be entitled to under the terms of this Deed and at law.
- 4.9 In the event that an audit reveals a Member Party has misappropriated or material discrepancies in the Member Party's use of the Grant funding received via the Recipient, then that Member Party will be liable for the repayment of any misappropriated Grant funding monies, in addition to any other rights or remedies that the Ministry may be entitled to under the terms of this Deed and at law.
- 4.10 Special term 4.9 will also apply to each Member Party in performance of their obligations as the Joint Committee under this Deed.

**Six Monthly Reports:**

- 4.11 In addition to the Annual Work Plan, the Joint Committee will submit to the Ministry an abbreviated report that relates to the period from 1 July to 31 December in each Financial Year (save for the first Financial Year in which this Deed is entered into) by the date being two (2) months following 31 December, or by such other later date to be agreed in writing by the Parties (each, a **"Six-Month Report"**).
- 4.12 The Joint Committee will ensure that each Six-Month Report:
- (a) provides an update on progress towards delivering environmental outputs as outlined in the Annual Work Plan;
  - (b) where any formal training of personnel is funded by the Grant:
    - i. the number of personnel who undertook formal training;
    - ii. the number of personnel who completed that training; and
    - iii. the number of any New Zealand Qualifications Authority credits obtained by personnel undertaking that training,within the previous six-month period (together **"Trainees"**); and
  - (c) a financial summary that provides an update on expenditure to date, and invoice for the following 6-month period and corresponding projected expenditure for the following 6-month period tracked against the Annual Work Plan budget. The Joint Committee will supply this financial summary prior 30 November in each year.

**Monthly Job Metrics:**

- 4.13 With regard jobs which are funded wholly or partially from the Grant, the Joint Committee will report to the Ministry at the end of each month during the Term of this Deed with a calculation of:
- (a) the then current full-time equivalent personnel employed or contracted (**"FTEs"**); and

- (b) the number of new FTEs in the previous month,  
(each, a “**Job Metric Report**”).

4.14 For clarification, the calculation of the Trainees and FTEs under special terms 4.124.12(b) and 4.13 respectively will include personnel employed or contracted or training directly with a Member Party (or any entity created by the Joint Committee or a Member Party for the purposes of delivering the Project) or any contractor contracted in the delivery of the Project.

4.15 The Ministry acknowledges the Joint Committee will use reasonable endeavours to provide accurate reporting under special terms 4.124.12(b) and 4.13 respectively and in some circumstances may supply the Ministry with an estimate of these figures.

## **5. Approval of Reports**

5.1 The Ministry will consider the Annual Report or Six-Month Report submitted to it under special term 4 and notify the Joint Committee in writing within twenty (20) Working Days (time being of the essence) of receipt whether the Ministry:

- (a) accepts the report, or
- (b) requests reasonable modifications to the report, such request to be accompanied by the Ministry's rationale for the modification request.

5.2 If the Ministry accepts the Annual Report or Six-Month Report or does not reply in the timeframe provided for in special term 5.1 above, then the relevant report will be deemed to be accepted.

5.3 Where the Ministry requests reasonable modifications to any Annual Report or Six-Month Report submitted to it under special term 5.1, the Joint Committee will promptly and as it reasonably considers appropriate update the report accordingly and resubmit to the Ministry for its subsequent review in accordance with special term 5.1, save that the time period for the Ministry's review of the same will reduce to five (5) Working Days (time being of the essence).

5.4 Where the Ministry and the Joint Committee disagree on any modifications requested by the Ministry or suggested by the Joint Committee the appointed representatives of the Minister and Joint Committee will discuss matters related to the report.

5.5 The parties acknowledge that the Job Metric Reports are submitted on an information basis only and no consideration or approval will be required in respect of these reports.

## **6. Annual Work Plans**

6.1 The Parties acknowledge that the Year 1 Annual Work Plan is the Annual Work Plan applicable from the Commencement Date until 30 June 2021.

6.2 The Joint Committee shall prepare a draft Annual Work Plan for each Financial Year of the Term and submit this draft to the Ministry for review and comment by 30 April of each year of the Project. The Parties acknowledge that should an Annual Work Plan not be provided by 30 April it can be provided later; however, this may delay the payment of the associated Grant funding.

6.3 The Joint Committee will ensure that each Annual Work Plan:

- (a) uses the template form agreed between the parties under special term 4.2(a);
- (b) details the budget and funding sources for all Project activities;
- (c) details the amount of funding required from all sources;
- (d) details the amount of Grant funding required from the Ministry in the first six (6) months of the relevant Financial Year (**First Payment**) and the amount of Grant funding required from the Ministry in the second six (6) months of the relevant Financial Year (**Second Payment**);
- (e) details the Project activities and associated Deliverables; and
- (f) details any statutory permissions or consents required to undertake any of the proposed Project activities.

## **7. Review of Annual Work Plans**

7.1 The Ministry will consider the draft Annual Work Plan submitted to it and notify the Joint Committee in writing within twenty (20) Working Days (time being of the essence) of receipt whether the Ministry:

- (a) accepts the draft Annual Work Plan; or

- (b) requests reasonable modifications to the draft Annual Work Plan, such request to be accompanied by the Ministry's rationale for the modification request.
- 7.2 If the Ministry accepts the draft Annual Work Plan or does not reply in the timeframe provided for in special term 7.1 above, then it will be deemed to be incorporated into and form part of this Deed from the date of the notice. For the avoidance of doubt, acceptance of a draft Annual Work Plan is not subject to the Change of Control Process in Schedule 6.
- 7.3 Where the Ministry requests reasonable modifications to a draft Annual Work Plan, the Joint Committee will promptly and as it reasonably considers appropriate update the draft Annual Work Plan accordingly and resubmit to the Ministry a revised and final Annual Work Plan for subsequent review under special term 7.1, save that the time period for the Ministry's review of the same will reduce to five (5) Working Days (time being of the essence). Upon the Ministry's approval of the resubmitted Annual Work Plan it will be deemed to be incorporated into and form part of this Deed from the date of the resubmission.
- 7.4 Save as otherwise provided for in the Year 1 Annual Work Plan or a finalised Annual Work Plan, the Joint Committee must not begin delivering any new Project activities and Deliverables for a particular Financial Year that are intended to be funded by the Grant until the Annual Work Plan has been finalised in accordance with this special term 7.
- 7.5 The Ministry will make payment of the First Payment and Second Payment for each Financial Year following the Ministry's approval of the Annual Work Plan received from the Joint Committee and valid tax invoices received from the Recipient.
- 7.6 Where an Annual Work Plan has been submitted to the Ministry but is yet to be finalised in accordance with this special term 7, then, to enable continuity of the Project programme, the Ministry will advance that portion of the Grant funding for those Project activities and Deliverables set out in the draft Annual Work Plan that it does agree with as if and on the basis that the Annual Work Plan has been agreed and finalised.
- 7.7 In the event this Deed is entered into without a Year 1 Annual Work Plan attached, then the Joint Committee will prepare and submit the same to the Ministry on the same basis as an Annual Work Plan as detailed in special terms 6 and 7.
- 8. Remedial Plan:**
- 8.1 If at any time:
- (a) the Ministry considers that the Recipient or a Member Party or the Joint Committee (within this clause 8 the "**Breaching Party**") has breached, or will imminently breach, any of its obligations under this Deed; or
- (b) the Breaching Party has given the Ministry notice of a breach or likely breach of any of its obligations under this Deed,
- (in each case a "**Delivery Issue**"), the Ministry may give notice to the Breaching Party (with a copy to the Joint Committee if not the Breaching Party) setting out the Delivery Issue ("**Delivery Notice**").
- 8.2 As soon as practicable after receipt of a Delivery Notice (and in any event within three (3) Working Days of receipt) the Breaching Party will consult with the main contact of the Ministry as set out in Part A of this Deed or otherwise notified by the Ministry in writing.
- 8.3 As soon as reasonably practicable after receipt of a Delivery Notice the Breaching Party will prepare and provide to the Ministry (with a copy to the Joint Committee if not the Breaching Party) a proposed plan setting out ("**Remedial Plan**"):
- (a) full details of the Delivery Issue (including its causes, expected duration and impact on the Project and the Breaching Party's obligations under this Deed);
- (b) a plan (including defined timeframes setting out the steps it will take to eliminate, and mitigate the effect of, the Delivery Issue and prevent the Delivery Issue from recurring, as applicable; and
- (c) success criteria to determine whether the Delivery Issue has been rectified ("**Success Criteria**").
- 8.4 The Breaching Party will (as soon as reasonably practicable following receipt of a request by the Ministry) make such amendments to the proposed Remedial Plan as the Ministry may reasonably require and deliver the amended Remedial Plan to the Ministry for review (with a copy to the Joint Committee if not the Breaching Party).
- 8.5 The Ministry will review the amended Remedial Plan and will promptly at its sole discretion (and, in any event, within five (5) Working Days of receipt) either:
- (a) approve the Remedial Plan by written notice to the Breaching Party;
- (b) notify the Breaching Party of any amendments required to the Remedial Plan; or



- (c) issue to the Breaching Party a further notice which specifies that the relevant Delivery Issue has not been remedied.
- 8.6 If the Ministry approves the Remedial Plan, the Breaching Party will implement the Remedial Plan in accordance with its terms and this Deed.
- 8.7 The Ministry agrees to follow the process set out in special terms 8.1 - 8.5 before:
  - (a) exercising its rights under clause 5.4(a) to reduce the Grant; or
  - (b) exercising its rights under clause 5.5 to terminate this Deed, unless the Ministry at its sole discretion considers the circumstances are a material breach of this Deed that is not capable of remedy; or
  - (c) claiming any or all of the Clawback Amount under clause 2.8 of Schedule 4 (Capital Assets) of this Deed.

For the avoidance of doubt, the fact that the Ministry follows the process in special terms 8.1 - 8.5 does not prevent it from subsequently exercising the rights referred to in special terms 8.7 (a) and (b) above.

- 8.8 The exercise, or deferral, by the Ministry of its rights in this special term 8 will be without prejudice to any other rights of remedies of the Ministry under this Deed or otherwise.

#### **9. Payment of Funding**

- 9.1 Subject to special term 9.2, in each Financial Year the Grant funding is the amount set out in the Annual Work Plan as the amount to be paid by the Ministry.
- 9.2 Subject to the Annual Work Plan requirements set out in special term 7, in each Financial Year, the Ministry shall pay to the Joint Committee (via the Recipient) the Grant funding amount set out in the Year 1 Annual Work Plan or Annual Work Plan. Payment shall be made, following the Ministry's receipt of a valid tax invoice from the Recipient as follows:
  - (a) in the 2020/21 Financial Year, the Initial Amount (set out in clause 2.1 of Part C) or any portion of the Initial Amount as specified in the Year 1 Annual Work Plan before the date being ten (10) Working Days following the date on which the Ministry receives a valid tax invoice from the Recipient; and
  - (b) subject to the satisfaction of the condition subsequent at special term 10.1, and if applicable, any Financial Year thereafter during the term of this Deed:
    - i. the First Payment within ten (10) Working Days of the final Annual Work Plan being provided to the Ministry under special term 7; and
    - ii. the Second Payment on 1 January of the relevant Financial Year.
- 9.3 The parties acknowledge that if any portion of the Initial Amount has not been invoiced by the Recipient in the 2020/21 Financial Year (and subject to the satisfaction of the condition subsequent at special term 10.1) then the Recipient may invoice the Ministry for the remainder of the Initial Amount in subsequent Financial Years.

#### **10. Further Funding:**

- 10.1 It shall be a condition subsequent to the payment of any Grant funding in the 2021/22 Financial Year, and if applicable, any Financial Year thereafter that Auckland Council and Northland Regional Council (at their respective discretion) committing to co-fund (whether through direct funding, financing, staff and resource allocation or otherwise) the Project through their respective Long-Term Plans, in combination with other third-party contributions (i.e., landowner, industry association, philanthropic), to the total of \$100 million (the "Co-funding"). The Co-Funding, for the first year of this Deed, will be up to \$1 million from Auckland Council and up to \$500,000 from Northland Regional Council.
- 10.2 The condition subsequent at special term 10.1 is inserted for the benefit of the Ministry and the Ministry may, at its discretion and on written notice to the Member Parties waive or defer the satisfaction of the same.
- 10.3 Any extension of this Deed's duration and change to the Grant amount specified in clause 2.1(a) of Part C will comply with clause 3.2 (Changes) of Part C to this Deed.
- 10.4 Further to clause 2.2 (Maximum) of Part C to this Deed, the Joint Committee acknowledges and agrees that the availability of further Grant funding is not guaranteed.

#### **11. Grant Administration:**

From the Commencement Date, the Recipient will establish and maintain for the duration of this Deed a reserve account representing the accumulated balance of the Grant. This reserve account will only be used for the purposes of receiving and distributing the Grant. The Recipient will include an interest

calculation on its monthly closing balance in that reserve account at the deposit/investment monthly average interest rate. Any interest calculation shall be notified to the Ministry in each Annual Report required by special term 3.

**12. Co-funding:**

Further to clause 2.6 (Full Funding) of Part C of this Deed, in the event that the Annual Work Plan or Year 1 Annual Work Plan states the Joint Committee has or will obtain any Co-Funding, then the Joint Committee must as soon as reasonably practicable notify the Ministry if it becomes aware of any circumstances that may result in some or all of the Co-Funding not being secured and available to the Joint Committee.

**13. COVID-19 Pandemic:**

The Joint Committee confirms that it is able to meet its obligations as contained in this Deed, on the basis of the Government imposed restrictions in place as a result of the COVID-19 pandemic as at the Commencement Date. The Joint Committee will take appropriate steps to address any potential risks to and impacts upon the successful delivery of the Project, which may include requesting the Project be suspended or varied in accordance with the terms of this Deed.

**14. Te Roroa:**

The parties acknowledge that Te Roroa may wish to enter into this Deed in the capacities of a Member Party and member of the Joint Committee at a future date. Should Te Roroa, with the agreement of the other contracting parties, enter into the Memorandum of Understanding and the Joint Committee then the Parties will enter into such amendment and variation of this Deed as is required to incorporate Te Roroa as a Member Party and member of the Joint Committee herein.

## PART C: GENERAL TERMS

### Section 1: Definitions and Interpretation

#### 1. Definitions and Interpretations:

1.1 In this Deed, unless the context requires otherwise, the following definitions shall apply:

**"Annual Work Plan"** means the annual plan prepared by the Joint Committee, detailing Year 1 Annual Work Plans, budgets and funding sources, Project activities and Deliverables for a particular Financial Year (or part thereof) of the Project;

**"Capital Assets"** means those assets used in the production of goods or the rendering of services by a Member Party that are acquired, enhanced or brought to working order, by the Joint Committee using an amount of the Grant but exclude the Excluded Assets;

**"Capital Costs"** means costs incurred by the relevant Member Party in acquiring an asset, enhancing an asset or in bringing an asset to working order or to a state in which it can produce the goods or render the services as required for the Project;

**"Clawback Amount"** means an amount calculated as follows:

$\text{Clawback Amount} = G - (G \times (x/y))$ ,

Where, for the relevant Capital Asset:

G = that amount of the Grant applied to Capital Costs

x = the number of whole calendar months since the first payment of that part of the Grant applied to Capital Costs

y = the number of months of the restriction period set out in Schedule 4;

**"Commencement Date"** means the date specified in Part A of this Deed;

**"Deed"** means this deed comprising Parts A-C of this deed, and any and all Schedules, Annexures, Year 1 Annual Work Plan and Annual Work Plans attached or incorporated by reference;

**"Deliverable"** means any deliverable to be completed as part of the Project as set out in the relevant Annual Work Plan;

**"Excluded Assets"** mean any asset that in the course of undertaking and facilitating the Project and its Deliverables have, and in the normal course would have, vested and/or transferred to a third party including, by way of example only, fences, plants and other improvements to land;

**"Expiry Date"** means the date specified in Part A of this Deed;

**"Financial Year"** means any twelve (12) calendar month period, or part period thereof, commencing on 1 July;

**"Force Majeure Event"** means:

- (a) fire, explosion, lightning, storm, flood, bursting or overflowing of water tanks, apparatus or pipes, earthquakes, epidemic or pandemic, riot and civil commotion;
- (b) failure by any utility company or other like body to carry out works or provide services;
- (c) any failure or shortage of fuel or transport;
- (d) war, civil war, armed conflict or terrorism;
- (e) any official or unofficial strike, lockout or other labour dispute;
- (f) governmental action; or
- (g) such other substantially similar circumstances which prevents a Party from performing its obligations under this Deed;

**"Grant"** means the sum of funding provided by the Ministry to the Recipient pursuant to this Deed, initially being the amount specified at clause 2.1 of Section 2;

**"Insolvency Event"** means:

- (a) the Recipient is unable or is deemed to be unable to pay its debts when they fall due;

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- (b) a receiver, liquidator or other encumbrancer is appointed to the Recipient or to any part of its assets or undertakings;
- (c) a compromise or arrangement is proposed or made between the Recipient and its creditors or any class of them;
- (d) any indebtedness of the Recipient is not paid when due or shall become due and payable or steps are taken to enforce any charge, mortgage or Security Interest for such indebtedness; and/or
- (e) any present or future charge, mortgage or Security Interest over or in respect of any of the assets of the Recipient becomes enforceable or is enforced;

**"Intellectual Property"** means all manner of intellectual property rights including (without limitation) patents, trademarks and service marks, logos, copyright, design rights and know-how whether registrable or not in any country;

**"Joint Committee"** means together initially Ngā Maunga Whakahi o Kaipara Development Trust, Te Rūnanga o Ngāti Whātua, and Te Uri o Hau Settlement Trust, Northland Regional Council and Auckland Council as defined formed and established between them under the Memorandum of Understanding and Terms of Reference, each contracting individually to this Deed;

**"Minister"** means the Minister for the Environment;

**"Parties"** means together the parties to this Deed and **"Party"** means any one of them;

**"Member Parties"** means together initially Ngā Maunga Whakahi o Kaipara Development Trust, Te Rūnanga o Ngāti Whātua, and Te Uri o Hau Settlement Trust, Northland Regional Council and Auckland Council as defined in the Memorandum of Understanding and **"Member Party"** means any one of them, each contracting as individuals to this Deed;

**"Project"** means the Kaipara Moana Remediation Programme and the projects and activities to be undertaken by the Joint Committee in accordance with this Deed;

**"Project Closure Report"** means the project closure report prepared by the Joint Committee in accordance with clause 4.9;

**"Project Costs"** means those costs incurred by the Member Parties that are reasonable (including the costs associated with administering and participating in the Joint Committee) and either:

- (a) directly attributable to the Deliverables; or
- (b) if they cannot be directly attributed to the Deliverables, can be allocated to the Project in accordance with a standard cost allocation system and cost drivers,

measured in standard accrual accounting terms but excluding:

- (c) any mark up or profit margin by the Member Party; and
- (d) any costs based on theoretical or perceived market rates;

**"Restriction Period"** means in respect of each Capital Asset, a period of sixty (60) months from the date of first payment of any portion of the Grant is applied to relevant Capital Costs;

**"Security Interest"** has the meaning given to that term in the Personal Property Securities Act 1999;

**"Terms of Reference"** means the terms of reference set out in the Memorandum of Understanding describing the functions, make-up and procedure of the Joint Committee;

**"Working Day"** has the same meaning as defined in the Property Act 2007; and

**"Year 1 Annual Work Plan"** means the work plan prepared by the Joint Committee covering the life of the Project but particularly focused upon the period between the Commencement Date until the end of the first Financial Year and attached at Annexure 1 to this Deed.

1.2 In the interpretation of this Deed, unless otherwise stated:

- (a) no executive or prerogative power or right, or any immunity, of the Crown is affected by this Deed;
- (b) "including" and similar words do not imply any limitation;
- (c) reference to the singular includes the plural and vice versa and references to any gender includes both genders;
- (d) headings are included for ease of reference only and shall not affect the interpretation of this Deed;
- (e) references to clauses and schedules are references to clauses of and schedules to this Deed;
- (f) amounts are in NZ\$ and exclude GST (if any);



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- (g) if the Recipient or Member Party or Joint Committee comprises more than one person, each of those person's liability to the Ministry is joint and several;
- (h) references to a party or a person includes any form of entity and their respective successors, assigns and representatives; and
- (i) any statutory reference includes any statutory extension, amendment, consolidation or re-enactment and any statutory instrument, order or regulation made under any statute for the time being in force.

1.3 **Precedence:** In the event of a conflict between:

- (a) the terms of Part B and Part C of this Deed, Part B (Special Terms) shall take precedence;
- (b) Parts A-C of this Deed, and any other Schedule or attachment (including the Year 1 Annual Work Plan and Annual Work Plans), Parts A-C of this Deed shall take precedence;

except to the extent the Parties expressly agree in writing otherwise with reference to this clause 1.3.

## Section 2: The Grant

### 2. The Grant:

- 2.1 **Initial Grant amount:** The Ministry approves the Grant for the Project for the 2020/2021 Financial Year of twelve million dollars (\$12,000,000) ("**Initial Amount**").
- 2.2 **Balance Grant amount:** The Parties acknowledge that, subject to special term 10, Schedule 5, and all other respective obligations and limitations within this Deed, it is intended that the Ministry will contribute up to one hundred million dollars (\$100,000,000) towards the Project, twelve million dollars (\$12,000,000) for the 2020/2021 Financial Year (as above) and the balance over the subsequent five (5) years.
- 2.3 **Maximum:** Under no circumstances shall the Grant funding payable to the Joint Committee via the Recipient exceed the amount specified in 2.2.
- 2.4 **Multi-year Projects:** If the Project spans or shall span over multiple Financial Years, the terms in Schedule 5 (Multiyear Projects) shall apply.
- 2.5 **Capital Assets:** The terms in Schedule 4 (Capital Assets) shall apply to Capital Assets (if any).
- 2.6 **Full funding:** The Joint Committee warrants and represents that, as at the Commencement Date, it will not require any further funding from the Ministry for the 2020/2021 Financial Year in respect of the Project.
- 2.7 **Use of Grant:** The Recipient and Joint Committee must only use the Grant for the purposes of the Project and in accordance with this Deed. In particular, the Joint Committee shall:
  - (a) ensure that the Grant is only used for costs that are Project Costs;
  - (b) ensure that expenses incurred in carrying out the Project are reasonable;
  - (c) only use that part of the Grant for Capital Costs identified within the Year 1 Annual Work Plan or an Annual Work Plan approved by the Ministry;
  - (d) account for the Grant received under this Deed in accordance with generally accepted accounting practices, with appropriate internal controls to ensure that the Grant is applied for the purposes of this Deed;
  - (e) establish, and maintain for the period of the Project, cost codes that relate specifically to all costs incurred for the purposes of this Project so that the Project Costs can be categorised and reported by their nature;
  - (f) comply with any cost policies provided by the Ministry from time to time in relation to the accounting treatment of Project Costs and use of the Grant;
  - (g) ensure that the Grant is used to fund the Project Costs incurred by a Member Party or subcontractor specified in the Annual Work Plan, when those costs are properly due and payable;
  - (h) follow appropriate procurement processes when buying goods or services for the Project so that only reasonable, open market costs are incurred on an arm's length basis managing any conflict of interest. If there is a conflict of interest such conflict must be declared to the Ministry and managed appropriately by the Joint Committee;
  - (i) not claim for costs or expenses that have been, or will be, claimed from other sources, except as expressly provided for in this Deed or identified within an Annual Work Plan approved by the Ministry; and

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- (j) not claim or use any part of the Grant to support or assist activities which are political (e.g. supporting a political party or movement, running a political campaign, or lobbying against the Government).
- 2.8 **Expenses:** The Joint Committee will formulate and establish its own expense policy by reference to the cabinet guidelines and the existing arrangements of Auckland Council and Northland Regional Council.
- 2.9 **Public statements:** Before making any public statement in respect of this Deed or the Grant the Party wishing to make such a statement will request feedback from the other Parties and consider such feedback.
- 2.10 **No Retrospective Costs:** The Ministry will not be liable for any costs or liabilities incurred by the Member Parties in relation to the delivery of the Project prior to 9 October 2020, being the date of each council's formal resolution to sign the Memorandum of Understanding.
- 2.11 **Costs included as part of Council co-funding:** Northland Regional Council and Auckland Council may include any reasonable cost they have incurred on the Project since 9 October 2020 (inclusive), being the date of each council's formal resolution to sign the Memorandum of Understanding, as part of their individual contribution to the co-funding of the Project.
- 2.12 **Early Costs Recovery:** The Ministry acknowledges and agrees that the Recipient, at the Joint Committee's direction, may repay, out of the Initial Funding, the Northland Regional Council and Auckland Council for any sums spent on the Project for the period from 9 October 2020 to the date immediately prior to the Commencement Date (both dates inclusive). If the Northland Regional Council and Auckland Council are repaid as provided for in this clause 2.12 then the Northland Regional Council and Auckland Council will not account for the same expenditure as part of their individual contribution to the co-funding of the Project under clause 2.11.

### Section 3: General Terms and Conditions

- 3. **General Terms and Conditions:**
  - 3.1 **Entire Agreement:** This Deed (including the Year 1 Annual Work Plan, Annual Work Plans and attachments) contains everything the Parties have agreed on in relation to the Grant. No Party can rely on an earlier document, or anything said or done by another Party, or by a director, officer, agent or employee of that Party, save as permitted by law.
  - 3.2 **Changes:** Any variation to this Deed (including variations to the Year 1 Annual Work Plan, the Annual Work Plans) must be in accordance with Schedule 6 (Change Control Process).
  - 3.3 **Severability:** If any term of this Deed becomes or is declared by any court to be invalid or unenforceable in any way:
    - (a) such invalidity or unenforceability shall in no way impair or affect the remainder of the Deed which will remain in full force and effect; and
    - (b) the invalid or unenforceable term will be replaced with a provision which as far as possible accomplishes the original purpose of the term.
  - 3.4 **Waiver:** Any delay or failure by a Party at any time to exercise (in whole or in part) any right or remedy under this Deed shall not be construed as a waiver of any such right or remedy and shall not affect the validity of this Deed (in whole or in part). No waiver shall be effective unless it is expressly stated in writing to be a waiver and communicated to the other Parties in writing. Any waiver will not constitute a waiver of any subsequent exercise of the same right or remedy in the future.
  - 3.5 **Governing Law and Jurisdiction:** This Deed is governed by the laws of New Zealand and the Parties submit to the exclusive jurisdiction of New Zealand's courts.
  - 3.6 **Dispute Resolution Procedure:** If any dispute arises out of or in connection with this Deed, the dispute will be referred to the dispute resolution process provided for in the Memorandum of Understanding as if that were incorporated in this Deed in full *mutatis mutandis*.
  - 3.7 **Intellectual Property Rights:**
    - (a) Intellectual Property owned by a Party or its licensors prior to the Commencement Date and Intellectual Property developed by a Party independently from this Deed, remains the property of that Party or its licensors as the case may be.
    - (b) Intellectual Property developed by the Joint Committee, whether before or following the Commencement Date, remains the property of the Joint Committee and will be treated in accordance with the Memorandum of Understanding.
    - (c) Subject to clause 3.7(a), any Intellectual Property created or developed in the course of the Project shall become the property of the Joint Committee.

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- 3.8 **Third Party Rights:** Unless expressly stated no part of this Deed shall create rights in favour of any third party pursuant to Subpart 1 of Part 2 of the Contract and Commercial Law Act 2017 (contractual privity).
- 3.9 **Term:** This Deed shall commence on the Commencement Date and shall, subject to rights of termination under this Deed, continue in force until the Expiry Date.
- 3.10 **Consequences of Expiry / Termination:** Termination of this Deed shall be without prejudice to any rights or liabilities accrued at the date of termination, provided that the Ministry shall cease to have any obligation to pay the Grant to the Recipient.
- 3.11 **Notices:** Any notice given under or pursuant to this Deed shall be in writing and signed by an authorised person and may be delivered personally by hand, post or email to the other party at the address stated in this Deed. Notices shall be deemed delivered as follows:
- (a) if delivered personally by hand, at the time of delivery;
  - (b) if posted, on the third (3rd) Working Day after posting;
  - (c) if emailed, on the day of successful transmission as confirmed by the email system; and
  - (d) if delivered after 5pm, at 9am the next Working Day.
- 3.12 **Counterparts:** This Deed may be executed by the Parties in two or more counterparts (including scanned and emailed PDF copies), each of which shall be deemed an original but when taken together will constitute a binding and enforceable agreement between the Parties.
- 3.13 **Force Majeure:** A Party ("the affected party") shall not be liable to the other Parties for any delay or failure to perform any of their obligations under this Deed if such delay or failure results from a Force Majeure Event, provided that where a Party seeks to rely upon this clause:
- (a) As soon as reasonably practicable following the affected party becoming aware of the Force Majeure Event, it shall notify the other Parties and confirm the estimated period that the delay or failure may continue.
  - (b) The affected party shall use its reasonable endeavours to continue to perform its obligations under this Deed and minimise the effect of the event for the duration of any Force Majeure Event.
  - (c) If any Force Majeure Event prevents the affected party from performing its obligations under the Deed for a period in excess of thirty (30) calendar days, then Party may terminate the Deed by notice in writing with immediate effect.
- The affected party will not be entitled to relief under this clause in any circumstances to the extent it has caused or substantially contributed to any delay or failure in the performance of its obligations.
- 3.14 **Survival:** The following clauses shall remain in full force and effect after expiry or termination:., clauses 2.9 (No Retrospective Costs), 3.5 (Governing Law and Jurisdiction), 3.6 (Dispute Resolution Procedure), 3.7 (Intellectual Property Rights), 3.11 (Notices), 4.5 (Endorsement), 4.6 (Publications), 4.7 (Project Information), 4.10 (Allow Access), 4.11 (Confidentiality), 4.12 (Recordkeeping), 4.13 (Official Information Requests), 4.14 (Reputations), 4.15 (Third Party Intellectual Property Rights), 4.20 (Insurance), 4.23 (Default Interest), 4.24 (Indemnity), 5.3 (Project Review), 5.4 (Ministry Publicity and Confidentiality), 5.5 (Recovery of Grant), 5.9 (Ministry Not Liable), Schedule 2 (Publications), Schedule 3 (Audit), Schedule 4 (Capital Assets), Schedule 5 (Multiyear Project), Schedule 6 (Change Control Process), this clause and any other clauses of this Deed which by their nature are intended to survive expiry or termination of this Deed.

#### Section 4: Joint Committee's Rights and Obligations

4. **Joint Committee's Rights and Obligations:**
- 4.1 **Programme Delivery:** The Joint Committee must carry out the Project and complete the Deliverables in accordance with the Year 1 Annual Work Plan and Annual Work Plans, the terms and conditions of this Deed. In particular, the Joint Committee shall:
- (a) comply with all New Zealand laws, codes and standards and all applicable international conventions; and
  - (b) obtain every necessary and prudent authorisation in order to carry out the Project before any actions requiring the authorisations are commenced and comply with such consent or authorisation.
- 4.2 **Keep the Ministry Informed:** The Joint Committee shall keep the Ministry properly informed in writing (and in electronic form if requested) about:
- (a) progress any important issues in relation to the Project including notifying the Ministry immediately if it becomes aware of any issues that may affect delivery of the Project in accordance with the Year 1

Annual Work Plan or an Annual Work Plan that may require any material changes to be made in relation to the Project, or that might give rise to liability or enforcement action under any laws and obligations; and

- (b) any enforcement action commenced against the Member Parties under any laws, regulations, codes, standards or applicable international convention, in relation to the Project or its role in the Joint Committee.
- 4.3 **Endorsement:** The Joint Committee acknowledges and agrees that the Minister does not necessarily endorse the Project and accordingly the Joint Committee shall not represent that the Minister endorses the Project. However, the Joint Committee will appropriately acknowledge the Grant in all publications and publicity about the Project, and the form and content of such acknowledgement shall comply with Schedule 2 (Publications).
- 4.4 **Publications:** The Joint Committee shall comply with the requirements detailed in Schedule 2 (Publications) in respect of any publication (in any form) arising from this Deed or the Grant.
- 4.5 **Post-Programme review:** The Joint Committee agrees that following the Expiry Date, it shall provide access to its personnel and make information available as reasonably required by the Ministry for the purposes of reviewing the Project and/or the Grant.
- 4.6 **Programme Closure Report:** At the completion of the Project the Joint Committee will prepare a Programme Closure Report and submit it to the Ministry no later than three (3) months after the Expiry Date. The Programme Closure Report is to include:
  - (a) an assessment of the extent to which the Project objectives (agreed in the Year 1 Annual Work Plan) have been achieved;
  - (b) a comparison of the Project's activities undertaken during the Term against those set out in each of the Annual Work Plans;
  - (c) identification of any lessons learned through the delivery of the Project;
  - (d) the budget for the Project activities set out in the Year 1 Annual Work Plan and the Annual Work Plans, the actual amount spent and variance for the Term;
  - (e) a reasonable breakdown of expenditure;
  - (f) confirmation and details of contributions made by the Member Parties;
  - (g) the amount of the Grant received and the activities to which it was applied; and
  - (h) the amount and details of contributions from any other funding source towards the Project,provided that no such report will be required from the Joint Committee if the Future Kaipara Moana Body is established and continues with the Project.
- 4.7 **Allow Access:** The Recipient and the Joint Committee agree that upon the Ministry's request it shall provide, at all reasonable times and upon reasonable notice, reasonable access to their premises, personnel and records (physical files and electronic) for the purpose of audit and verification of work undertaken, use of the Grant and other reasonable purposes in connection with this Deed in accordance with Schedule 3 (Audit) and completion of the Post-Programme review in accordance with clause 4.5.
- 4.8 **Confidentiality:** Confidential information between the parties shall be treated as provided for in the Memorandum of Understanding as if the confidential information provisions were incorporated in this Deed in full *mutatis mutandis*.
- 4.9 **Recordkeeping:** The Recipient shall keep accounts (to Generally Accepted Accounting Practice standards) and other records, which enables prompt and accurate verification of any matter in relation to the Project, particularly about how the Grant has been or will be used, and what expenditure by item has been incurred. Records must be retained and available for review, audit, copying and use by the Ministry's representatives at any time during, and for at least 7 years after the Expiry Date.
- 4.10 **Official Information Requests:** The Parties will inform each other of any request received for information under the Official Information Act 1982 or the Local Government Official Information and Meetings Act 1987.
- 4.11 **Third Party Intellectual Property Rights:** The Joint Committee:
  - (a) warrants that it has a legal entitlement to use the Intellectual Property provided as part of the Deliverables and that providing the Deliverables does not infringe the Intellectual Property of any third party; and
  - (b) indemnifies the Ministry against any claim arising from the Joint Committee's infringement or alleged infringement of any third party's Intellectual Property.



- 4.12 **Representations and Warranties:** Each Member Party represents and warrants (in its various capacities under this Deed) to the Ministry that:
- (a) it has full power and authority to enter into and perform this Deed and this Deed has been executed by a duly authorised representative of the Member Party;
  - (b) all information, documents and accounts of the Member Party submitted to the Ministry for its appraisal of the Project for the purposes of this Deed are true and accurate and no change has occurred since the date on which such information was supplied which renders the same untrue or misleading in any respect and that there has been no material adverse change in the business, assets, operations or prospects of the Recipient since such information was provided; and
  - (c) the Member Party has disclosed to the Ministry all information which would or might reasonably be thought to influence the Ministry in awarding the Grant to the Joint Committee or the amount thereof.
- 4.13 **Assignment:** No party may assign its rights under this Deed.
- 4.14 **Subcontracting:** A party may sub-contract any of its obligations or make any sub-grant under this Deed but such party continues to be responsible for delivery of the Project and its performance under this Deed and will remain wholly responsible for the work, acts and/or omissions of its subcontractor or subgrantees.
- 4.15 **Relationship and Authority:**
- (a) Nothing in this Deed shall constitute a partnership (being a relationship between persons carrying on a business in common with a view to profit), joint venture, principal/agent or employer/employee relationship between the Parties for any purposes. The relationship between the Parties is a relationship only for the supply of funding on the terms set out in this Deed.
  - (b) The Recipient and Joint Committee may not say or do anything on behalf of the Ministry (or the Minister).
- 4.16 **Insurance:** Each Member Party warrants that it has public liability insurance. Each Member Party shall provide the Ministry with evidence of such cover if requested.
- 4.17 **Financing Statements:** The Recipient agrees to not register a financing statement against the Ministry, the Minister or the New Zealand Government on the Personal Property Securities Register in respect of the arrangements under this Deed.
- 4.18 **Default Interest:** If the Recipient fails to pay, when due, an amount payable by it under this Deed then, without prejudice to its other obligations, the Recipient will pay default interest on that overdue amount (including interest payable under this clause) calculated from its due date to the date of its receipt by the Ministry (after as well as before judgment) payable daily and to the extent not paid in any calendar month compounded on the first day of the next calendar month. This obligation to pay default interest will arise without the need for notice or demand. The rate of default interest in a calendar month will be 5 per cent per annum above the Ministry's cost of funds (expressed as an annual percentage rate) from whatever sources the Ministry may select, calculated on a daily basis.
- 4.19 **Acknowledgement:** The Joint Committee acknowledges the intention of the Ministry to enter in to a new funding deed with the Future Kaipara Moana Body in the event it is established, that reflects the Vision of the Memorandum of Understanding (at point 2 of the Memorandum of Understanding) and wherever practicable on terms similar to that provided herein.

## Section 5: Ministry's Rights and Obligations

5. **Ministry's Rights and Obligations:**
- 5.1 **Payment:** The Ministry shall pay the Grant to the Recipient upon, subject to:
- (a) the Recipient's and Joint Committee's compliance with the terms of this Deed (including the Year 1 Annual Work Plan, Annual Work Plans and the special terms); and
  - (b) the availability of funds due to changes in the appropriation of funding for activities of the type covered by this Deed as a result of an Act of Parliament or the directives of the New Zealand Government.
- 5.2 **Invoice:** Payment of any Grant monies is not due until the Ministry has received and approved from the Recipient, in accordance with special term 9 (Payment of Funding), all supporting documentation required by the Ministry. Sufficient evidence of the costs budgeted by the Recipient for undertaking the Project, requested by the Ministry from time to time, shall be provided promptly upon the Ministry's request.

5.3 **Ministry Publicity and Confidentiality:** The Ministry may disclose (including via the Ministry's website on the Internet) any information in relation to the Project to anyone at any time. However, the Ministry shall not publicly disclose information that is:

- (a) the intellectual property of another Party;
- (b) confidential information of another Party (save as provided for at clause 4.8);
- (c) deemed by the Ministry to be commercially sensitive, except:
  - (d) with the prior written consent of the relevant other Party;
  - (e) as necessary to fulfil the Ministry's obligations in this Deed;
  - (f) to the extent the information is in the public domain (other than through a breach by the Ministry of its obligations in this clause);
  - (g) as otherwise required by law, including the Ministry's obligations under the Official Information Act 1982, the Privacy Act 1993 and any other legislation or regulations relevant to its operations and nothing in this Deed applies to any disclosure required under any such legislation or regulations; or
  - (h) as required by a Select Committee or a Minister of the Crown, parliamentary convention or by procedures in relation to the appropriation of public money.

5.4 **Reduction of Grant:**

- (a) Subject to special item 8.7, the Ministry may reduce, suspend, or withhold the Grant, if:
  - i. the Ministry judges the performance of the Project to be unsatisfactory;
  - ii. the Recipient or a Joint Committee breaches clause 2.7 (Use of Grant) of this Deed or fails to comply with any other term or condition of this Deed that the Ministry considers to be material;
  - iii. any enforcement action is commenced against the Recipient under laws, regulations, codes, standards or any applicable conventions, in relation to the Project;
  - iv. this Deed is terminated in accordance with clause 5.6 (Termination);
  - v. there is a substantial change to the Project which the Ministry has not agreed to;
  - vi. any information provided in the application for Grant funding, the Year 1 Annual Work Plan or Annual Work Plans, in a claim for payment, or in subsequent or supporting correspondence is found to be incorrect or incomplete to an extent which the Ministry considers to be material;
  - vii. the Ministry agrees to a change in the Project which in its opinion reduces the amount of Grant needed;
  - viii. an Insolvency Event occurs in relation to the Recipient; or
  - ix. any other circumstances or events that in the reasonable opinion of the Ministry are likely to adversely affect the Joint Committee's ability to deliver the Project in accordance with the requirements for its delivery.
- (b) Save as otherwise provided for in this Deed, on the Expiry Date:
  - i. if the Future Kaipara Moana Body has been established the Recipient will to pay to the Future Kaipara Moana Body any unspent Grant monies held by the Recipient and it shall make such payment within twenty (20) Working Days of such date provided that:
    - (i) first the Future Kaipara Moana Body has entered into its own funding deed with the Ministry in respect of the Ministry's continued funding, and the Future Kaipara Moana Body's delivery, of the Project; and
    - (ii) subject to the Recipient holding back any funds it may reasonably need to retain to meet any contractual commitments it has made in respect of the Project that it will need to account for and such contractual commitments cannot be terminated or are not being assumed by the Future Kaipara Moana Body; or
  - ii. if this Deed is terminated before the establishment of the Future Kaipara Moana Body the Recipient will repay to the Ministry any unspent Grant monies held by the Recipient and it shall make such repayment within twenty (20) Working Days of such date. Provided that the Recipient may hold back any funds it may reasonably need to retain to meet any contractual commitments it has made in respect of the Project that it will need to account for and such contractual commitments cannot be terminated.

- 5.5 **Termination:** Without prejudice to any other rights to which the Ministry may be entitled but subject to special item 8.7, if:
- (a) the Recipient or Joint Committee breaches, or fails to properly or promptly perform, any of their obligations in a way that the Ministry considers to be material, including, for the avoidance of doubt, any misappropriation of all or part of the Grant;
  - (b) the Joint Committee fails to achieve any Project activity in a way that the Ministry considers to be material;
  - (c) an Insolvency Event occurs in relation to the Recipient;
  - (d) the Ministry believes that the Joint Committee is generally in financial difficulty which, in the reasonable opinion of the Ministry, reduces the Joint Committee's ability to perform its obligations under this Deed; and/or
  - (e) the Ministry reasonably considers that the Joint Committee and/or any acts or omissions of the Joint Committee (whether or not related to the Project):
    - i. is bringing the Ministry, the Minister or the New Zealand Government into disrepute; and/or
    - ii. has become undesirable in light of the Fund's objectives or those of the Minister,
  - (f) any enforcement action against the Recipient is successful under laws, regulations, codes, standards or any applicable conventions, in relation to the Project,
- then the Ministry may terminate this Deed by written notice to the Recipient and the Joint Committee with immediate effect.
- 5.6 **Termination on Expiry:** If the Joint Committee has not completed the Deliverables to the Ministry's reasonable satisfaction by the Expiry Date, the Ministry may terminate this Deed at any time by written notice to the Recipient with immediate effect.
- 5.7 **Limitation of Liability:** Each Parties liability for a breach of its obligations under this Deed is limited to losses, damages and costs caused directly by the breach. This limitation does not apply to a Party, if and to the extent there has been malicious wrongdoing, gross negligence or fraud by the Party.
- 5.8 **Acknowledgement:** Without limiting the Ministry's rights in this Deed or at law, the Ministry acknowledges that any termination, reduction or delay in the grant of the Grant funding under this Deed will have a material impact upon the Project, the Joint Committee's ability to undertake its planned works and ultimately the remediation of the Kaipara Moana.

**SCHEDULE 1: EXPENSE POLICY**

Not applicable.

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## SCHEDULE 2: PUBLICATIONS

### **Ministry for the Environment Logo**

The Ministry for the Environment logo may not be used in any publication without the prior and express written approval of the Ministry; any use must be consistent with the guide to using the logo provided by the Ministry.

### **Acknowledgments**

All publications must acknowledge that financial support has been received from **“the funding administered by the Ministry for the Environment.”**

### **Disclaimer Clause**

The following disclaimer must appear on the inside front cover of all publications supported by the Fund.

*“The Ministry for the Environment does not necessarily endorse or support the content of the publication in any way.”*

### **Copyright Clause**

All publications supported by the Fund must include the following clause relating to copyright:

*“This work is copyright. The copying, adaptation, or issuing of this work to the public on a non-profit basis is welcomed. No other use of this work is permitted without the prior consent of the copyright holder(s).”*

Or an alternate version is:

*“Reproduction, adaptation, or issuing of this publication for educational or other non-commercial purposes is authorised without prior permission of the copyright holder(s). Reproduction, adaptation, or issuing of this publication for resale or other commercial purposes is prohibited without the prior permission of the copyright holder(s).”*

### **Paper and Ink**

You should consider using environmentally sound paper and inks when producing publications. Preferably use paper with a recycled content that is either elemental chlorine free or totally chlorine free. Specify vegetable inks or mineral-free inks wherever possible.

### **Electronic Copies of Written Material**

On completion of the Project all written results must be provided in an electronic Word Format. Where possible, please also publish electronic copies of written material to your website and provide us with the URL. We will link to these from our website.

### **Websites**

It is recommended that any website, or content published on a website, developed using the Grant is developed in accordance with the NZ Government Web Guidelines to ensure it is accessible to a wide audience.

### **Information systems**

It is recommended that any information system, including databases, developed using funds from this Deed observes the standards in the E-government Interoperability Framework (e-GIF). Following the e-GIF will allow the information system to more easily work together with systems in government agencies and other organisations that are following the e-GIF.

Any programmes, databases or spreadsheets must have instructions for their use, including the versions of software needed to run databases or spreadsheets, and the platforms on which the software will run. These instructions should be in the form of a short word file.

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### SCHEDULE 3: AUDIT

#### Scope of audit

The Project may be audited by the Ministry or its agent (separate from any audit requirements imposed on the Recipient or the Joint Committee in the special terms). The Ministry may also carry out an audit at its or its agent's sole discretion. An audit may take the form of a full technical, financial, compliance and/or health & safety audit. The purpose of an audit is to check compliance with the terms and schedules of this Deed, the appropriate use of the Grant and/or reviewing the Recipient's and Joint Committee's ability to perform any obligations under or in connection with this Deed.

#### Audit requirements

The Ministry will inform the Recipient or Joint Committee if an audit is to be carried out ("**Notification of Audit**") and will seek an appropriate date and time for both parties. The date of the audit must be within ten (10) Working Days of the Notification of Audit. Audits will usually be carried out either by a fully qualified accountant or technical specialist who is independent of the Ministry or by Ministry staff. In most cases, the Ministry's representative for the Project will accompany the auditor. The Recipient or Joint Committee must promptly provide or ensure the provision of adequate access, assistance and facilities for audit personnel as required by the Ministry during the hours of 8:00am and 5:00pm on Working Days.

#### Audit report

A full report of the outcome of any audit will be made available to the Recipient and Joint Committee.

#### Cost of audit

In the event that the audit reveals any misappropriation of the Grant or material discrepancies (particularly those related to Project activities and Deliverables), the Recipient or Joint Committee (as the case may be) will be liable for the costs of the audit.

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#### SCHEDULE 4: CAPITAL ASSETS

##### 1. Asset Register

Member Party	Capital Asset	Capital Cost	Portion of Grant	Restriction Period
	<i>[description of asset, including any serial number, registration number or vehicle identification number]</i>	<i>[costs incurred by the Member Party in acquiring the Capital Assets or in bringing a Capital Asset to working order or to a state in which it can produce the goods or render the services as required for the Programme – should be identified by the Joint Committee in the Annual Work Plan]</i>	<i>[Portion of Grant that is applied to the Capital Cost]</i>	<i>5 years from first payment of any portion of the Grant applied to Capital Costs.</i>

##### 2. Additional Terms and Conditions

- 2.1 The Parties acknowledge that as the Joint Committee is not a legal entity itself, as such the Member Parties will hold any Capital Assets purchased through the Capital Costs by the Joint Committee in the name of the relevant Member Party.
- 2.2 All Capital Assets will be and remain the property of the Member Party and will at all times be at the risk of the Member Party. The Member Party will bear the risk of any loss, theft, damage or destruction of any Capital Assets and if Capital Assets require repair or replacement, the Member Party will bear the cost of such repair or replacement.
- 2.3 The Joint Committee will maintain an up to date register of Capital Assets in the form set out in section 1 of this Schedule 4. Any changes to the register shall be made in accordance with this Deed and promptly notified to the Ministry in writing.
- 2.4 In consideration of the Ministry consenting to the application of all or part of the Grant to pay for Capital Costs, the Member Party agrees that, during the Restriction Period, the Member Party's ability to deal with Capital Assets shall be restricted as set out in sections 2.5 to 2.10 below.
- 2.5 During the Restriction Period, the Member Party shall not, without the prior written consent of the Ministry:
  - (a) sell, assign or pledge any Capital Asset; or
  - (b) underlet, lend or otherwise part with possession of any Capital Asset, save that the Member Party may loan any Capital Asset to its agents or another Member Party for the purposes of the Project; or
  - (c) create, agree to create, allow to come into existence or permit to subsist any Security Interest, mortgage, charge (fixed or floating), encumbrance, hypothecation, lien, pledge, trust, finance lease, deferred purchase, sale and lease-back, sale and repurchase, flawed asset arrangement, title retention or any other arrangement which has the practical effect of securing payment or performance of an obligation over or affecting all or any part of any Capital Asset.
- 2.6 During the Restriction Period, the Member Party shall:
  - (a) protect all Capital Assets against distress, execution and seizure;
  - (b) maintain all Capital Assets in a good state of repair and in good working order and condition; and
  - (c) upon request by the Ministry, notify the Ministry of the present location of any Capital Asset.
- 2.7 During the Restriction Period the Member Party shall maintain at its cost insurance for all Capital Assets against all such risks as it is prudent in accordance with best commercial practice to insure against and any other risks which the Ministry may from time to time reasonably require for their full replacement value or on such other basis as the Ministry may agree in writing, and shall provide evidence of such insurance as and when reasonably requested by the Ministry.
- 2.8 If any of the following events occurs (whether or not within the control of any party) at any time prior to the expiry of the Restriction Period:

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- (a) the Member Party fails to perform or observe any obligation under this Deed regarded by the Ministry as material, including the obligations in sections 2.5 to 2.7 in this Schedule 4, and, in the case of a failure which is capable of remedy, that failure is not remedied within ten (10) Working Days after written notice thereof has been given to the Member Party by the Ministry;
- (b) any representations or warranty made under or in connection with this Deed by the Member Party is false or misleading in any respect regarded by the Ministry as material; or
- (c) the Member Party suffers an Insolvency Event,

then the Member Party must notify the Ministry, immediately on becoming aware of it, of the occurrence of such event and subject to special item 8.7, at any time (and notwithstanding the previous waiver of any default) the Ministry may by notice to the Member Party declare any or all of the Clawback Amount to be immediately due and payable.

- 2.9 In order to secure the Member Party's obligations under this Deed in respect of the Clawback Amount, the Member Party hereby grants to the Ministry a Purchase Money Security Interest (as that term is defined in the Personal Property Securities Act 1999) in each Capital Asset. The Member Party will take all necessary steps (including as required by the Ministry from time to time) to ensure that the Security Interest becomes a "Perfected Security Interest" (as that term is defined in the Personal Property Securities Act 1999) including:

- (a) giving the Ministry written notice immediately following (and in any case, within two (2) Working Days) the Member Party taking possession of a Capital Asset; and
- (b) signing and delivering any necessary documentation.

- 2.10 The Ministry will, at the expiry of the Restriction Period, register a release of any relevant financing statement on the Personal Property Securities Register.



#### **SCHEDULE 5: MULTIYEAR PROGRAMMES**

**1. Additional terms**

- 1.1 The Ministry shall, subject to section 1.3 of this Schedule 5, pay the Grant funding to the Joint Committee via the Recipient for each Financial Year as set out below.
- 1.2 The Grant funding in each Financial Year will be the lesser of:
  - (a) the total amount set out in the Tasks/Activities table of the relevant Annual Work Plan; or
  - (b) an amount equal to the difference between the budgeted total costs of the Project for that Financial Year and the total value (assessed by the Ministry) of any type of contribution to the Project for that same Financial Year by a Member Party and/or from any other source.
- 1.3 Any Grant funding after the Initial Amount grant provided for at clause 2.1 for the subsequent Financial Years is subject to:
  - (a) the Joint Committee's use of the Grant funding for the previous Financial Year is in accordance with their obligations under this Deed and the Annual Work Plan for that same Financial Year;
  - (b) the Recipient, the Member Parties or the Joint Committee not being in breach of this Deed;
  - (c) the Annual Work Plan being finalised in accordance with this Deed; and
  - (d) the availability of funds due to changes, or directives of the New Zealand Government.
- 1.4 In the event that any of the above conditions have not been satisfied then the Ministry may withhold payment of the Grant funding until the conditions have been satisfied.

## SCHEDULE 6: CHANGE CONTROL PROCESS

### 1. Definitions:

- 1.1 For the purposes of this Schedule, the following words shall have these definitions unless the context requires otherwise:

**Change** means any amendment, deletion or addition to the Year 1 Annual Work Plan, Annual Work Plans or this Deed;

**Change Control Register** has the meaning given to it in paragraph 2.7 of this Schedule;

**Change Request** means a written request for a Change which shall be substantially in the form attached to this Deed as Annexure 4;

**Minor Change** means any Change (including the reallocation of Grant from one Project activity or Deliverable to another) and the Change does not:

- (a) result in a change in Project Costs;
- (b) result in any change to an activity which would be likely to prevent the Project from substantially achieving its Objectives;
- (c) affect or likely affect the total Grant;
- (d) materially affect the Objectives;
- (e) affect or likely affect the Expiry Date; or
- (f) amend the terms of the Deed (including to any Schedule); and

**Objectives** mean the main goals of the Project to be undertaken as specified in the Year 1 Annual Work Plan.

### 2. Change Requests

- 2.1 A Party must notify the other Parties, through a Change Request form, of any Changes (other than a Minor Change) it proposes to make to this Deed, the Year 1 Annual Work Plan, or an Annual Work Plan. Any Change Request must be submitted to the other Parties for prior written approval in accordance with this Schedule.

- 2.2 **Change Request Form:** The Recipient, the Ministry or the Joint Committee may issue a Change Request form at any time. The Change Request shall:

- (a) be substantially in the form provided by the Ministry;
- (b) if issued by the Recipient or the Joint Committee, include an impact assessment (being an analysis of the effect of the proposed Change, including on costs and timelines); and
- (c) if issued by the Ministry, explain why the change is requested and require the Joint Committee to complete the impact assessment in the Change Request form and return to the Ministry as soon as reasonably practicable and in any event within ten (10) Working Days of receiving the relevant Change Request.

- 2.3 **Further Information:** If the Ministry reasonably considers it requires further information regarding a proposed Change, then the Ministry shall notify the Joint Committee and detail the further information required. The Joint Committee shall then re-issue the relevant impact assessment to the Ministry as soon as reasonably practicable and in any event within ten (10) Working Days of receiving such a request. The Parties may repeat the process described in this paragraph until the Ministry is reasonably satisfied that it has sufficient information to properly evaluate the proposed Change ("**Further Information**").

- 2.4 **Right of approval:** Within ten (10) Working Days of receiving an impact assessment in a Change Request or within five (5) Working Days of receiving Further Information under paragraph 2.3, the Parties shall, at their sole discretion:

- (a) approve the proposed Change, and the Change may come into effect in accordance with paragraph 2.5 of this Schedule; or
- (b) reject the proposed Change. The Party rejecting the Change shall explain its reasons for rejection in writing, as soon as reasonably practicable following such rejection.

- 2.5 **Change authorisation:** Any Change proposed in a Change Request will not be authorised and shall not implement any proposed Change until:

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- (a) the Change Request is signed by all Parties including in accordance with the Ministry's Change authorisation and sign off procedure, as notified by the Ministry in writing from time to time; and
  - (b) if the Change is significant the Ministry may require (at its sole discretion), it is signed and delivered as a deed by the duly authorised representatives of the Parties.
- 2.6 **Costs:** The Parties shall bear their own costs in relation to the preparation and agreement of each Change Request (including each impact assessment). For the avoidance of doubt, the Grant may not be used to fund such costs unless expressly agreed in writing by the Ministry.
- 2.7 **Change Control Register:** The Programme Manager shall, for the period of this Deed, maintain a change control register, substantially in a form provided by the Ministry, documenting any Changes that are not Minor Changes (the "**Change Control Register**"). The Change Control Register shall be attached to the Annual Reports.

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## EXECUTION

**IMPORTANT: By signing this Deed, the parties acknowledge that:**

- they have read and understood the terms of this Deed; and
- they have had the opportunity to seek independent legal advice (in their respective capacities under this Deed) about this Deed before signing it.

**SIGNED** as a deed on: \_\_\_\_\_ 2020

*[The date that the Deed is signed is the date at which both parties have signed the Deed i.e. the date the final party signed the Deed. This date must be handwritten on both original copies of the Deed by the party who signs the Deed last.]*

**Signed and delivered** as a deed by [name], [role],  
[team] on behalf of the **Ministry for the Environment**

\_\_\_\_\_  
Signature

On date: \_\_\_\_\_

In the presence of:

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Witness Name

\_\_\_\_\_  
Witness Occupation

\_\_\_\_\_  
Witness Address

**Signed and delivered** as a deed on behalf of  
**Northland Regional Council** in its capacity as  
Recipient, Member Party and Joint Committee  
in the presence of:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Witness Name

\_\_\_\_\_  
Witness Occupation

\_\_\_\_\_  
Witness Address

\_\_\_\_\_  
Print Full Name  
(For a Local Authority specify Description  
Director/Authorised Signatory)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Full Name  
(For a Local Authority specify Description  
Director/ Authorised Signatory)

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On date: \_\_\_\_\_

**Signed and delivered** as a deed on behalf of  
**Auckland Council** in its capacity as Member Party  
and Joint Committee in the presence of:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Print Full Name  
(For a Local Authority specify Description  
Director/Authorised Signatory)

\_\_\_\_\_  
Witness Name

\_\_\_\_\_  
Witness Occupation

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Witness Address

\_\_\_\_\_  
Print Full Name  
(For a Local Authority specify Description  
Director/ Authorised Signatory)

On date: \_\_\_\_\_

**Signed and delivered** as a deed on behalf of **Ngā  
Maunga Whakahī o Kaipara Development Trust** in  
its capacity as Member Party and Joint Committee in  
the presence of:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Print Full Name  
(For a Local Authority specify Description  
Director/Authorised Signatory)

\_\_\_\_\_  
Witness Name

\_\_\_\_\_  
Witness Occupation

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Witness Address

\_\_\_\_\_  
Print Full Name  
(For a Local Authority specify Description  
Director/ Authorised Signatory)

On date: \_\_\_\_\_



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**Signed and delivered** as a deed on behalf of **Te Rūnanga o Ngāti Whātua** in its capacity as Member Party and Joint Committee in the presence of:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Print Full Name  
(For a Local Authority specify Description  
Director/Authorised Signatory)

\_\_\_\_\_  
Witness Name

\_\_\_\_\_  
Witness Occupation

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Witness Address

\_\_\_\_\_  
Print Full Name  
(For a Local Authority specify Description  
Director/ Authorised Signatory)

On date: \_\_\_\_\_

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**Signed and delivered** as a deed on behalf of **Te Uri o Hau Settlement Trust** in its capacity as Member Party and Joint Committee in the presence of:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Print Full Name  
(For a Local Authority specify Description  
Director/Authorised Signatory)

\_\_\_\_\_  
Witness Name

\_\_\_\_\_  
Witness Occupation

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Witness Address

\_\_\_\_\_  
Print Full Name  
(For a Local Authority specify Description  
Director/ Authorised Signatory)

On date: \_\_\_\_\_

*[Under the Local Government Act 2002, a Local Authority is a "body corporate" (section 12). The Property Law Act 2007 section 9(3)-(4) sets out the requirements for a body corporate to sign a Deed: This document must be executed in accordance with the enactment forming the Regional Council, District Council or any Constitution for that entity, or otherwise by two directors.]*

**TITLE:** Policy on the appointment of directors to council organisations

**ID:** A1391002

**From:** Linda Harrison, Organisational Project Manager

**Authorised by Group Manager:** Bruce Howse, Group Manager - Corporate Excellence, on 27 November 2020

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### Executive summary/Whakarāpopototanga

Under section 57 of the Local Government Act 2002 (LGA), the council must adopt a policy that sets out the process for the appointment of directors to council organisations. The current policy has been reviewed and updated for purposes of clarity and transparency. Although this policy is included in the supporting information of the council's Long Term Plan, it can be updated at any time.

This policy applies to the council organisations of:

Marsden Maritime Holdings Ltd;  
Northland Inc. Ltd; and  
Regional Software Holdings Ltd.

The revised policy is included as **Attachment 1**.

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### Recommendation(s)

1. That the report 'Policy on the appointment of directors to council organisations' by Linda Harrison, Organisational Project Manager and dated 27 November 2020, be received.
2. That the revised Policy on the appointment of directors to council organisations be adopted, with the Chief Executive authorised to make any minor editorial changes if required.

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### Options

No.	Option	Advantages	Disadvantages
1	Adopt the revised policy on the appointment of directors to council organisations	Clear and transparent policy publicly available.	Need to replace the existing policy.
2	Do not adopt the revised policy	No change to the existing policy required.	Existing policy not as clear as it could be leading to possible misunderstandings.

The staff's recommended option is Option 1.

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## Considerations

### 1. Environmental impact

This decision will have no impact on the ability of council to proactively respond to the impacts of climate change now or in the future.

### 2. Community views

There are no known views on this matter from the community that would have a material bearing on this decision.

### 3. Māori impact statement

There are no known impacts on Māori in relation to adopting this policy that are different to those of the general public.

### 4. Financial implications

There are no financial impacts from adopting this revised policy.

### 5. Implementation issues

Council will need to provide a copy of the updated policy on the appointment of directors to all council organisations prior to any new directors being appointed. A copy should be published on the council's website and included in the supporting documentation of the next Long Term Council Community Plan for ease of reference.

### 6. 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 a part of council's day to day legislative obligations.

### 7. Policy, risk management and legislative compliance

The revised policy on the appointment of directors to council organisations meets the requirements of section 57 of the Local Government Act 2002. Updating this policy is consistent with all relevant legislative requirements. Updating this policy is considered to have a positive impact on council's risk management profile due to the changes being focused on increased clarity and transparency.

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## Background/Tuhinga

Nil

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## Attachments/Ngā tapirihanga

Attachment 1: Policy on the appointment of directors to council organisations [↓](#)

# Policy on the appointment of directors to council organisations

Section 57 of the Local Government Act (LGA) 2002 ("the Act") requires the council to have a policy on the appointment of directors to its council organisations. As at January 2021, Northland Regional Council wholly or partially owns:

Marsden Maritime Holdings Limited;  
Northland Inc. Limited;  
Regional Software Holdings Limited.

This applies policy when appointing directors to any of the above companies.

Marsden Maritime Holdings Limited (MMH) is exempt from being a council-controlled organisation under section 6(4)(ca) of the Act, although under section 6(1) it is classified as a council organisation. Northland Inc. Limited and Regional Software Holdings Limited are council-controlled organisations.

## Definitions

"Council organisations" include council-controlled organisations and council-controlled trading organisations. Each of these terms is defined in the Act:

### *"Council organisation"*

A council organisation is any organisation in which the council has, directly or indirectly, a voting interest or the right to appoint a director, trustee or manager (however described). This is a wide-ranging definition, covering a large number of bodies.

### *"Council-controlled organisation"*

A council-controlled organisation is an organisation in which the council, either on its own or when combined with other local authorities, controls, directly or indirectly, 50 percent or more of the votes or has the right, directly or indirectly, to appoint 50 percent or more of the directors, trustees or managers.

## Other relevant legislation/regulation

In addition to this policy, appointments and reappointments to the boards of council organisations may be governed by their respective constitutions, trust deeds or, in some cases, specific legislation. Constitutions, trust deeds and legislation take precedence over this policy but internal policies of the council organisations do not.

Where ownership of council organisations is jointly or severally shared with other entities, governance requirements may be established through shareholder agreements, memorandum of understanding or equivalent documentation. This policy applies/takes precedence in regards to the appointment of directors unless specifically agreed otherwise.

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### Key principles of this policy

- Ensure that the council appointment process selects the best person for the role having regard to the needs of the organisation and the mix of skills on the board;
- All appointments will be made through an objective, transparent and accountable process;
- All appointments will be made on the basis of merit;
- All directors will be appointed on the basis of the contribution they can make to the organisation, not on the basis of representation; and
- That all parties share a clear and agreed approach to director appointments prior to the process commencing.

### Appointment process

Vacancies will be advertised unless good reason exists not to. The power to decide not to advertise a vacancy is to reside with council but may be delegated to the Chief Executive Officer. In making a decision not to advertise, the council will consider:

- The costs of any advertisement and selection process;
  - The already known availability of qualified candidates;
  - The urgency of the appointment (e.g. a council organisation that is without a quorum cannot hold a board meeting);
  - The degree of potential interest, including public interest, in the vacancy and
  - Whether there is a high prospect that an incumbent will be reappointed.
- 
- With the exception of MMH, an ad hoc committee will be established to consider applications and/or nominations, conduct interviews and make a recommendation on preferred candidate(s) to council. The ad hoc committee shall normally comprise councillors, including the council's shareholder representative (if any) for the organisation concerned. Other members may include key stakeholders, one or more directors of the council organisation, or any person who has particular knowledge or skills that would be beneficial in the selection process.
  - Ad hoc committee members and candidates are required to declare any potential conflicts of interest.
  - The council holds the majority of shares in MMH, and has the power and responsibility to appoint the directors through the AGM of MMH. MMH is a port company, and the Port Companies Act has provisions relating to the appointment of directors. MMH is also listed on the NZX, and the NZX Corporate Governance Code, while not binding, sets out what the NZX considers to be best practice for director appointments. In addition, the NZX rules contain process provisions for appointment of directors that MMH must comply with. The council will enter into a Memorandum of Understanding with the Board of MMH to ensure that all requirements are complied with, best practice is observed, and that the Key Principles described above are met. The MOU will be a public document.

### General core competencies

A matrix for each council organisation will be developed to outline the skills and experience required of board members. All board members are expected to meet core competencies as well as relevant industry or other technical/specialist skills required for that particular board.

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### Person specifications

Nominees for specific vacancies shall be assessed and ranked for their particular skills, knowledge and experience using the matrix for that particular board.

### Other appointment criteria

In making its selection the council shall have regard to the advantages of diversity, with a view to the board reflecting Northland demographics, and to ensure governance experience is gained by Northlanders.

### Appointment restrictions

- Councillors and council staff should not be appointed as directors, unless good reason exists for an exception. For example, where the council organisation is operational in nature and the Northland Regional Council Chief Executive Officer or designated staff member possesses the skills, knowledge and experience required to fulfil the role of a director, then council may appoint that person.
- Staff of the council organisation should not be appointed to its board. In the event a board decides one of its members should fill a vacancy in the organisation, the board member must first resign from their position on the board.
- Any board member applying for employment with the council shall offer to resign from the board immediately following an acceptance of appointment/confirmation of election.
- Any board member who is a candidate in a local body election (or a general election or placed on any political party's list) must offer to stand down from nomination day until the election results are notified.

### Term of appointment

- Appointments shall be for a maximum three-year term, subject to any review the council considers necessary. Reappointment may not occur for reasons unrelated to the performance of the board member, such as other changes to the composition of the board or changes to the direction of the organisation or the environment in which it operates.
- Directors should have no expectation of re-appointment at the end of any three year term.
- The maximum number of consecutive terms for any director is three, but with reappointments exceeding six continuous years being considered on a case-by-case basis.
- The council shall generally review the performance of the organisation and its board after the local body elections.

Where reappointment of an incumbent is proposed, the council may decide that advertising the vacancy is inappropriate. Consideration will be given as to whether the reappointment will be consistent with the broader policies in this section; and in particular whether the reappointment of the incumbent:

- Will match the projected activities and governance requirements of the organisation;
- Is appropriate having regard to the mix of skills now on the board; and
- Will further the diversity policy.

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### Remuneration of directors of council organisations

- Remuneration for directors of council organisations will be determined on a case-by-case basis taking into account:
  - Each specific role;
  - Any existing legal or constitutional requirements;
  - The form and purpose of the organisation; and
  - Any previous level of fees paid by the shareholder.
- Directors are not to undertake consulting work for the organisation under any circumstances.

The remuneration section (above) of this policy does not apply to MMH because director remuneration and the ability to provide other services to the company is determined in accordance with its constitution and NZX rules.

### Removal of directors

Directors may be removed from office in accordance with the constitution of the company and the general law; particularly section 156 of the Companies Act 1993 which provides for removal of a director by ordinary resolution of the shareholders.

A1381934

**TITLE:** Te Taitokerau Māori and Council Working Party -  
Nomination of New Member

**ID:** A1391576

**From:** Auriole Ruka, Kaiwhakahaere Hononga Māori

**Authorised by** Ben Lee, GM - Strategy, Governance and Engagement, on 08 December  
**Group Manager:** 2020

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### Executive summary/Whakarāpopototanga

The purpose of this report is to advise and seek endorsement from council of the representative Anamaera Kake on behalf of the membership for the hapū collective Te Waiāriki, Ngāti Takapari, Ngāti Korora onto Te Taitokerau Māori and Council Working Party (TTMAC).

In line with the Terms of Reference for TTMAC, nominations received for representatives from hapū not currently represented on the working party will be presented to council for ratification following consultation with the working party Co-Chairs. Such nominations must be accompanied with documentation, to the satisfaction of the co-chairs, that the nominee has formally been mandated by hapū to represent them on the working party.

TTMAC's Co-Chairs have received and accepted the membership request from Te Waiāriki, Ngāti Korora, Ngāti Taka Iwi Trust, and are satisfied that the nominated representative, Anameara Kake, has formally been mandated by hapū to represent them on TTMAC.

The Co-Chairs took into account that Te Waiāriki, Ngāti Korora and Ngāti Taka Iwi Trust were previously ratified members when TTMAC was initially established in 2014.

For TTMAC non-elected members this will result in 18 of 21 positions being filled, leaving three vacant seats. Three of these are iwi seats and will remain available for Ngāti Kahu, Ngāti Kuri and Ngāti Takoto until such time as they decide to allocate their seat to a hapū within their iwi boundary and rohe.

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### Recommendation(s)

1. That the report 'Te Taitokerau Māori and Council Working Party - Nomination of New Member' by Auriole Ruka, Kaiwhakahaere Hononga Māori and dated 1 December 2020, be received.
2. That council confirms Te Waiāriki, Ngāti Takapari and Ngāti Korora hapū membership and their representatives Anamaera Kake and proxy Aorangi Kawiti as non-elected representatives on Te Taitokerau Māori and Council Working Party.

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### Options

No.	Option	Advantages	Disadvantages
1	Council endorse the recommendations	Follows the process outlined in the Terms of Reference.	TTMAC seats reduce and council unable to accommodate other

		Membership is mandated by a hapū that is well established and has shown ongoing commitment to engaging with council.	requests for new membership.
2	Council does not endorse recommendations	Time to consider other options or information.	Decision is inconsistent with the Terms of Reference for TTMAC.

The staff's recommended option is Option 1, to endorse the recommendations for new membership.

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## Considerations

### 1. Environmental impact

There are no environmental impacts related to this decision.

### 2. Community views

No community views have been sought on this decision.

### 3. Māori impact statement

The recommendations of this decision take into account the implications that directly impact Māori and reflect an approach that is consistent with TTMAC purpose and Terms of Reference. This hapū collective was previously represented on TTMAC when it was initially established and has been endorsed by current TTMAC membership.

### 4. Financial implications

There are no financial implications as full TTMAC membership has been accounted for in existing budgets for the non-elected members of TTMAC.

### 5. Implementation issues

There are no known implementation issues associated with this decision.

### 6. Significance and engagement

In relation to section 79 of the Local Government Act 2002, this decision is considered to be of low significance when assessed against council's Significance and Engagement Policy because it has previously been consulted on and provided for in council's Long Term Plan and/or 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. Tangata whenua engagement and consultation is ongoing with TTMAC in regards to iwi and hapū membership and representation.

### 7. Policy, risk management and legislative compliance

This report and recommendations are consistent with the TTMAC Terms of Reference and Appointed Members' Policy:

#### ***"Ngā mema / Membership***

*The working party will comprise up to 30 members in total consisting of:*



*Nine elected members (councillors) and twenty-one appointed iwi and hapū members from Taitokerau Māori (one representative per iwi and hapū).*

*To ensure regional representation from the twenty-one appointed iwi and hapū members from Taitokerau Māori, these positions will be filled based on the geographic representation outlined in Appendix 2. In order to maintain the ability to provide geographic representation in TTMAC, should a position not be filled within a geographic area, that position will remain vacant and available to be filled in the future by iwi and/or hapū whose rohe overlaps that mapped geographic area.*

*Iwi representation will include one member from each of the following ten Iwi Authorities:*

- Ngāti Kuri Trust Board
- Te Rūnanga Nui O Te Aupōuri
- Te Rūnanga O Ngāi Takoto
- Te Rūnanga-a-Iwi O Ngāti Kahu
- Te Rūnanga O Te Rarawa
- Te Rūnanga O Whāingaroa
- Te Rūnanga A Iwi O Ngāpuhi
- Ngātiwai Trust Board
- Te Rūnanga O Ngāti Whātua
- Te Roroa

*Should one of the above iwi decide not to fill their position, they may choose to endorse a hapū and hapū representative to fill their position. Priority will be given to the following tāngata whenua groupings who have previously had a representative on the working party, in recognition of their early and ongoing commitment to this relationship and kaupapa listed below:*

- Ngāti Hine
- Te Whakapiko Hapu
- Ngāti Manu
- Hokianga O Ngā Hapū<sup>5</sup>
- Ngāti Rēhia
- Te Uri o Hau
- Te Waiariki
- Ngāti Kororā
- Ngāti Takapari
- Ngāti Kuta, Patukeha
- Te Parawhau
- Ngati Tara
- Te Whakaminenga O Te Hikutu Hapū-Whānau<sup>6</sup>
- Patuharakeke

*Should one of the above tāngata whenua groupings not take up a position on TTMAC, and a position still be available within a geographic area (as mapped in Appendix 2), then that position can be filled by another hapū within that geographic area.*

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<sup>5</sup> Ngati Pakau, Mahurehure, Ngatikorokoro

<sup>6</sup> Te Hikutu/Whanau Whero/Whanautara/Ngati Kairewa/Ngati Kerewhiti/Ngati Parenga/Ngati Tuapango

*Nominations received from hapū not currently represented on the working party will be presented to council for ratification following consultation with the working party co-chairs. Such nominations must be accompanied with documentation, to the satisfaction of the co-chairs, that the nominee has formally been mandated by hapū to represent them on the working party.*

*The following procedure will be followed once working party membership reaches 30 and a nomination is received from hapū not currently represented on the working party:*

- 1. Priority will be provided for one member from each group as indicated above.*
- 2. The working party will seek to achieve as wide and even representation as possible.*
- 3. Once full representation is achieved from all priority groups listed above, then new membership is only available by attrition.*

*Iwi/hapū can nominate an alternate/proxy representative to act on behalf of an absent primary representative. “*

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**Attachments/Ngā tapirihanga**

Nil

**TITLE:** Health and Safety Report

**ID:** A1391223

**From:** Kelcie Mills, Health and Safety Advisor

**Authorised by Group Manager:** Bruce Howse, Group Manager - Corporate Excellence, on 01 December 2020

### Executive summary/Whakarāpopototanga

This report is to inform the council of the activity in health and safety for the month of November 2020. An overview/summary of the activities include:

- The Safeplus results show a need for improvement in the area of worker engagement.
- The risk 'Dealing with aggressive people' moves into top 5 risks in replacement of 'Unknown hazardous substances'.
- The number of incidents reported remains the same and the number of hazards reported has increased.
- Mental health training is being organised for staff to assist in dealing with members of the public.

### Recommendation

That the report 'Health and Safety Report' by Kelcie Mills, Health and Safety Advisor and dated 30 November 2020, be received.

### Background/Tuhinga

#### 1. Health and safety performance

Table 1: Health and safety performance lead and lag indicators

	Sep-20	Oct-20	Nov-20	FY Total
% Audit of systems reviewed	1%	5%	8%	17%
Audit corrective actions identified	0	0	3	3
Workplace inspections completed	1	3	1	5
Number of vehicle events	0	4	1	11
Number of contractor events	0	0	0	2
Contractors successfully pre-engaged	3	3	1	17
H&S trainings completed	3	7	28	49
New workers H&S inducted	2	3	12	20
Health monitoring vaccine programmes completed				65*
Health monitoring programmes completed				0*
	Current	Completed		
Incident Investigations outstanding	17	33		50

\*based on calendar year

Table 1 summarises the key lead and lag indicators for the past quarter.

Identified in table 1 are audit corrective actions as identified from the Safeplus assessment. The issues identified are general areas for improvement which will be taken to the Health and Safety Committee at their next meeting to discuss the actions required. The areas that the organisation will look at are:

1. How its resourcing and supporting workers and their representatives to get involved in health and safety.
2. Involving workers and their representatives when deciding how health and safety risks are dealt with.
3. Reviewing how successful it is at managing risks and wider health and safety, with the workers and their representatives.

## **2. Risk management**

The current top five risks are:

1. Driving motor vehicles
2. Extended work hours/stress
3. Contractors
4. Not implementing controls
5. Dealing with aggressive people

### **Risk updates**

- Driver training is underway for drivers at council. Further to this, daily monitoring of E-Road is being completed to identify speeding drivers and address issues as they occur.
- The stress survey action plans are still in progress. Tasks currently underway include:
  - Key staff are booked to attend mental health training in December and February.
  - The Organisation Management Team (OMT) members from the ground floor have been tasked with planning the best layout and seating options for the area.
  - An identified team with concerns is working to build certainty with future planning and more team meetings.
- The risk score of 'Unknown hazardous substances' has been decreased and moves off the top 5. This is due to the successful implementation of amnesty days, and not accepting substances at reception.
- Not implementing controls is regarding the Traffic Management Plan not being correctly adhered to, as well as risk assessments not being correctly completed to protect staff. New risk assessment forms and digital tools are being worked on to help staff.
- The risk 'Dealing with aggressive people' moves up into the top 5 as its residual risk score has been increased following recent events (outlined below).

### 3. Incidents and hazards

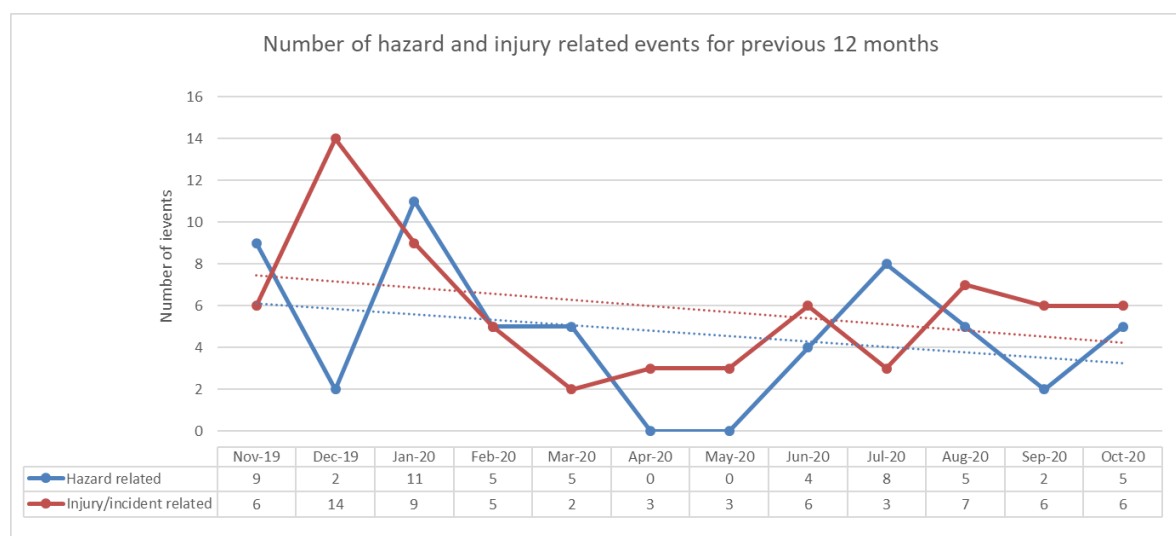


Figure 1: Number of hazard and injury related events for previous 12 months

### Events reported

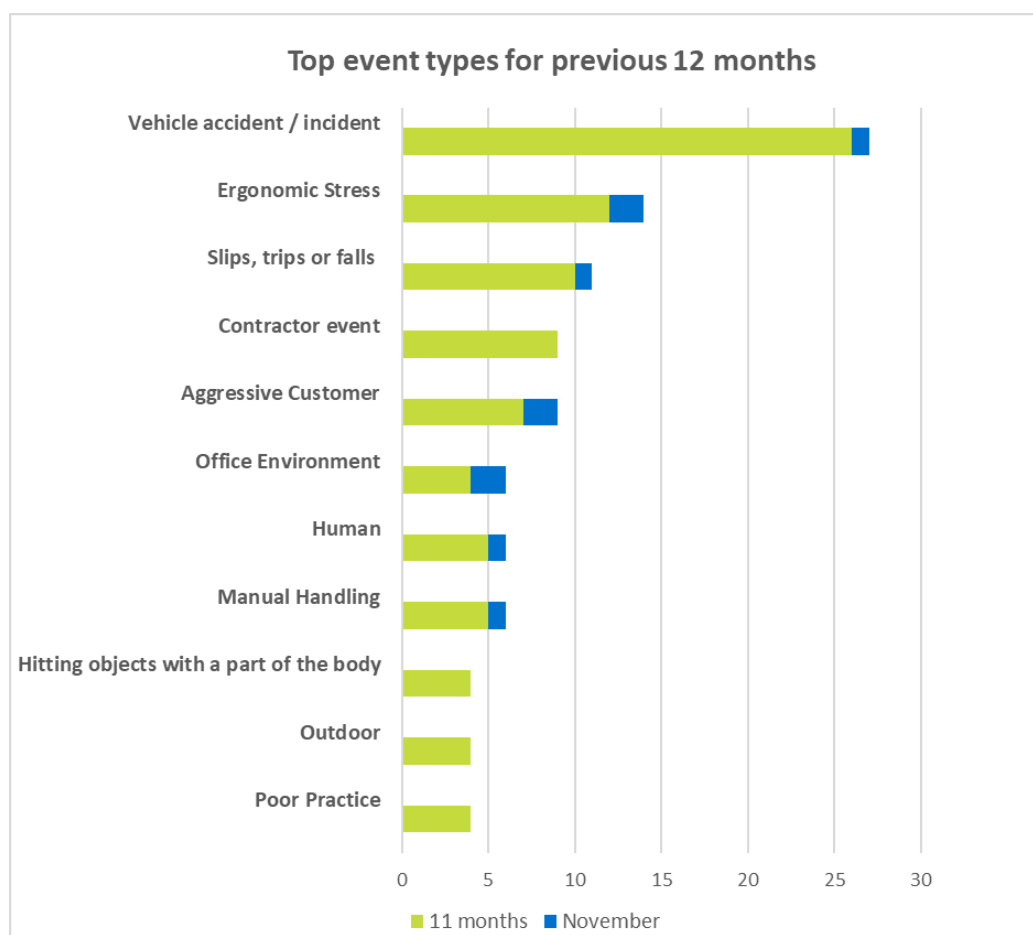


Figure 2: Top 10 issues for previous 12 months

### Events of interest

- An aggressive member of the public threatened a staff member and verbally abused them during a routine activity. This person is known to council but has no history of being aggressive. The staff member has been offered support services but ensured us



they are not feeling emotionally harmed from the event. This is still under investigation.

- A second aggressive customer threatened a staff member for leaving an inspection notice on their property. The aggression was over the phone during an out of hours call. The staff member managed to de-escalate the situation and gather enough details for the manager to call back on Monday and resolve the issue regarding the notice. The worker was also offered support services but indicated they were fine.

#### **4. Health and safety strategy work programme**

##### **Leadership**

- The Health and Safety Committee has shown high interest in improving driving behaviours, particularly with speeding.
- Managers are now being involved to speak personally with staff identified as speeding within a week of it occurring.

##### **Communication and engagement**

- The Health and Safety Committee members are being encouraged to ensure health, safety and wellbeing is an agenda item for all team and group meetings.

##### **Wellbeing**

- Mental health 101 training sessions are now being organised for staff. This will assist staff dealing with members of the public and people within the organisation who may experience mental health issues or illnesses.

##### **Injury, illness and hazards**

- The health and safety risks are being transferred into Promapp.
- Risks and their controls are also being discussed at team meetings through committee and representative members to assist in reviewing the risk profiles.

##### **Monitoring and reporting**

- The health monitoring programme, which has been delayed due to COVID-2019 is currently being reviewed in preparation for early 2021.

##### **Learning and development**

- Training requirements for roles are continuing to be identified with managers.
- The health and safety management training has resumed to upskill managers.
- We are looking into organisation wide entry level health and safety training about 'The Why' for risk management and health and safety at council.

##### **Continuous improvement**

- The Safeplus online has been completed with the report currently being written to take to the Health and Safety Committee in December 2020.

#### **5. Legislation updates**

Nil

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**Attachments/Ngā tapirihanga**

Nil

**TITLE:** Chair's Report to Council  
**ID:** A1391195  
**From:** Penny Smart, Chair  
**Authorised by** Penny Smart, Chair, on 08 December 2020  
**Group Manager:**

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### **Purpose of Report**

This report is to receive information from the Chair on strategic issues, meetings/events attended, and correspondence sent for the month of November 2020.

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### **Recommendation**

That the report 'Chair's Report to Council' by Penny Smart, Chair and dated 1 December 2020, be received.

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### **Strategic issues**

#### **Christmas Message**

As we near the end of 2020 it is with great pleasure that I wish all constituents a very merry and safe Christmas and New Year.

It has certainly been an interesting, productive and challenging year.

In Tai Tokerau we have been able to work to our strengths and find strength in numbers.

A huge thank you to everyone who has given their time and energy to ensure that Tai Tokerau does indeed thrive.

Special thanks and acknowledgement to our CEO and all NRC staff, they are second to none in their commitment and work ethic and a real pleasure to work with. Their ability to keep going and put the environmental, economic, social and cultural needs before their own is very much appreciated and a real inspiration.

Thanks also to NRC councillors who have also shown huge commitment to their roles and worked exceptionally well as a team.

2021 will be a very busy year. While there is much to do, I am confident that NRC will perform to our normal high standards of delivery and service. We have our Long Term Plan to consult on and finalise as well as the Regional Plan completion.

There are a number of important pieces of central government legislation that councils have been tasked to accommodate as well as the Kaipara Moana Remediation project which will begin in earnest.

Please be safe and enjoy the summer break while looking out for each other and our awesome environment here in Tai Tokerau.

Our Northland – Together we thrive.

## Meetings/events attended

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

- Meetings attended with the council's CEO, Malcolm Nicolson:
  - Future naval base study.
  - UNISA Mayors and Chairs meeting.
  - Tangi for Rudy Taylor.
  - LGNZ Zone One meeting in Dargaville.
  - Northland|Forward Together Strategic Planning Workshop, Dargaville.
  - Regional Software Holdings AGM.
  - Meeting with Minister Parker in Wellington.
  - LGNZ Regional Sector meeting in Wellington.
  - Northland Mayoral Forum, Far North District Council.
- Regular Mayors and Chair catch up meetings.
- Marsden Maritime Holdings annual meeting of shareholders.
- Westpac Northland Business Champions 2020. Councillors Macdonald, Craw and Kitchen also attended.
- Graeme Osborne – Taitokerau Northland Destination Management Plan.
- Oruku Landing development meeting with Ben Tomason and Barry Trass, Northland Development Corporation.
- Mayors and Chair only session at Far North District Council prior to Northland Mayoral Forum.

## Correspondence

During November I sent out the following correspondence:

Date	Addressed To	Subject
04.11.20	Chris Jenkins Chair Te Hiku Conservation Board	Keeping Northland deer free
04.11.20	Tania McInnes Chair Northland Conservation Board	Keeping Northland deer free
11.11.20	Rt Hon Jacinda Ardern Hon James Shaw Hon Kelvin Davis Hon Andrew Little Hon David Parker Hon Nanaia Mahuta Hon Damien O'Connor Hon Stuart Nash Hon Peeni Henare Hon Grant Robertson Kiri Allan MP	Building back better by working collaboratively together for Te Taitokerau

16.11.20	Emily Henderson MP	Congratulatory letter on being elected MP for Whangārei
23.11.20	Hon Michael Wood Minister of Transport	Building back better by working collaboratively together for Te Taitokerau
25.11.20	Hon Nanaia Mahuta	Removing the poll for Māori wards and constituencies

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**Attachments/Ngā tapirihanga**

Nil



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

**ID:** A1391237

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

**Authorised by Group Manager:** Malcolm Nicolson, Chief Executive Officer, on 09 December 2020

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## Recommendation

That the report 'Chief Executive's Report to Council' by Malcolm Nicolson, Chief Executive Officer and dated 30 November 2020, be received.

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### 7.3.1 HIGHLIGHTS

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#### UNDERWATER SURVEY OF THE BAY OF ISLANDS

- The NIWA and Ngāti Kuta underwater survey in the Bay of Islands, supported by the NRC, was completed. The survey focused on four study areas in the semi-sheltered waters located between the central Islands of the Eastern Bay of Islands and the Rāwhiti Channel, which are thought to contain some of Northland's best-known examples of algal turf beds, subtidal seagrass and rhodolith beds.
- Extensive beds of turf algae around the islands, extending to depths of 12m were observed during the survey. NRC staff will work help to analyse the data and complete a baseline assessment and map of the habitat.



*The deployment of a drop camera to survey the ecological communities of the Eastern Bay of Islands*

#### SOLID WASTE

Following the progression and debate on solid waste, the Northland Mayoral Forum has recently highlighted it as an emerging priority.

#### Hātea Awa Litter Clean-up

A total of 22 NRC staff, together with representatives from Sea Cleaners and WDC (including Councillor Connop), undertook the annual Hātea awa litter clean-up. The clean-up covered an area from Kissing Point up to Hātea Drive. As in previous years, the majority of litter collected consisted of plastics, while an increase in building waste was observed also.



### Reducing the Environmental Impact of Plastic

In August 2020 the Ministry for the Environment released a discussion document seeking feedback on their proposals to manage certain plastics to reduce their environmental impact. Following feedback from ELT and Councillors, staff made a written submission to the Ministry. In summary, the submission supports the Ministry's proposal, but seeks that it cover a wider range of plastics and that action be taken earlier.

### Emerging Contaminants

A media release (on 10 November 2020, NZ Herald) about the microplastic survey at two of our dune lakes (Lake Ngatu and Lake Taharoa) for the purpose of contributing to an international lakes microplastic survey was well received by the community. The media release was followed by a Radio NZ interview of the council's Freshwater Scientist.

## 7.3.2 CEO'S OFFICE

### Current Legal Proceedings

Department	Description	Status
Consent decision appeal	Replacement consents for, and new consents for an expansion of, Doug's Ōpua Boat Yard in Walls Bay, Ōpua.	No further update.
Consent decision appeal	Replacement discharge consents for East Coast Bays Wastewater Treatment Plant (Taipā)	Court mediation set down for week of 8 February 2021.
REL	High court judgement has been sealed and letters of demand sent to guarantors.	Further steps to try and recover the money owed to council as appropriate including bankruptcy proceedings.

## 7.3.3 CORPORATE EXCELLENCE

### Cyber Security - Unbudgeted Expenditure

During the COVID-19 lockdown, an additional layer of computer security was required to manage the increased risk of staff working in a decentralised and distributed configuration outside of our private network (LAN). In the new world, NRC devices are connected directly to the public internet before connecting to the secured NRC systems. This introduces an increased risk of malicious content being transferred to our internal network and systems.

The software was offered at no cost for a four-month period through lockdown to manage this risk to provide data protection and defence against threats via the internet. This offer has now expired and as the FWA trial is continuing for a further six months, we now need to pay for the licences in use (177 devices).

The cost for the remainder of the current financial year is \$40,297.59 and I have approved unbudgeted expenditure to cover this.

### Fraud Declaration

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

### Council Property Update

The Kensington Crossing base build is contracted to be completed mid-December 2020, this will be challenging but it is in the interests of the contractor that the target be met. Various fitouts will continue into the new year.

The Kaipara Service Centre foundations are now being poured. The project is currently 20 days ahead of schedule, which provides some cushion should unforeseen circumstances arise.



#### 7.3.4 REGULATORY SERVICES

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##### Consents in Process

During November 2020, a total of 56 Decisions were issued. These decisions comprised:

• Moorings	2
• Coastal Permits	9
• Coastal Discharge Permits	0
• Air Discharge Permits	0
• Land Discharge Permits	2
• Water Discharge Permits	0
• Land Use Consents	29
• Water Permits	5
• Bore Consents	9

The processing timeframes for the November 2020 consents ranged from:

- 96 to 1 calendar days, with the median time being 32 days;
- 58 to 1 working days, with the median time being 20 days.

Thirty-nine applications were received in November 2020.

Of the 93 applications in progress at the end of November 2020:

- 53 were received more than 12 months ago (most awaiting further information from the applicant);
- 5 were received between 6 and 12 months ago (most awaiting further information from the applicant);
- 35 less than 6 months.

##### Appointment of Hearing Commissioners

No commissioners were appointed in November 2020.

##### 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 2020 is (by number):

• Applications Publicly/Limited Notified During Previous Month	0
• Progress on Applications Previously Notified	6
• Hearings and Decisions	4
• Appeals/Objections	2

### COASTAL & WATER QUALITY

All routine water quality and ecological programmes were undertaken, including:

- Four coastal water quality sampling runs.
- Nine river water quality, priority catchment and periphyton sampling runs.
- Six continuous water quality stations (five freshwaters and one coastal) were validated.
- Quarterly water quality sampling at 27 lakes.
- Summer cyanobacteria sampling at five lakes.

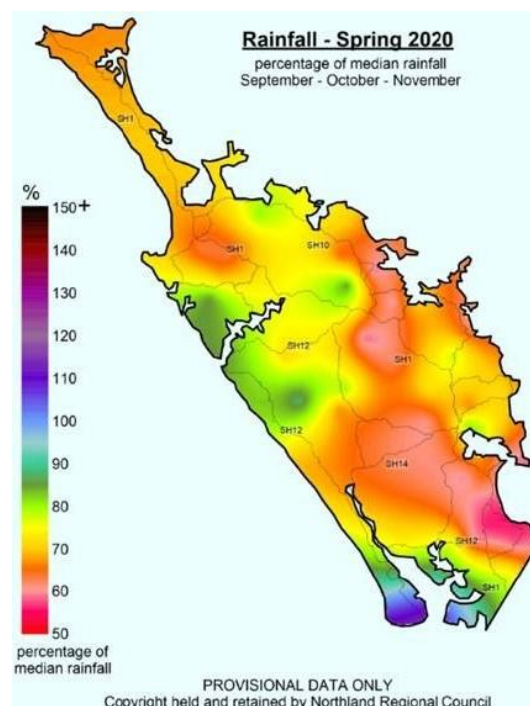
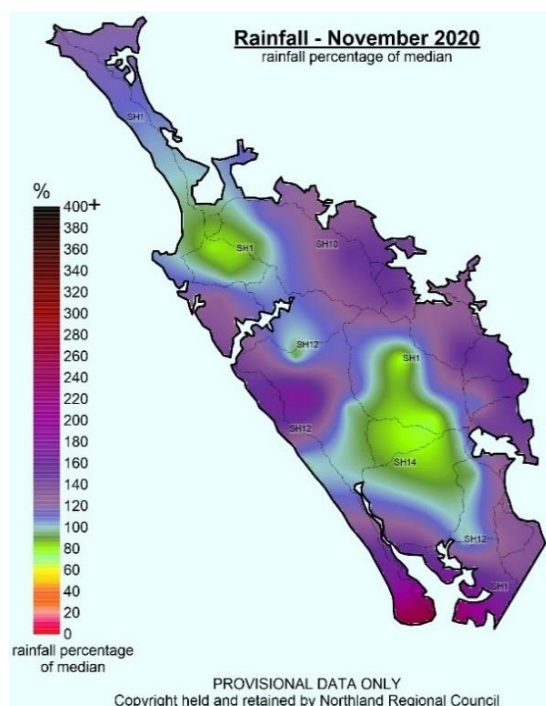
### NATURAL RESOURCES DATA

- LAWA: The overall bacterial risk results and recreational monitoring audit files have been reviewed. Data was published in early November ready for the swim season over the summer months.
- The ecological database (KiEco) is still under construction and the freshwater macroinvertebrate and periphyton programmes are expected to be operational by December 2020. Summer students are assisting with compiling phytoplankton data.
- Final testing is underway for the electronic sampling forms to assist with the collection of coastal, river, groundwater and recreational data, which will be operational from December 2020.

### HYDROLOGY

#### Rainfall

- Rainfall for November 2020 was above normal for most of the region and slightly below normal for Kaitiāia and the upper Northern Wairoa Catchment.
- Despite a relatively wetter than normal November, Spring rainfall was still well under what was expected. Bream Bay is looking particularly dry at around 55% for Sept-Oct-Nov. The Pouto Peninsula is the only area above the expected rainfall (114% at Pouto Point), although that was only due to some heavy falls in early November. The rest of the region is well under 100% with a regional average of 71% for Spring. The Bryderwyn gauge averaged 56% during Spring, making it the driest rain gauge (percentage-wise). Draffin Road and Cape Reinga scored the least on total Spring rainfall with 147mm.



### Forecast

NIWA predicts the continuation of La Niña conditions through to February 2021 or beyond. Frequent north-easterly rain systems are likely to continue while La Niña conditions prevail. Typically, above average soil moisture and river flows would accompany above average rainfall, however, there is a high likelihood of very high temperatures this summer. These heatwave conditions can increase evapotranspiration and decrease soil moisture and runoff to rivers/groundwater.

	Temperature (%)	Rainfall (%)	Soil moisture (%)	River flows (%)
Above average	80 •	40 •	30	35
Near average	15	35	45 •	40 •
Below average	05	25	25	25

• indicates the most likely scenario

### River Flows

River flows have benefited from rain through November. Median November flows at most stations were near normal or above normal.





## Groundwater

Groundwater levels are typically on the decline at this time of year. The rain throughout November has slowed the rate of this decline in most groundwater systems. Mangawhai and Taipā are low for this time of year, while other systems are okay or slightly below typical levels.

Area	Status (October 2020)
Aupōuri	OK
Taipā	Below average
Russell	slightly below average
Kaikohe	slightly below average
Ruawai	OK
Whangārei	slightly below average
Mangawhai	Below average
Marsden - Ruakākā	OK

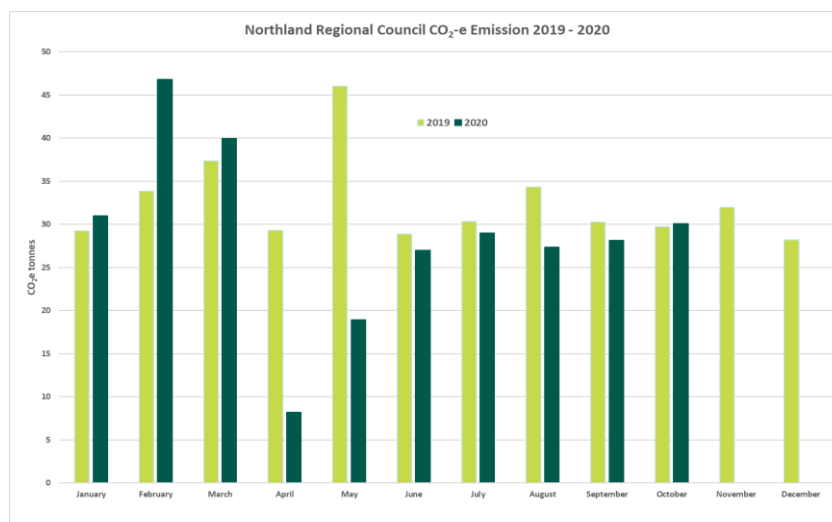
## Hydrology Projects

- A new flow recorder has been installed in the Ngunguru River at Coalhill Lane following the decommissioning of a recorder nearby after access was no longer available. This station will provide flow record for contaminant loading as well as a better understanding of flood conditions during severe weather events.
- Sensors and dataloggers have been upgraded at the Hikurangi and Whakapara flow recorders and Waihopo (Aupōuri Peninsula) rainfall recorder.

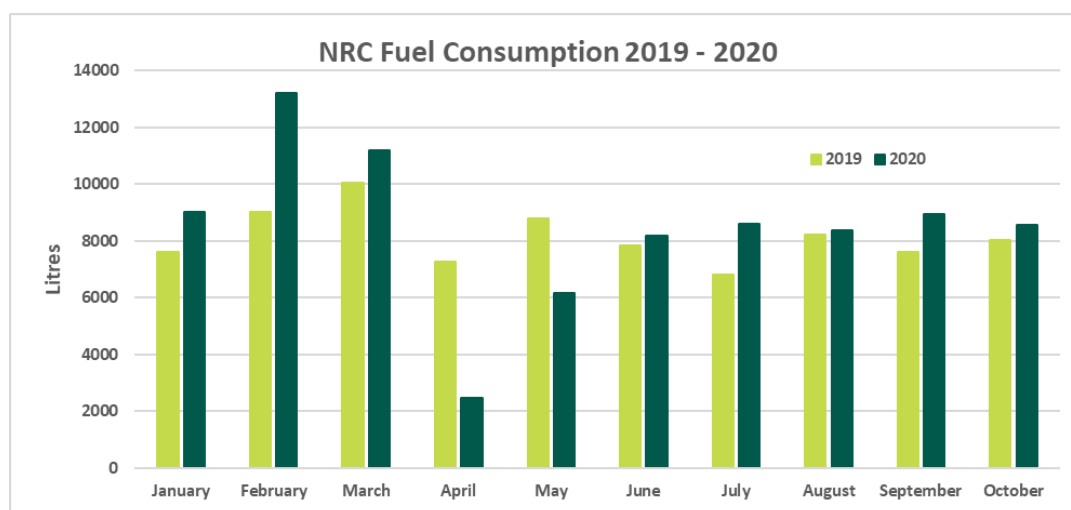
## NATURAL RESOURCES SCIENCE

### Air quality and carbon emission

- Ambient PM<sub>10</sub> monitoring results for October 2020 for the Robert Street, Mairtown (Whangārei) and Marsden Point stations show that compliance was met with the NES for Air Quality.
- Ambient PM<sub>2.5</sub> monitoring results for the Robert Street station for October 2020 were within the Ambient Air Quality Guideline value.
- Council's CO<sub>2</sub>-e (carbon dioxide equivalent) monthly emissions in 2019 and 2020 to date are presented in the graph below. Since April 2020, council's monthly CO<sub>2</sub>-e emissions have been lower than the 2019 emissions, indicating and attributed to the effect of COVID-19 restrictions. However, carbon emission in October 2020 was slightly higher than October 2019. The graph is based on live data and therefore figures for the last few months are subject to change.



- Fleet fuels remain the largest category in our carbon emission. Fuel consumption has steadily increased over the previous years. Council's monthly fuel consumption in 2019 and 2020 to date is presented in the graph below.



## Freshwater Quality

- Freshwater Management Units*
  - Work has been done on collating, transforming and documenting the underlying GIS dataset of the river water quality current state (observed at site level as well as modelled at unmonitored catchments across the region) for the purpose of FMU (Freshwater Management Units) based web-maps to be designed by the GIS team. These maps will be publicly available for viewing early next year for the purpose of public consultation.
- Water quality monitoring network review*
  - Stage 1 of the monitoring network review for rivers and lakes was being completed.
  - The preparation work for Stage 2 is already underway. Field inspections have been undertaken together with Monitoring Officers to scope new monitoring sites in the unrepresented FMUs such as Herekino-Whāngāpē Harbour and Bream Bay.
- Water quality modelling*
  - The steady-state model of Northland river quality by Land & Water Science (LWS) was completed. The draft report of water quality loads model by LWS is being reviewed, which will be completed before Christmas.
  - NIWA is working on the calibration of the regional CLUES model. The CLUES calibration process for total nitrogen needs to be refined by using the LWS physiographic dataset to

reflect the actual underlying water quality process, which is currently not captured by the traditional approach of using the Overseer model used in CLUES.

- *Envirolink projects summary*
  - Workshop for guidance on surrogate technologies for river suspended sediment load.
  - Workshop for monitoring and evaluation (M&E) of riverine flow management under NPS-FM. This will provide a framework for effective and efficient M&E of instream ecological response to riverine flow management by Regional Councils in accordance with the NPS-FM.
  - Dissolved oxygen (DO) metabolism for Northland Rivers, including a workshop and a guidance document prepared by the Cawthron Institute on data collection, data management and reporting of the river ecosystem metabolism.
- *Community projects*
  - The Science and Monitoring Teams are providing support to Whitebait Connection for the Ruakākā River Restoration project by scoping new sites and helping training and coordinating water quality monitoring. The aims of the project are to use the citizen science data together with our SOE data at the Ruakākā River site, building relationships and increasing freshwater knowledge within the community.
  - An online workshop was held between lakes experts from various regional councils to have and informative discussion on lakes water quality and ecological monitoring across the country, as well as the future initiatives. The council's Freshwater Scientist presented a talk on management and monitoring challenges for the Northland's dune lakes and the council's strategies to implement the regional and national policy statements.

## COMPLIANCE MONITORING

The results of compliance monitoring for the period 1–30 November 2020 (and year-to-date figures) are summarised in the following table and discussed below.

Classification	Total	Full compliance	Low risk non-compliance	Moderate non-compliance	Significant non-compliance	Not exercised during period
Air Discharge	24	23	1	0	0	0
Bore Consent	12	9	3	0	0	0
Costal Air Discharge	2	2	0	0	0	0
Coastal Discharge	21	11	7	2	1	0
Coastal Permit	17	13	1	0	0	3
FDE – Discharge permit	54	39	0	9	5	1
FDE – Permitted activity	17	13	0	1	3	0
Land Discharge	67	47	9	8	1	2
Land Use Consent	47	37	5	0	0	5
Water Discharge	67	51	6	4	5	1
Water Permit	26	24	1	0	0	1
Water Take	69	40	24	5	0	0
<b>Total</b>	<b>423</b>	<b>309</b>	<b>57</b>	<b>29</b>	<b>15</b>	<b>13</b>
<b>Percentage</b>		<b>73.0%</b>	<b>13.5%</b>	<b>6.9%</b>	<b>3.5%</b>	<b>3.1%</b>
<b>Year to date</b>	<b>2804</b>	<b>1916</b>	<b>332</b>	<b>273</b>	<b>104</b>	<b>179</b>
<b>Percentage</b>		<b>68.3%</b>	<b>11.8%</b>	<b>9.7%</b>	<b>3.7%</b>	<b>6.4%</b>

## Coastal

The majority of consents monitored during the reporting period related to coastal discharges (treated municipal sewage, boat maintenance facilities and other industrial) and coastal structures.

### Water, Waste, Air and Land Use (WWALU) Compliance Monitoring

- Earthworks and Forestry*

The RMA Forestry Group met in November. Topics discussed included a proposed name change to the group to “Northland Forestry Environmental Working Group”, the Ha Ha Road slip, wilding pines, national policy changes and culvert installations. A field trip for the group and interested parties is being planned for the new year.

The review of the Earthworks and Harvesting Guidelines for Northland is progressing well with a draft version of the document provided to the forestry industry for peer review.

Once all suggested changes have been considered and any changes made, the document will be made available online. A printed version will follow; however, this may be delayed awaiting the outcome of a central government review of the NES-PF next year.

- Waste and Contaminated Land Management*

Six incidents involving the discharge of hazardous substances and 18 enquiries regarding contaminated land were received and responded to. One site was added to the Selected Land Use Register (SLR) and 700 kg of hazardous waste was disposed of.

The inaugural hazardous waste amnesty day at the WDC owned Re:Sort facility was held on 17 November. A number of additional NRC staff were ‘recruited’ for the amnesty collection to assist with traffic control, registering of waste and waste placement. The public responded well to the change with the volumes of waste received being sufficient to make the event worthwhile.

### Farm Dairy Effluent (FDE) Monitoring

FDE inspections commenced on 27 July 2020 and have now all been visited and reported on. A total of 788 farms were visited by the contractor or NRC staff (23 less than last year), which is less than were on the list to visit as it was found that 16 farms were no longer in operation. Comparisons of this season’s results with those for last season are given in the tables below.

CONSENTED FARMS					
Full Compliance		Moderate Non-Compliance		Significant Non-Compliance	
This Year	Last Year	This Year	Last Year	This Year	Last Year
398	393	136	131	61	90
67%	64%	23%	21%	10%	15%

Five hundred and ninety-five (595) consented farms were visited this season. There was a notable improvement in the percentage of significant non-compliant farms compared with last year.

NON-CONSENTED FARMS					
Full Compliance		Moderate Non-Compliance		Significant Non-Compliance	
This Year	Last Year	This Year	Last Year	This Year	Last Year
142	140	28	27	23	30
74%	71%	14%	14%	12%	15%

One hundred and ninety-three (193) farms operating under the permitted activity criteria were visited this season. There was also a slight improvement in the percentage of significant non-compliant farms compared with last year.



## Environmental Incidents

There were no environmental incidents reported in November which resulted in a significant environmental impact.

## ENFORCEMENT

### Abatement Notices, Infringement Notices and Formal Warnings

The following enforcement actions were taken during the period:

Nature of Offence	Infringement Notice		Abatement Notice		TOTAL *	
	No. Offences	No. Notices	No. Offences	No. Notices	No. Offences	No. Notices
Burning and smoke nuisance	0	0	1	1	1	1
Earthworks/land use	0	0	1	1	1	1
Farm dairy effluent	15	31	16	20	22	51
Hazardous substances, spills and refuse	1	1	2	5	2	6
Illegal take, dam or diversion of water	0	0	3	5	3	5
Other air discharge	0	0	1	1	1	1
Other water discharge	0	0	6	7	6	7
<b>TOTAL</b>	<b>16</b>	<b>32</b>	<b>29</b>	<b>40</b>	<b>35</b>	<b>72</b>

\*An infringement notice and an abatement notice may be issued for the same offence. This means that in the above table, Column 5 (Total No. Offences) is not necessarily the sum of Column 1 (Infringement Notice No. Offences) + Column 3 (Abatement Notice No. Offences).

### Other Enforcement

- Sand dune removal – Tokerau Beach*

Charges were laid against two parties – an individual and his company for offending which occurred in July 2019. The alleged offences include the removal of a sand dune at Tokerau Beach. Guilty pleas were entered by the individual on 22 May 2020, with the charges against the company withdrawn. The restorative justice process was not undertaken and so the sentencing date has been set for 8 December 2020.

- Timber treatment plant*

Charges were filed in the Whangarei District Court on 12 March 2020 against a company and an individual for discharges from a timber treatment processing plant. An agreement has been reached between parties to withdraw the prosecution charges and apply for an enforcement order. Work is currently underway to lodge the application with the Court. The next court date is set for 8 December 2020.

- Earthworks without erosion and sediment controls – Tōtara North*

Charges were laid in the Kaitia District Court on 20 July 2020 against an individual for earthworks undertaken without controls, and work within a watercourse and the riparian management zone. There are six charges against the individual. The summons was served on the defendant and the next court appearance has been set for 8 December 2020.

- Open burning on industrial/trade property – Whangārei*

Charges were laid in the Whangarei District Court on 27 November 2020 against an individual for open burning on an industrial/trade premises, which included material that is prohibited to be burnt under the NES for Air Quality. There are two charges against the individual and the summons is in the process of being served on the defendant.

### 7.3.5 ENVIRONMENTAL SERVICES

#### LAND MANAGEMENT

#### Sustainable Hill Country and Regional Priorities

Milestones	Status
<b>Research</b>	
Coastal erosion buffers	A coastal erosion tool utilising remote sensing and LiDAR data is being tested in the Kaipara Harbour. Initial results are promising and include an erosion hotspot layer to help prioritise planting work. The next step is to test the tool across the rest of the region.
Mature poplar/ willow	Poplar has been milled into a range of products for treatment and mechanical testing. Samples have been sent for testing and a small amount of product (fence posts, strainers, truck decking etc) will be made available for purchase and field testing.
<b>Farm Environment Plans (FEPs)</b>	
	Land management is no longer preparing FEPs. NRC is in discussions with MPI about amending this milestone to farm planning and advice with slightly modified deliverables. We anticipate no change in funding as a result of this.
<b>Stakeholder engagement</b>	
	A project engagement strategy has been approved by MPI. Promotional material is in development including a 'planting hub' on the council website and information boards and brochures.
<b>Land treatments</b>	
Retirement fencing	\$57,339 worth of retirement fencing has been approved this year. However, a significant amount of funding (\$195k) is still to be allocated. The amount of Efund dedicated to hill country retirement was increased by 2/3 compared to last year which partly explains the underspend to date. Farmers are also targeting riparian areas rather than hill country in preparation for stock exclusion rules. A promotional plan, developed with the communication team, is being actioned to drum up more fencing and planting projects.
Contractor capacity development	A training programme is in development for nurseries, forest managers and contractors. This will be implemented in early 2021.

#### The Whangārei Urban Awa Project

- The project deed documents have all been signed and the recruitment for the project lead completed.
- We are now working on final operational details of the project and have started approaching relevant landowners to discuss possible projects.
- It is planned to have contractors engaged by Christmas.

#### Hātea Project

- This project is now officially completed, with final achievements being 20.2kms of fencing, 41 troughs installed and approximately 21,000 native riparian plants in the ground covering approximately 4ha.
- Two final tidy-up projects within the catchment are being funded by the Whangārei Harbour catchment group discretionary funds this year:
  - A release spray of the last large planting project at Three Mile Bush;
  - Replacement of the stakeholder designed sign that was washed away from the Otuihau reserve in the July floods

### Doubtless Bay Working Group

Doubtless Bay working group are supporting local hapū with the continued restoration of Lake Waiporohita on the Karikari Peninsula. The group have supported the allocation of catchment group funding to support the purchase of plants which will be planted Autumn 2021.

### BIODIVERSITY

#### FIF Dune Lakes Project

Objective	Status
Aquatic weed and pest fish control	A full pest fish and fish survey was undertaken at Lake Ngatu over four days in conjunction with Ngai Takoto iwi and four Kaitiaki Rangers. This is also part of a training exercise to upskill Kaitiaki Rangers in the capture and identification of native and pest fish in the lakes. Results will be reported next month. A fish survey of Ruakaka Dune lake was held with Patuharakeke iwi in preparation for a dune lakes education day with the community. A healthy eel population is present.  Two snorkel surveys were undertaken in Lake Ngatu looking for South African Oxygen weed after whole lake herbicide treatment was undertaken in September. Despite searching areas where the plant had been dense, no sign of the target plant was seen.
Sediment and nutrient mitigation	Sediment and nutrient mitigation earthworks at Lake Ngatu have been deferred until April 2021, to avoid the busy summer period at the lake.
Māori Lakes Strategy	A Dune Lakes Education Day requested by Patuharakeke was held for 34 students and three teachers from two schools at Ruakaka Dune Lake.
Fencing	Still progressing the movement of a small section of fence back from the edge of Lake Ngatu. Otherwise this work stream is completed.

### Lakes

A koi carp survey and trialing of netting methodology was undertaken at Waipū Golf Course ponds to plan for eradication of this pest fish at the site. The netting was made difficult by thick beds of native submerged pondweeds, however, several koi, including adults and juvenile, were caught. Goldfish were found to be common in the ponds.

After completely drying out over summer Ruakākā Dune Lake has a total submerged plant cover of macrophytes and native characean algae. This ecological improvement was likely triggered by dry conditions followed by adequate rain and is the first time the lake has supported dense underwater plant communities for many years. As a result, the lake is currently in a clear water state with abundant invertebrate life. A submerged plant survey is planned with iwi in December as a baseline for further monitoring.

### Poutō Catchment Group

The first online Poutō Catchment Group meeting was held on 2 November. Nine members and three staff attended online via Teams. The Group agreed to fund plants and fencing upgrade at Lakes Humuhumu, Kanono and a small unnamed dune lake this financial year with their catchment group budget.

NRC staff gave an update on the hornwort issue in two lakes on the Poutō Peninsula and discussed the next steps council will be taking towards eradication of the weed. This includes liaison with mana whenua, landowners and the Department of Conservation to agree methods and timing of control.

## **BIOSECURITY**

### **Russell Deer Eradication**

Staff are planning to hold a hui on 14 December at Rawhiti marae to discuss the sika eradication project with the local hapu and community. Staff have reached out to the Northland Conservation Board and to the Te Hiku Conservation Board seeking their support and endorsement of the Russell Deer Eradication Project.

Staff are continuing to work alongside the Department of Conservation to gain access to properties surrounding the Russell forest for the purpose of feral deer control, through a delegation from DOC to undertake work under the Wild Animal Control Act. Further analysis and legal advice will be considered around the complex legislative options available to council to eradicate deer and will be reported to the next Biosecurity and Biodiversity Working Party meeting in the new year.

### **Biosecurity Hygiene**

Implementation of council's Biosecurity Hygiene Plan continues, through well received presentations presented to the following teams:

- Strategy, Governance & Engagement
- Rivers
- Hydrology

A meeting with Mid North and Far North field staff identified measures that can be taken to enable staff to meet their biosecurity hygiene obligations.

### **Kauri Dieback Track Mitigation Northland Project**

Planning, design, discussion and scheduling is underway for the Provincial Growth Fund (PGF) funded project for kauri protection through track mitigation, boardwalks and upgrades. The project has required significant pre-signed agreement works to be done in order to progress the work promptly upon signing and to complete kauri forest sections during the drier months (which is critical to kauri dieback hygiene). Scheduling has now been completed on five sections of the eight planned as part of the project.

## **PARTNERSHIPS**

### **Predator Free Bay of Islands**

Staff are continuing to liaise with PF2050 Ltd to progress a proposed Predator Free Bay of Islands project that was originally submitted to PF2050 Ltd in March 2019. Through the Jobs for Nature funding, PF2050 Ltd have indicated that some funding may be available to progress the Bay of Islands project in partnership with Council, DOC Iwi and Hapu, Community and other project partners. Ongoing discussions with PF2050 Ltd are underway.

### **Predator Free Whangārei**

The Predator Free Whangārei Project team is continuing to build solid foundations for the project with project partners. A Communication and Engagement plan is being updated with more detail regarding upcoming events, communication channels etc. A bespoke GIS/data management system is approaching completion, which is an essential tool for the implementation of the project. Staff are continuing to work with tangata whenua at Pataua South and key landowners at Whangārei Heads to develop operational plans. Permission for activities and use of toxin on Public Conservation Land is progressing with support from DOC.

Over the coming months we plan to work through the following:

- Refine operational plans for each eradication block in consultation with relevant Landcare groups and landowners.
- Establish project steering group (by end of March)
- Begin to obtain landowner permissions within operational areas.
- Undertake baseline possum monitoring throughout the project area

- Install required infrastructure in operational blocks 1 & 2 (Bream Head and Taurikura)
- Install and test detection / detection system in Block 1 & 2.
- Possum removal network to go “live” May 2021 (Laying of toxin)
- Development of project plans for landscape-scale mustelid and possum control.

#### **Kiwi Coast Trust – Northland Regional Council Partnership Highlights**

November has been a very busy and productive month for Kiwi Coast. Highlights include:

- Regional Pest Control Workshop attended by 111 people at Barge Park. More info can be found here: <https://kiwicoast.org.nz/2020-northland-pest-control-workshop/>
- Completion of the revamped Northland Pest Control Guidelines
- Local Trapping Workshops from Kaiwaka to Kaitiāia – including a very successful Wāhine Māia – Women’s Trapping workshop with Te Rarawa
- And on the kiwi front – the successful return of a kiwi called “Manukaha’ to a Whāngāpē farm with Te Rarawa, after he was caught in a ground set leg hold trap.

Northland Regional Council has been thanked by the Kiwi Coast Trust for their ongoing support and assistance.



*Wāhine Māia – Women’s Trapping workshop with Te Rarawa*

#### **Whāngārei Heads High Value Area Highlights**

Weed Action events are happening regularly throughout the district. Three volunteer events occurred in November, including a hands-on trip with North Tech Conservation Students.

Staff have supported Backyard Kiwi at Whangārei with ground-based 1080 on Manaia, and micro chipped kiwi chicks at Pataua Landcare and Tanekaha CPCA. Mustelid trapping is increasing at this time of the year due to the summer months and stoat breeding increasing. In addition, trap audits and health and safety inspections are close to completion and positive feedback has been received from the contract auditor so far. Kiwi chicks have been hatching later than usual, likely due to the drought.



### **Piroa-Brynderwyn High Value Area Highlights**

- *Waipū River Walkway project*

A walk was held on 11 November from Waihoi Park, Waipū to the boat club to look at the proposed Waipū River Walkway. This is the upper limit of the PBL area and will hopefully result in a group or groups interested to help with weeds along this walk. The project is seeking significant funding from WDC to implement the vision of a native lined walkway along this scenic stretch of river.

- *Mangawhai Community Weed Bin*

A bin has been placed at Wyatt's Landscaping Supplies but is only ¼ full some three weeks into the project. Promotion has included three advertisements and an editorial in the Mangawhai focus, Facebook posts on Mangawhai as well as WAPB Facebook and posters in Mangawhai hardware stores.

- *Pest Trapping*

Ten new resetting kill traps have been ordered by the HVA pest animal team. This modified DOC 200 with reset mechanism will run for a year on batteries and will self-reset each time it is set off, removing the need for trap lines to be walked regularly. They will be used to target possums, rats, mice or mustelids.

### **Mid-North High Value Area Highlights**

Staff and contractors are working closely with Pāmu Landcorp Ltd, to establish predator control over three large farms in Northland at Titoki, Ōmāmari and Rangiputa, which is an extension of predator control work already being undertaken at Kapiro and Puketōtara farms.

More community trap boxes have been distributed to groups and individuals in the Mid North and interest in trapping continues to be strong. Reports of kiwi seen or heard in new areas is encouraging that we are making a difference.

### **Western Northland Pest Control**

Te Toa Whenua CPCA have submitted their VTA permission application to use cyanide for possum control in their project area along the Waipoua awa. All bait stations have been installed along the lines and the first bait fill is planned to occur prior to Christmas.

A pre-monitor using the Residual Catch Trap method is being done at Maunganui Bluff CPCA. Bait station lines have been cut and bait stations are ready to be installed. Te Roroa are in the process of contracting a pest control operator to do the initial knockdown of the possums to 5% and then this will be followed by ongoing sustained control using the established bait station network.

Wekaweka CPCA have been able to send their volunteers along the bait station lines to do a top-up in their Core Area B for the first time in a long time thanks to realignment and re-cutting work that NRC has funded.

Pupurangi CPCA have confirmed through kiwi listening triangulation methods (three people listening at nearby locations to confirm locations of individual birds) that they have a total of 10 kiwi present in their CPCA area which includes four pairs.

### **Kai Iwi Lakes Pest Control**

A rat and possum control operation has been completed with remaining bait being pulled in from bait stations on 26 November. The wax tag pre-monitor results indicated 29% possum abundance and a post-monitor wax tag operation will be completed within two weeks of the bait being pulled to check the effectiveness of the control.

### **Tiakina Whāngārei – Communities, Kaitiakitanga, Conservation**

Tiakina Whāngārei has recently completed an annual pest animal across the city and surrounding forest, with results due in the new year. The Tiakina team supported the Northland regional pest control workshop in partnership with Kiwi Coast.

## Predator Free Onerahi

The Onerahi community is looking to become predator-free as local schools, conservation groups and others band together to help protect their community's native biodiversity.

Tiakina Whangārei has identified Onerahi as an ideal location to become predator-free because as a peninsula, it can be defended against reinvasion. There are also significant areas of forest around the suburb, meaning that the conservation outcomes for biodiversity would be very high.

A successful community meeting was held last month to discuss how Tiakina Whangārei can help support Onerahi's mission to become a predator-free community.

## MARINE BIOSECURITY

### Hull Surveillance Programme

2019 - 2020 Hull Surveillance Programme Results 28 October - 25 November 2020	Total this month	Total YTD
Pathways Plan Compliance		
Number of vessels surveyed this month	79	117
% Pathways Plan Compliance*	44%	47.9%
Vessels found with Marine Pests		
<i>Sabella spallanzanii</i> (fanworm)	-	-
<i>Styela clava</i> (clubbed tunicate)	6	6
<i>Undaria pinnatifida</i> (Japanese kelp)	-	-
<i>Eudistoma elongatum</i> (Australian droplet tunicate)	-	-
<i>Pyura doppelgangera</i> (sea squirt)	-	-

\* This is the percentage of vessels surveyed that complied with the acceptable level of 'light fouling' as defined in the Marine Pathways Plan.

### Motukaroro Reotahi Marine Reserve Survey

Marine biosecurity staff and other council volunteers gathered with local groups passionate about Whangārei's marine environment (including NorthTec, Experiencing Marine Reserves and students from Kamo Intermediate School) to survey the marine reserve at Reotahi on 19 November.

The Reotahi Snorkel Survey is a good opportunity for the marine biosecurity team to monitor the presence and spread of marine pests in the marine reserve and educate people in what to look for when out in the ocean.

With permission from the Department of Conservation, fourteen Mediterranean fanworm were removed from the reserve. No *Undaria pinnatifida* was found this year, which was very reassuring (a single small specimen of this invasive Japanese kelp was found in the survey last year). Collaborating with community groups and partners is invaluable as we all work together to protect Northland's unique and high value marine environments.

### Marine Biosecurity Education

Council marine biosecurity staff gave three classes at Whangārei Girls High School, introducing the students to the different pests in our Regional Pest and Marine Pathway Management Plan and highlighting their distinguishing features.

Additionally, students participated in a histology practical exercise where they dissected *Sabella spallanzani* (Mediterranean fanworm), determined the sex and tracked gamete development to determine if they were reproductively viable.

*Council marine biosecurity officers teaching Whangārei Girls High School Year 11 students about marine pests and histology.*



### Ōpua Sabella Incursion

Significant winter flooding has led to a mass mortality event for the Sabella population in Ōpua and, following the latest phase of diving, only 20 individuals were found on or near to the seafloor. Staff have analysed the response effort in collaboration with an expert working group of scientists, and a decision has been made by Biosecurity New Zealand and council to continue with the eradication programme.

In December, contract divers will systematically search the seafloor footprint of the marina and the base of all structures (up to 1 m), as well as most vessel hulls and moorings in and around the incursion area. Staff will continue to critically assess the response following each round of diver effort, provide stakeholders with response updates and encourage boat owners in the area to be vigilant and limit any further spread.

### Cawthron Institute Marine Biosecurity Toolbox Annual Meeting

Council's marine biosecurity specialist attended the Cawthron Institute's Marine Biosecurity Toolbox (<https://www.biosecurity-toolbox.org.nz/>) annual meeting this month. Council are end-users in the programme and our role is to:

- Assess and support research alignment with key end-user needs.
- Actively identify avenues and strategic opportunities for enhancing programme outcomes for New Zealand.
- Help provide end-users and stakeholders with first-hand access to research results and researchers.
- Raise awareness of the programme with relevant internal and external organisational representatives.

### PEST PLANTS

#### Parliamentary Commissioner for the Environment – Pest Plant Investigation

The Parliamentary Commissioner for the Environment (PCE), embarked on a system-wide review of how New Zealand manages invasive plants, with the intention of identifying what is working well, what isn't, and highlighting areas for improvement.

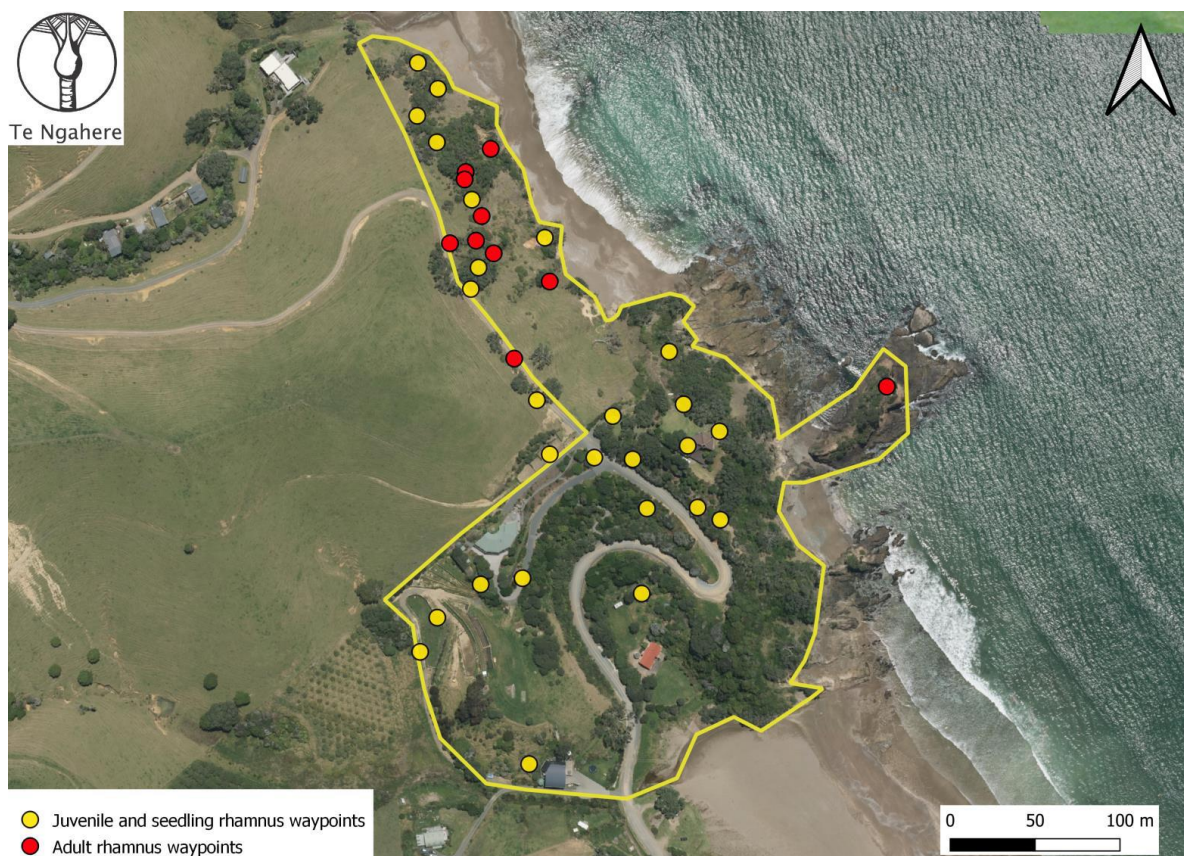
An online meeting was held with the PCE - Simon Upton, members of his office and council staff, as part of their investigation into the management of invasive weeds in terrestrial environments. The meeting highlighted the current awareness, management and resource gaps that are currently impacting on effective pest plant management for Te Tai Tokerau.

#### Evergreen Buckthorn (*Rhamnus*) Eradication Programme

The contract surveillance and control for evergreen buckthorn within the Sandy Bay coastal cliffs and surrounding infestation area has now been completed (this work was previously delayed by Covid-

19). Good control has been seen in the area that has been subject to consistent follow up, with only one small adult plant found within the known infestation area.

Additional funding provided through the 2019-2020 annual plan process allowed for further surveillance work along the cliffs to the north of the site that had not previously been thoroughly surveyed, and this has significantly extended the known infestation area, with 9 locations where adult plants were located (see figure below). This highlights the importance of funding this additional surveillance work to ensure all sites are detected, which is essential to successful eradication programs.



*Evergreen buckthorn inspection and extended surveillance area showing the locations of adult and juvenile plants located*

## RIVERS

### Long Term Plan Projects

Rivers	Comments
Awanui	Work at JNL (Phase 1) completed. Phase 2 i.e. opening main channel and blocking existing will commence once grass cover established. Two of the five planned summer work streams -the Southern Spillways and Allan Bell Park works have been awarded and establishment underway. Signed shovel-ready funding contract received on 26/11/2020.
Kerikeri-Waipapa	A pre-lodgment meeting has been initiated with FNDC to progress the Resource Consent.
Matangirau	A hui is scheduled for 29 November with two whanau to progress landowner approvals.



Otiria/Moerewa	Preliminary results of the hydraulic modelling have been shared with Kiwi Rail and the Otiria marae working committee. Options modelling are underway with expected results due 2 <sup>nd</sup> week in December.
Minor Rivers Budget overspend	Because of the emergency expenditure after the July floods, staff have requested an advance of \$50,000 unbudgeted expenditure. The CEO has not yet approved this.

## NATURAL HAZARDS

Work Streams	Status	Comments
Coastal erosion research	95% complete	Auckland University deliverables are in December
Rangaunu harbour coastal flood mapping	65% complete	Coastal hydrodynamic flood model for the Rangaunu harbour, due end December.
Region-wide coastal flood mapping	95% complete	Undergoing internal review
Region-wide river flood mapping	55% complete	Awanui, Kawakawa and Whangarei models QA completed. Team is progressing with the remaining catchments.

### Northland Light Detection and Ranging (LiDAR)

Remaining stakeholder funding is being obtained from FNDC and MBIE. Excellent feedback from the Northland community regarding the LiDAR data set.

## MĀORI ENGAGEMENT

***Ahakoā he iti, he pounamu*** “Referring to the tiniest piece of pounamu that still has significance”

### Māori Representation and Constituencies

A media release has been issued by our Chair, Penny Smart to inform our communities of the legislative process that is being undertaken by our council and dispel some of the confusion that has been publicized through media platforms. A fact sheet will also be released to help support an informed decision regarding Māori constituencies and what it means for Northland Te Taitokerau Council is currently seeking the views of Māori via TTMAC and Te Kahu o Taonui regarding the total number of councillors (and in turn how many Māori councilors) and whether council should establish individual Māori constituencies for each Māori seat or one single Māori constituency for multiple Māori seats. Council will need to make its decision and publicly notify its proposal for public consultation before the end of August 2021.

### Te Whāriki Core Cultural Competency Programme

Positive engagement with staff continues providing honest and open korero about how we progress our commitment to working in partnership with mana whenua, hapū, iwi and Māori communities. It is expected by the end of March 2021 that all staff would have participated in Te Whāriki training workshops.





### TTMAC Regional Hui

An important visit to Te Po-Tu-Ote Rangi Pa is critical to understanding how council can support the aspirations of hapū and iwi. This particular visit hosted by Te Uri o Hau representative, Georgina Connolly who informed councillors of the plan to encourage visitors to Dargaville and historic sites that are being restored such as this pa (pictured below).



### Ongoing work activities include:

- Te Oneroa-a-Tōhe Beach Management plan to be adopted in December.
- Support for iwi/hapū (resource consents and IHEMP development)
- Te Reo Māori workshop with Councillors have been valuable in supporting their capabilities to engage with Māori
- IHEMP and Tū i te Ora Scholarships funding are prepared to open for next round

### 7.3.6 STRATEGY, GOVERNANCE AND ENGAGEMENT

#### NATIONAL INITIATIVES

#### Te Mana o Te Wai – National Policy Statement - Freshwater Management

A council workshop on key aspects of the plan change process and related freshwater water issues relating to National Environmental Standards (NES) and regulations, and implications of recent Environment Court proceedings was held on 1 December. The primary sector liaison group (Beef & Lamb NZ, Fonterra, Horticulture NZ, Federated Farmers, etc.) has been set up and will meet for the first time in mid-December.

Following on from council's decision to increase membership of the Tangata Whenua Water Advisory Group, and the request from TTMAC members to reopen opportunity for further Expressions of Interest, the membership has been selected and the first meeting and powhiri is

planned for January 2021. Iwi authorities are also being approached to seek guidance on how they wish to be involved in the freshwater quality plan change.

Council staff continue to participate in LGNZ and MfE workshops and webinars which focus on the requirements of implementing the NPS-FM. MfE has indicated that \$30 million has been budgeted for supporting tangata whenua engagement in implementing Te Mana o Te Wai.

#### PROPOSED REGIONAL PLAN

Since the last update provided to council, Environment Court hearings have been held on unresolved aspects of Topic 11 (biodiversity and outstanding natural features/landscapes) and a s.293 application to address matters on outstanding natural landscape (ONL) mapping. Mediation and hearings would be held after November 2021. Refining NZ has withdrawn its appeal on Topic 11 in its entirety.

Legal questions as to the jurisdiction of the NES, and related definitions (particularly impacting wetlands and mangrove definitions) will be heard the week starting 7 December. Depending on the decision of the Court as to the legal questions (anticipated to be made in 2021), this might impact various rules in the Proposed Regional Plan under appeal including coastal activities, land disturbance, and others.

Consent orders on Topic 10 (infrastructure) have been circulated to all parties and are likely to be submitted to the Court by the end of the year.

Topic 8 (agrichemicals) has been set down for hearing in April 2021, Topic 5 (water quality) early May, and Topic 14 (marine protected areas sub-topic) for July 2021.

#### ECONOMIC DEVELOPMENT

##### Investment and Growth Reserve – Projects Report

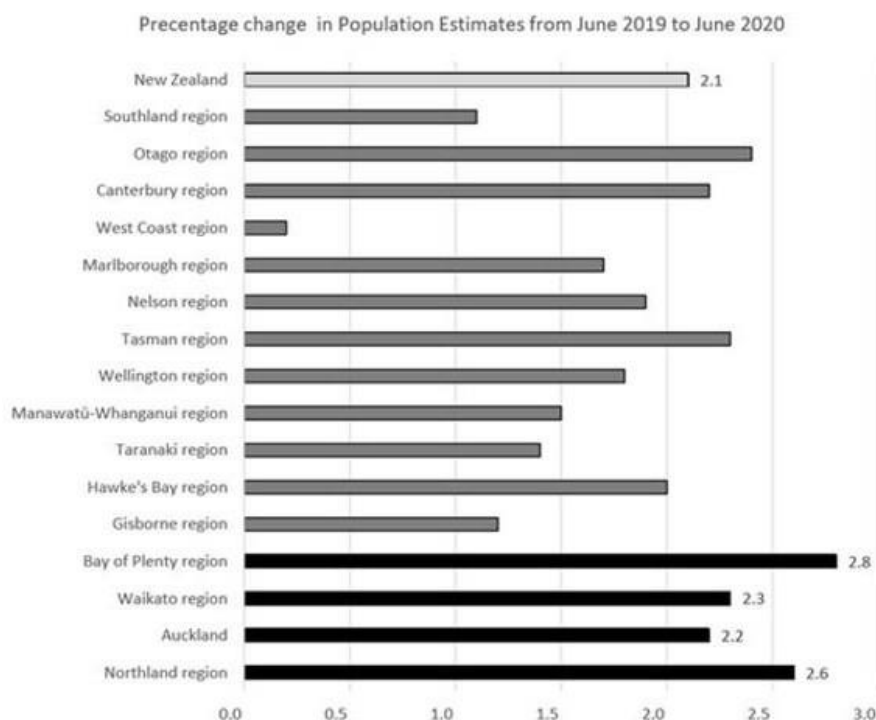
Project	Update	Future developments/ reporting
Extension 350	Worked with consultants undertaking evaluation of the programme.	Quarter Two 2020/21 report to be received.
Te Hononga		Awaiting project completion report (was due in November)
Manea Footprints of Kupe	Formal opening of Manea Footprints of Kupe took place on Wednesday 9 December.	Awaiting project completion report (due February)

##### Other Work Undertaken

- **Joint economic development initiative** – Updates provided to CEO and Mayoral Forums; first meeting of the Regional Economic Development Service Delivery Working Party took place on Friday 27 November.

##### UNISA Latest Estimated Residential Population Figures

In October, Statistics New Zealand released the Population Estimates for June 2020. The estimates continue to show the strong population growth in the Upper North Island. The regions of the upper North Island showed some of the highest percentage rates of growth in New Zealand over the last twelve months.



Below is a summary of the 30 June 2020 Population Estimates:

Area	Estimated Residential Population (30 June 2020)	Population Change (year ended 30 June 2020)
Northland region	194,600	+ 4,900
Auckland	1,717,500	+ 37,000
Waikato region	496,700	+ 11,300
Bay of Plenty region	337,300	+ 9,100
<b>Total UNI Population</b>	<b>2,746,100</b>	<b>+ 62,300</b>
<b>Total NZ Population</b>	<b>5,084,300</b>	<b>+ 105,000</b>

Based on this latest release from Statistics New Zealand, the Upper North Island accounts for 54.04% of New Zealand's estimated residential population. This compares to 53.89% last year.

## ONLINE CHANNELS

**Highlights** - Our NRC Facebook page reached 10,000 page likes during November.

**Most popular content on Facebook:** A post alerting the community that a toxic sea slug had been found in Whangārei Harbour. The post reached over 69,000 people and engaged with just under 1,300 people.

\*Measured by engagement – number of people who 'reacted', commented or shared the post

Key Performance Indicators	Jul-20	Aug-20	Sept 20	Oct-20	Nov-20
<b>WEB</b>					
# Visits to the NRC website	48,900	36,100	29,396	29,500	20,900
E-payments made	31	12	11	12	5
# subscription customers (cumulative)	1,238	1,247	1,260	1,265	1,255
<b>SOCIAL MEDIA (CUMULATIVE)</b>					



Key Performance Indicators	Jul-20	Aug-20	Sept 20	Oct-20	Nov-20
# Twitter followers	1,529	1,531	1,536	1,540	1,546
# NRC Facebook fans	9,767	9,843	9,880	9,920	10,065
# NRC Overall Facebook Reach	106,500	207,700	74,00	61,000	149,121
# NRC Engaged Daily Users	7,950	10,100	5,229	4,681	9,203
# CDEM Facebook fans	20,800	21,100	21,200	21,200	21,200
# CDEM Overall Facebook Reach	518,000	254,100	86,900	20,400	49,400
# CDEM Engaged Daily Users	92,200	30,600	5,764	4,681	2,570
# Instagram followers	1,203	1,220	1,241	1,256	1,284

**NOTES:**

July - increase in visits to the website was due to the flood event, 17 July 2020.

Sept – decrease in Facebook reach & engagement due mostly to being one FTE down in Online Services team this month.

Nov – increased in reach due to increase in post volume and extremely popular post on toxic seas slugs.

## ENVIROSCHOOLS / EDUCATION

### Water For Life – 2020 Enviroschools Expos

On 3 and 11 November, the 2020 Enviroschools Expos were held as Water For Life ‘tours’ in the Kaipara and Whangārei, respectively. Primary school students, teachers and whanau found out about the impacts of droughts and flooding on the farming industry and ecosystems and how flood works help communities be resilient in a changing climate. Places visited included: the Thornton (Maungaturoto) and Draffin (Porotī) dairy farms, Paparoa Lions Walkway and reserve, Wairua hydro power station and elver transfer operation, Ruawai stop banks and water filtration plant and the Hopua te Nihotetea dam. Thanks to the Rivers and Natural Hazards team for their support. A similar event was planned for the Far North, but venues proved difficult to confirm in time.



RC Rivers & Natural Hazards staff show students the drone flight plan



Avoiding spikey plants when entering the saltmarsh wetland



Whau Valley School students carry out soil tests

### Enviroschools Green-Gold and Bronze Sharing and Decision-Making Sessions

During November, Riverview School in Kerikeri became a Green-Gold Enviroschool! The school community will celebrate this major milestone in the New Year. Onerahi Kindergarten celebrated reaching the Bronze stage with Cr Amy McDonald, as did Hurupaki Kindergarten with Cr Joce Yeoman.



### Ngā Tupuranga o Te Taitokerau Workshop

On 24 November, a training workshop was held for the week-long youth leadership programme – Ngā Tupuranga o Te Taitokerau – planned for February. Dr Barry Law and Mark Prain from the Untouched World Foundation ran the workshop for tertiary students and associated staff and community members, covering the following topics: the Sustainable Development Goals, bi-cultural practice and agency, behaviour change, socio-emotional learning, capabilities and leadership.

### Enviroschools Communities Facilitated

During November, in addition to the Expos and Ruakākā Dune Lakes education day (reported on by Biodiversity), Enviroschools Facilitators held 41 specific interactions with school and early childhood communities.

## COMMUNITY ENGAGEMENT

### Kerikeri Garden Safari

The biosecurity pest plants team held a display at one of the gardens in the annual Kerikeri Garden Safari. The display focused on pest plants, primarily eradication and exclusion plants and common garden escapees.

### Westpac Northland Business Champions

Council again sponsored the Northland Regional Council Environmental Champion Award, with HeadsUp Adventures Ltd announced as the 2020 winner. Finalists included Gathered, Kohatu Development Ltd and Digital Wings. The Westpac Northland Business Champions Supreme Leadership Award went to Jessie Rose Boutique, Forever Love Caskets and Inspire Art Studio.

## LOCAL GOVERNMENT OFFICIAL INFORMATION (LGOIMA) REQUESTS

Month	LGOIMA requests received 2019/20	LGOIMA requests received 2020/21
July	15	25
August	22	17
September	16	12
October	29	14
November	11	14
December	12	
January	14	
February	21	
March	13	



Month	LGOIMA requests received 2019/20	LGOIMA requests received 2020/21
April	12	
May	13	
June	15	
<b>TOTAL LGOIMA REQUESTS RECEIVED</b>	193	82
<b>LGOIMA requests not responded to within 20 working days*</b>	18	6

\* REQ.605217 – Request for information in relation to Northland Regional Council COVID-19 wage subsidy application. The staff member allocated the LGOIMA request was unable to complete the request within 20 working days due to an administrative error (Corporate Excellence).

### 7.3.7 CUSTOMER SERVICE – COMMUNITY RESILIENCE

#### CUSTOMER SERVICE

##### Telephone inbound call statistic & enquiries

	November 2020 (to 27 Nov)	Target
Call volume via Customer Services	2,154	
Conversion rate	97.3%	>95%
Average wait time	6 sec	
Calls answered in under 30 sec	95.7%	>90%

Overall there have been fewer calls this month with some midweek days receiving 20-30% fewer calls than average. There is no obvious reason or pattern to explain this.

More than 20% of new enquiries are concerning animal and plant pests with rats, possums and rabbits all featuring strongly. Calls for other organisations continue to make up a significant proportion of enquiries received via phone and social media.

#### Satisfaction Monitoring

- Feedback Cards, Compliments and Complaints*

Feedback cards have been included with compliments and complaints, as appropriate.

Compliments received	Total
Overall service <ul style="list-style-type: none"> <li>Monitoring (3)</li> <li>Natural Resources Data</li> </ul>	4
Service provided by a specific person/people <ul style="list-style-type: none"> <li>Consents – A Vivian, K McGregor, S Savill</li> </ul>	1
<b>Total compliments recorded</b>	<b>5</b>

Our compliance monitoring team received several compliments this month concerning their communication and approach to investigating and upholding the regulations.

The consents team have been working with customer services trialling a duty officer system which appears to be working well. Customers are continuing to have their initial queries answered immediately, and other consents staff are benefiting from fewer interruptions.

Complaints received	Total
Standard of service provided <ul style="list-style-type: none"> <li>Bus - CityLink</li> </ul>	1
Staff or contractor behaviour/attitude <ul style="list-style-type: none"> <li>Bus - CityLink</li> </ul>	1
Lack of information or communication <ul style="list-style-type: none"> <li>Bus - CityLink</li> <li>Monitoring</li> </ul>	2
Issue has occurred repeatedly for me <ul style="list-style-type: none"> <li>Bus - CityLink</li> </ul>	1
<b>Total complaints recorded</b>	<b>5</b>

Two of the CityLink complaints, including the repeated issue, related to timetables being slightly out of sync with drivers' schedules. Since becoming aware of this problem, it has been rectified. The other three complaints have been followed up.

## CIVIL DEFENCE EMERGENCY MANAGEMENT

### National

The Emergency Mobile Alert (EMA) test scheduled for Sunday 22 November was cancelled by the Director of the National Emergency Management Agency (NEMA) Sarah Stuart-Black to avoid increasing stress to people during the COVID-19 response. The EMA test will be rescheduled for 2021.

The new Minister of Emergency Management, Hon. Kiri Allan visited Hawkes Bay to see the extent of the Napier flooding and offer central government support.

### Regional

Northland CDEM Group Joint Committee and the Northland CDEM Coordinating Executive Group (CEG) had their final meetings for the year on Wednesday 18 November. Fire and Emergency New Zealand presented on their Fire Response Plan, updates were given on the CDEM operations from the previous three months, the Northland Welfare Coordination Group annual work programme was approved along with the Northland CDEM Drought Plan.

The Northland Welfare Coordination Group (WCG) also met on Friday 6 November. During the meeting, the group were updated on the development of the Northland CDEM Drought Plan and finalised the WCG 2020/21 work programme.

Northland CDEM representatives attended the NZ Red Cross (NZRC) Annual Area Council Forum to gain further insight into the NZRC Good and Ready initiative which will be trialled in Northland and compliment the CDEM Community Response Group readiness programmes.

A two day Coordinated Incident Management System training, a one-day Emergency Operations Centre course and Intelligence and Planning Function training days were held during November. The courses were open to CDEM stakeholders and were well attended. The courses aim to build aligned emergency management capacity across the region.

### COVID-19 Resurgence Planning

The All of Government COVID-19 Resurgence Plan will shortly be finalised once cabinet has approved arrangements outlined in the plan.

## REGIONAL TRANSPORT

### Draft Regional Land Transport Plan 2021/2027 and Draft Regional Public Transport Plan

During the month under review, staff have concentrated on completing the Draft Regional Land Transport Plan 2021/2027 and the Regional Public Transport Plan.

At the 9 December 2021 Regional Transport Committee (RTC) meeting, an electronic link will be provided to each elected representative and their respective support staff to access the documents and make any recommended changes or comments they consider relevant. This method has been used in an effort to reduce the amount of photocopying and related expenses.

The RTC members will have until Friday 22 January 2021 to complete this exercise. This will allow for a finalised draft to be presented to the February 2021 RTC meeting with a recommendation for release for public consultation in March 2020.

#### PASSENGER TRANSPORT ADMINISTRATION

*\*BusLink figures are reported one month in arrears, due to the required information being unavailable at the time of the agenda deadline.*

Bus Link stats for October 2020 (revenue ex GST)	Actual	Budget	Variance	Year/Date Actual	Year/Date Budgeted
City Link Passengers	27,713	29,331	-1,618	113,265	120,702
CityLink Revenue	\$35,252	\$39,597	-\$4,345	\$143,570	\$162,948
Mid North Link Passengers	155	168	-13	581	636
Mid North Link Revenue	\$566	\$840	-\$274	\$2,132	\$3,180
Hokianga Link Passengers	89	84	5	382	318
Hokianga Link Revenue	\$478	\$584	-\$106	\$2,060	\$2,212
Far North Link Passengers	389	620	-231	1,574	2,357
Far North Link Revenue	\$997	\$1,633	-\$636	\$3,906	\$6,762
Bream Bay Link Passengers	67	30	37	206	108
Bream Bay Link Revenue	\$438	\$108	\$330	\$1,362	\$388

#### Total Mobility

Total Mobility (TM) figures are reported one month in arrears, due to the required information being unavailable at the time of the agenda deadline.

	Total Clients	Monthly Actual Expend	Monthly Budgeted Expend	Monthly Variance	Year/Date Actual Expend	Year/Date Budgeted Expend	Annual Variance
Oct 2020	1,603	\$21,669	\$25,00	-\$3,331	\$85,524	\$100,000	-\$14,476

#### Far North Disability Action Group (DAG) Meeting - Friday 6 November 2020

Northland Transport Alliance (NTA) staff attended the latest DAG meeting in Kerikeri to present the outcome of the "Investigation into the Needs and Availability of Total Mobility/Disability Transport Services" (Investigation).

The DAG group are requesting a Total Mobility Scheme operating in the Far North. Part of the Investigation covered this scenario and made the recommendation that a Community Vehicle Trust would be the best option.

NTA staff will continue to work with the Far North District Council on this option. The availability to source "Local Share" funding will obviously be an important component of this work.

#### ROAD SAFETY UPDATE

##### Road Trauma Update: 2020 year to date road death statistics

**National** 284 deaths compared to 299 at the same time in 2019

**Northland** 26 deaths compared to 28 at the same time in 2019

Fatalities this year	Far North	Whangārei	Kaipara	Northland	National
Local roads	6	6	2	14	
State highways	5	7	0	12	
<b>TOTAL</b>	<b>11</b>	<b>13</b>	<b>2</b>	<b>26</b>	<b>284</b>

Striking power poles due to loss of control involving speed and impairment continues to be an issue in regional fatal and serious injury crashes. Northpower and Top Energy have facilitated meetings with road safety partners including emergency service personnel sharing information for both reported and unreported crashes involving their assets.

The table below depicts the number of motorcycle riders attending the Ride Forever (R4E) Rider Training courses numbers since 1 July 2020. In the coming warmer months these numbers should grow considerably.

Month	Course Type			TOTAL
	Bronze	Silver	Gold	
July 2020	2	-	-	2
August 2020	3	4	3	10
September 2020	9	6	-	15
October 2020	2	10	3	15
November 2020	8	6	9	23
<b>TOTAL</b>	<b>24</b>	<b>26</b>	<b>15</b>	<b>65</b>

Two Truck Education and Health Stops were held in November 2020. The first one on 11 November was held on SH1, Uretiti targeting a wide range of freight movers; the second on 18 November at Northport targeting logging truck drivers.

There were a good number of drivers that participated and engaged with participants at the stops, including St John Ambulance who carried out some basic health tests such as blood pressure, blood sugars etc.

Advertising themes for November 2020 and December 2020 concentrate on Speed, Motorcycles, Alcohol and Drugs.

## MARITIME

Thirteen incidents were received over the month of November. Derelict vessels, aid to navigation and mooring related incidents made up most of the numbers for the month.

Routine work is ongoing throughout the region with ski lane buoys replaced and additional 5kt buoys placed in Whangaruru. The Waitangi Port entry sector light was serviced and replaced. Hydro survey work around the region is ongoing.

A Regional responder re validation Spill exercise was carried out at Marsden Point with attendees from RNZ, Northport and NRC.

The Harbour Master and Marine Manager attended a Regional On-Scene Commander Course in Auckland.

There was a total of 53 hours spent in the field providing assistance to other departments during the month of November.

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## Attachments/Ngā tapirihanga

Nil

**TITLE:** Reporting on Long Term Plan 2018-2028 Performance Measures for Quarter One of the 2020/21 Year

**ID:** A1385361

**From:** Robyn Broadhurst, Policy Specialist

**Authorised by Group Manager:** Ben Lee, GM - Strategy, Governance and Engagement, on date 03 December 2020

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### Executive summary/Whakarāpopototanga

This report presents the results of council's Long Term Plan key performance indicators for the first quarter of the 2020/21 financial year, being July to September inclusive.

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### Recommendation

That the report 'Reporting on Long Term Plan 2018-2028 Performance Measures for Quarter One of the 2020/21 Year' by Robyn Broadhurst, Policy Specialist and dated 12 November 2020, be received.

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### Background/Tuhinga

The Long Term Plan 2018-2028 includes 51 key performance indicators that measure aspects of council's service provision across five activity groupings:

- Governance and engagement
- Regulatory services
- Environmental services
- River management
- Customer services and community resilience

Each performance measure provides a snapshot of the activity's performance.

The frequency of reporting against the measures varies, with the majority being reported on annually at the end of the financial year, and about 20% reported biannually (beginning quarter two).

Five of the performance measures are reported on every quarter, and their results for quarter one are presented here. For some quarterly measures, the end of year result may consist of an average of the quarterly results, which may result in an overall achievement or non-achievement that differs from an individual quarter.

Of the five performance measures reported on, two have achieved their targets for the quarter, two have not achieved their targets for the quarter, and one is potentially tracking to achieve the end of year target.



## Governance and engagement | Ratonga whakahaere whakauru

<b>1.1 Governance</b>		
<b>1.1.1 Maintain effective, open and transparent democratic processes</b>		
Percentage of official information requests that are responded to within 20 working days.	100% compliance	90.7% – <b>not achieved</b>  An explanation as to why individual LGOIMA requests are not responded to within 20 working days is reported monthly via the CE's Report.
Percentage of time that elected members attend council meetings.	90% compliance	98% – <b>achieved to date</b>
<b>1.3 Communication and engagement</b>		
<b>1.3.2 Promote effective community engagement</b>		
Number of subscribers to online and social media channels (includes social media, eNewsletters and web alerts).	25% annual increase  (number and percentage increase to be reported)	1% – <b>not achieved</b>  18,885 subscribers end of Sept (18,617 subscribers in total end of last quarter)  This is due to a shift in focus from increasing FB likes/followers to improving reach and overall engagement with our audience.

## Regulatory services | Ratonga a ture

<b>2.3 Monitoring (compliance monitoring)</b>		
<b>2.3.2 Efficient and effective response to and resolution of reported environmental incidents</b>		
Percentage of environmental incidents with more than minor effects reported to the Environmental Hotline resolved within 30 working days.	80% resolved within 30 working days	65% – <b>not achieved to date</b>  This was due to an unusually high number of incidents that were not able to be easily resolved received within the quarter.
<b>2.4.3 Monitor the standard of ambient air quality in Northland</b>		
Percentage of air sheds meeting the national air quality environmental standards.	100% compliance	100% – <b>achieved to date</b>

## Attachments/Ngā tapirihanga

Nil

**TITLE:** Northland Inc. Limited: First Quarter 2020/21 reporting against Statement of Intent 2020-2023

**ID:** A1390337

**From:** Darryl Jones, Economist

**Authorised by Group Manager:** Ben Lee, GM - Strategy, Governance and Engagement, on 09 December 2020

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### Executive summary/Whakarāpopototanga

Council has received the first quarter report (ended 30 September) for the 2020/21 financial year from Northland Inc. Limited against the Key Performance Indicators (KPIs) in its Statement of Intent 2020-2023 (**Attachment 1**). Staff have assessed the information provided for the 14 KPIs. No progress is reported for three of the four KPIs in the Investment and PGF work programme area due to the impact of COVID-19. However, good progress is being made against most of the other KPIs, with some annual targets already met in the first quarter. The comment made regarding “funding of \$25K secured” for the strategy development KPI refers to the funding provided by council to assist with development of a COVID-19 recovery plan which will link into the development of the strategy.

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### Recommendation

That the report ‘Northland Inc. Limited: First Quarter 2020/21 reporting against Statement of Intent 2020-2023’ by Darryl Jones, Economist and dated 25 November 2020, be received.

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### Background/Tuhinga

Not relevant.

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### Attachments/Ngā tapirihanga

Attachment 1: Northland Inc. Limited reporting against SOI - Quarter 1 2020/21 [↓](#)

Northland Inc SOI KPIs 2020-21 : September Report

*Work program area	How we measure	2019/20 Result*	2020/21 Target	YTD Actual	Comment	GAR
Economic Development Recovery	Development of a long-term economic development strategy for the region		Strategy Developed		Funding of \$25K secured	
Investment and PGF	Percentage of IGR business case decisions (by the Board) made within 90 days of receiving application	100 %	100%	N/A	*NRC has confirmed \$100,000 for this fund be reinstated.	
	Number of inward delegations hosted	0	2	0		
	Investment recommendations are accompanied by a robust business case	n/a	100%	100%	Oruku Landing (July 2020)	
	Number and value of high impact projects that are implemented	3	3	0		
Engagement Collaboration and Visibility	Number of unique businesses assisted (by TA and industry)	624	230	604	Achieved – Continued government funding for the COVID – 19 relief has had a significant impact on both demand and workload.	
	Value of NZTE and Callaghan Innovation grant funding facilitated	\$2,329,414	\$1M	\$1,469,154	Achieved – Continued government funding for the COVID – 19 relief has had a significant impact on both demand and workload.	
	Client satisfaction (as measured by Net Promoter Score)	97% (NPS 72)	90% (NPS 50)	100% (NPS 100)		
	Number of unique Māori businesses assisted	118	55	30	On track to exceed target.	

*Work program area	How we measure	2019/20 Result*	2020/21 Target	YTD Actual	Comment	GAR
	Value of NZTE and Callaghan Innovation grant funding facilitated for Māori businesses	\$426,157	\$110,000	\$86,312	On track to exceed target.	
	Orchard occupancy rate	125%	85%	88.5%	On track	
Destination Management and Marketing	Visitor spend from target markets	\$1,014M	\$857M	\$1,050M	Expect to significantly exceed target as Northland is experiencing the lowest contraction in visitor spend for the country at 5% (September 2020). Note the national average is -17% contraction.	
	Value of industry investment in regional promotion activity	\$175,808	\$250,000	\$20,325	On track compared to previous years.	
	Equivalent Advertising Value achieved from destination marketing	\$19.2M	\$10M	\$504,543	On track compared to previous years as significantly impacted by seasonality throughout the year.	

**TITLE:**                   **Receipt of Committee Minutes**

**ID:**                       A1391289

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

**Authorised by**           Chris Taylor, Governance Support Manager, on 09 December 2020  
**Group Manager:**

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### Recommendation

That the unconfirmed minutes of the:

- Regional Transport Committee – 14 October 2020;
- Civil Defence Emergency Management Group – 18 November 2020;
- Investment and Property Subcommittee – 25 November 2020; and
- Kaipara Moana Remediation Joint Committee – 16 November 2020

and the confirmed minutes of the:

- Kaipara Moana Joint Committee – 09 October 2020; and
  - Kaipara Moana Joint Committee – 30 October 2020
- be received.
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### Attachments/Ngā tapirihanga

Attachment 1: Regional Transport Committee meeting minutes - 14 October 2020 [↓](#)

Attachment 2: CDEM Group meeting minutes - 18 November 2020 [↓](#)

Attachment 3: Kaipara Moana Joint Committee meeting minutes - 09 October 2020 [↓](#)

Attachment 4: Kaipara Moana Joint Committee meeting minutes - 30 October 2020 [↓](#)

Attachment 5: Investment and Property Subcommittee minutes 25 November 2020 [↓](#)

Attachment 6: Kaipara Moana Joint Committee meeting minutes - 16 November 2020 [↓](#)



Regional Transport Committee  
14 October 2020

## Regional Transport Committee Minutes

Meeting held in the Council Chamber  
36 Water Street, Whangārei  
on Wednesday 14 October 2020, commencing at 9.30am

### Present:

Chairman, NRC Councillor John Bain  
NRC Councillor Rick Stolwerk  
FNDC Councillor Ann Court  
WDC Councillor Greg Martin  
KDC Councillor David Wills  
NZTA Representative Mr Steve Mutton

### In Attendance:

GM Customer Services & Community Resilience, Tony Phipps  
Transport Manager, Chris Powell  
Committee Secretary, Evania Arani  
NTA General Manager, Calvin Thomas  
NTA Strategy & Planning Manager, Jeff Devine  
FNDC Infrastructure & Asset Management GM, Andy Finch  
KDC, Bernard Peterson  
NZ Police, Terry Phillips  
MRCagney, Jo Gascoigne, Fiona Thomas, Bridget Burdett  
NRC, Anita Child  
NRC, Ian Crayton-Brown  
NTA, Nick Marshall  
NRC, Sharlene Selkirk  
Northland Road Safety, Gillian Archer and Ashley Johnston  
NZTA, Jacqui Hori-Hoult (arrived at 10.20am)  
Members of the public

The Chair declared the meeting open at 9.30am

### Apologies (Ngā whakapahā) (Item 1.0)

There were no apologies.

### Declarations of Conflicts of Interest (Nga whakapuakanga) (Item 2.0)

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

Regional Transport Committee  
14 October 2020

### **Confirmation of Minutes - 10 June 2020 (Item 4.1)**

**ID: A1361783**

**Report from Evania Arani, Executive Assistant Customer Services - Community Resilience**

**Moved (Martin/Stolwerk)**

That the minutes of the Regional Transport Committee meeting held on 10 June 2020 be confirmed as a true and correct record.

**Carried**

### **Northland Regional Land Transport Plan 2018-2021 Funding Uptake (Item 5.1)**

**ID: A1361788**

**Report from Chris Powell, Transport Manager - Northland Transport Alliance**

**Moved (Court/Wills)**

That the report 'Northland Regional Land Transport Plan 2018-2021 Funding Uptake' by Chris Powell, Transport Manager - Northland Transport Alliance and dated 8 September 2020, be received.

**Carried**

### **Investigation into the Needs and Availability of Total Mobility, Disability Transport and Services in Northland - Progress Report (Item 6.1)**

**ID: A1372005**

**Report from Chris Powell, Transport Manager - Northland Transport Alliance**

**Moved (Stolwerk/Court)**

1. That the report 'Investigation into the Needs and Availability of Total Mobility, Disability Transport and Services in Northland - Progress Report' by Chris Powell, Transport Manager - Northland Transport Alliance and dated 7 October 2020, be received.
2. That the Regional Transport Committee receive the MRCagney report titled "Transport Needs in Northland.
3. That the Regional Transport Committee approves the Recommended Course of Action as contained in this report.

**Carried**

### **Regional Land Transport Plan and Regional Public Transport Plan - Progress Report (Item 6.2)**

**ID: A1365854**

**Report from Chris Powell, Transport Manager - Northland Transport Alliance**

**Moved (Court/Wills)**

1. That the report 'Regional Land Transport Plan and Regional Public Transport Plan - Progress Report' by Chris Powell, Transport Manager - Northland Transport Alliance and dated 21 September 2020, be received.

Regional Transport Committee  
14 October 2020

2. That the Regional Transport Committee approve the recommended changes to the Investment Logic Mapping wording relating to the “Problem and Benefit Statements” and the “Objectives” for the Regional Land Transport Plan 2021-2027.
3. That the Regional Transport Committee approve the Regional Land Transport Plan 2021-2027 Project Team’s recommended “Regional Priorities” and the recommended priority listing of the “Regional Priorities”.

**Carried**

*Secretarial Note:*

*The committee authorised the Chair to make any necessary minor drafting, typographical amendments to the Investment Logic Mapping relating to the “Problem and Benefit Statements” and “Objectives” as well as the “Regional Transport Priorities” for the Regional Land Transport Plan 2021-2027.*

- *The Chair (Councillor Bain) formally resigned from council on 30 October 2020. The Northland Regional Council has since appointed Councillor Stolwerk as the new Chair and Councillor Blaikie as the second regional council representative on the Regional Transport Committee.*

**Waka Kotahi Update (Item 6.3)**

**ID: A1361784**

**Report from Steve Mutton, NZTA - Director Regional Relationships Upper North Island**

**Moved (Bain/Stolwerk)**

That the report ‘Waka Kotahi Update’ by Steve Mutton, NZTA - Director Regional Relationships Upper North Island and dated 8 September 2020, be received.

**Carried**

**Waka Kotahi Investment Decision Making Framework Review and the Draft Investment Prioritisation Method (Item 6.4)**

**ID: A1365807**

**Report from Chris Powell, Transport Manager - Northland Transport Alliance**

**Moved (Bain/Stolwerk)**

That the report ‘Waka Kotahi Investment Decision Making Framework Review and the Draft Investment Prioritisation Method’ by Chris Powell, Transport Manager - Northland Transport Alliance and dated 21 September 2020, be received.

**Carried**

*Secretarial Note:*

*Cr. David Wills left the meeting at 11.01am.*

**Ministry of Transport Presentation on the Government Policy Statement on Land Transport 2021 and the Draft New Zealand Rail Plan (Item 6.5)**

**ID: A1365850**

**Report from Chris Powell, Transport Manager - Northland Transport Alliance**

**Moved (Bain/Stolwerk)**

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ID: A1372761

**3**

Regional Transport Committee  
14 October 2020

That the report 'Ministry of Transport Presentation on the Government Policy Statement on Land Transport 2021 and the Draft New Zealand Rail Plan' by Chris Powell, Transport Manager - Northland Transport Alliance and dated 21 September 2020, be received.

**Carried**

*Secretarial Note:*

*Cr. David Wills returned to the meeting at 11.28am.*

### **Northland Road Safety Update (Item 6.6)**

**ID: A1361785**

**Report from Ian Crayton-Brown, Transport Projects Officer**

**Moved (Stolwerk/Wills)**

That the report 'Northland Road Safety Update' by Ian Crayton-Brown, Transport Projects Officer and dated 28 September 2020, be received.

**Carried**

### **State Highway One, Loop Road South Intersection (Item 6.7)**

**ID: A1365852**

**Report from Chris Powell, Transport Manager - Northland Transport Alliance**

**Moved (Stolwerk/Martin)**

That the report 'State Highway One, Loop Road South Intersection' by Chris Powell, Transport Manager - Northland Transport Alliance and dated 21 September 2020, be received.

**Carried**

### **Conclusion**

**The meeting concluded at 12.32**

Civil Defence Emergency Management Group Meeting  
18 November 2020

## Civil Defence Emergency Management Group Meeting Minutes

Meeting held in the Council Chamber  
36 Water Street, Whangārei  
on Wednesday 18 November 2020, commencing at 11.00am

### Present:

Chair, NRC Councillor Rick Stolwerk  
WDC alternate member, Councillor Nicholas Connop  
KDC alternate member, Councillor Anna Curnow  
FNDC Councillor, Dave Collard  
NZ Police Representative, Al Symonds  
FENZ Representative, Graeme Quensell  
NEMA Representative, Ms John Titmus (Observer Status)

### In Attendance:

#### Full Meeting

Northland CDEM/Northland Regional Council – Tony Phipps  
Committee Secretary, Evania Arani  
Northland CDEM, Sarah Boniface  
Northland CDEM, Claire Nyberg  
Northland CDEM, Murray Soljak  
Northland CDEM, Shona Morgan  
Northland CDEM, Bill Hutchinson  
Northland CDEM, Tegan Capp  
Northland CDEM, Jenny Calder  
NRC Councillor Colin Kitchen (via zoom)  
Northland CDEM, Victoria Harwood  
Fire and Emergency New Zealand, Wipari Henwood  
Kaipara District Council, John Burt  
Far North District Council, Andy Finch  
Northland Regional Council, Arama Morunga

The Chair declared the meeting open at 11.05am.

### Apologies (Ngā whakapahā) (Item 1.0)

#### Moved (Curnow/Collard)

That the apologies from WDC Mayor, Mayor Sheryl Mai, KDC Mayor Jason Smith, FENZ Representative, Mr Brad Mosby, for non-attendance be received.

#### Carried



Civil Defence Emergency Management Group Meeting  
18 November 2020

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

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

### **Confirmation of Minutes - 08 September 2020 (Item 4.1)**

**ID: A1380529**

**Report from Evania Arani, Executive Assistant Customer Services - Community Resilience**

**Moved (Collard/Stolwerk)**

That the minutes of the Civil Defence Emergency Management Group meeting held on 08 September 2020, be confirmed as a true and correct record.

**Carried**

### **Fire and Emergency New Zealand Fire Plan (Item 5.1)**

**ID: A1384869**

**Report from Graeme MacDonald, Civil Defence Emergency Management Manager**

**Moved (Mai/Smith)**

That the report 'Fire and Emergency New Zealand Fire Plan' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 11 November 2020, be received.

**Carried**

### **Northland CDEM Group, CEG and Group appointments (Item 5.2)**

**ID: A1384872**

**Report from Graeme MacDonald, Civil Defence Emergency Management Manager**

**Moved (Stolwerk/Connop)**

That the report 'Northland CDEM Group, CEG and Group appointments' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 01 November 2020, be received.

**Carried**

### **CEG Chair's Report (Item 5.3)**

**ID: A1384873**

**Report from Tony Phipps, CDEM Coordinating Executive Group Chairman**

**Moved (Collard/Stolwerk)**

1. That the report 'CEG Chair's Report' by Tony Phipps, CDEM Coordinating Executive Group Chairman and dated 11 November 2020, be received.

**Carried**

*Secretarial notes:*

*To be noted: National Emergency Management Agency's Deputy Chief Executive and Director of Civil Defence Emergency Management, Sarah Stuart-Black has taken up a position at New Zealand Red Cross as the General Secretary.*

Civil Defence Emergency Management Group Meeting  
18 November 2020

*Action: The CDEM group to raise to NEMA their concerns over the postponement and cancelling of the alerting tests in 2020 which included the Tsunami Sirens and the Emergency Mobile alert.*

#### **Northland CDEM Drought Plan (Item 5.4)**

**ID: A1384875**

**Report from Victoria Harwood, Civil Defence Emergency Management Officer and Graeme MacDonald, Civil Defence Emergency Management Manager**

**Moved (Connop/Curnow)**

1. That the report 'Northland CDEM Drought Plan' by Victoria Harwood, Civil Defence Emergency Management Officer and Graeme MacDonald, Civil Defence Emergency Management Manager and dated 11 November 2020, be received.
2. That the Northland CDEM Group Drought Plan by Victoria Harwood, Civil Defence Emergency Management Officer and Graeme MacDonald, Civil Defence Emergency Management Manager be approved.

**Carried**

#### **COVID-19 Resurgence planning (Item 5.5)**

**ID: A1384878**

**Report from Graeme MacDonald, Civil Defence Emergency Management Manager**

**Moved (Collard/Curnow)**

That the report 'COVID-19 Resurgence planning' by Graeme MacDonald, Civil Defence Emergency Management Manager and dated 11 November 2020, be received.

**Carried**

#### **Welfare Coordination Group Update (Item 5.6)**

**ID: A1384879**

**Report from Claire Nyberg, Civil Defence Emergency Management - Welfare**

**Moved (Connop/Collard)**

That the report 'Welfare Coordination Group Update' by Claire Nyberg, Civil Defence Emergency Management - Welfare and dated 11 November 2020, be received.

**Carried**

#### **Service Level Agreements (Item 5.7)**

**ID: A1384882**

**Report from Victoria Harwood, Civil Defence Emergency Management Officer and Graeme MacDonald, Civil Defence Emergency Management Manager**

**Moved (Collard/Curnow)**

That the report 'Service Level Agreements' by Victoria Harwood, Civil Defence Emergency Management Officer and Graeme MacDonald, Civil Defence Emergency Management Manager and dated 11 November 2020, be received.

**Carried**

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ID: A1386478

**3**

Civil Defence Emergency Management Group Meeting  
18 November 2020

### **Meetings Calendar 2021 (Item 5.8)**

**ID: A1384883**

**Report from Evania Arani, Executive Assistant Customer Services - Community Resilience**

**Moved (Connop/Curnow)**

1. That the report 'Meetings Calendar 2021' by Evania Arani, Executive Assistant Customer Services - Community Resilience and dated 11 November 2020, be received.

**Carried**

*Secretarial note:*

*The proposal to have meetings on a Thursday for 2021 clashes with Far North District Council meetings. Northland CDEM to relook at the dates and advise the committee of these by email.*

### **Conclusion**

**The meeting concluded at 12.07pm**

Kaipara Moana Remediation Joint Committee  
9 October 2020

## **Kaipara Moana Remediation Joint Committee Minutes**

Meeting held in the Waihau Marae, Arapaoa Road, RD1 Matakohē  
on Friday 9 October 2020, commencing at 2:00pm

### **Tuhinga (Present):**

NRC Chair Penny Smart  
NRC Councillor Amy Macdonald  
Auckland Council Greg Sayers  
Te Uri o Hau Malcolm Welsh  
Te Uri o Hau Willie Wright  
Te Rūnanga o Ngāti Whātua Virginia Warriner  
Te Rūnanga o Ngāti Whātua Tame Te Rangi  
Ngā Maunga Whakahī o Kaipara, Cherie Povey  
Ngā Maunga Whakahī o Kaipara, Jane Sherard

### **I Tae Mai (In Attendance):**

**Full Meeting**  
NRC, Malcolm Nicolson  
NRC, Jonathan Gibbard  
NRC, Duncan Kervell  
NRC, Penny Pirrit  
AC, John Hutton  
Alan Wilcox

The Acting Chair, Malcolm Nicolson, declared the meeting open at 2:00pm.

#### **Moved (Wright/Smart)**

That the meeting be adjourned until 2:45pm.

#### **Carried**

The meeting resumed at 2:45pm

### **Ngā whakapahā/Apologies (Item 1.0)**

#### **Moved (Wright / Warriner)**

That the apologies from NRC Councillor Joce Yeoman, Auckland Council Daniel Newman and Local Board Chair Phelan Pirrie for non-attendance be received.

#### **Carried**

### **Nga whakapuakanga (Declarations of Conflicts of Interest)**

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

Kaipara Moana Remediation Joint Committee  
9 October 2020

### **Election of Chair and Deputy Chair (Item 4.1)**

**ID: A1369977**

**Report from Penny Pirrit, Consultant**

**Moved (Wright/Macdonald)**

1. That the report 'Election of Chair and Deputy Chair' by Penny Pirrit, Consultant and dated 1 October 2020, be received.
2. That Tame Te Rangi be appointed as Chair of the Kaipara Moana Remediation Joint Committee.

Malcolm Nicolson vacated the Chair and Tame Te Rangi resumed as Chair

3. That Penny Smart be appointed as Deputy Chair of the Kaipara Moana Remediation Joint Committee.

**Carried**

### **Overview of Kaipara Moana Remediation Programme (Item 4.2)**

**ID: A1370177**

**Report from Penny Pirrit, Consultant**

Presentation from Joint Committee member Willie Wright on the journey to establish the Kaipara Moana Remediation Programme and the purpose and aspirations of the programme and member parties.

**Moved (Welsh/Warriner)**

1. That the overview of Kaipara Moana Remediation Programme presentation be received.

**Carried**

### **Operational Processes of the Kaipara Moana Remediation Joint Committee (Item 4.3)**

**ID: A1369969**

**Report from Penny Pirrit, Consultant**

**Moved (Smart/Wright)**

1. That the report 'Operational Processes of the Kaipara Moana Remediation Joint Committee' by Penny Pirrit, Consultant and dated 1 October 2020, be received.
2. That the joint committee meet monthly until April 2021 (excluding the month of January) at which time it will review the frequency of meetings.
3. That the joint committee confirm the initial schedule of meeting dates as:
  - October – 30<sup>th</sup> October all day
  - November – 16<sup>th</sup> November all day
  - December – 4<sup>th</sup> December morning
4. That the location of the monthly meetings be rotated around the Kaipara Moana catchment, and where practicable be held on marae.
5. That the forward joint committee work programme outlined in this report be approved and reviewed quarterly by the committee.

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ID: A1372342

**2**



Kaipara Moana Remediation Joint Committee  
9 October 2020

6. That in the interim, before a communications and engagement strategy is approved, the Chair and Deputy Chair be delegated to be media spokespeople for the work of this joint committee.
7. That a team of senior advisors, one from each of the councils and Kaipara Uri be set up to provide support and advice to the Chair and Deputy Chair on matters relating to the operation of the joint committee, including approving the content of papers for committee agendas.
8. That a paper on a proposed members allowance policy be brought to the joint committee's 30<sup>th</sup> October meeting.

Discussion regarding the representation of groups in the upper catchments, above the rohe of Ngāti Whatua. Chair responded that this is initially a matter for the Crown to address within the current context of negotiations with Ngāti Whātua with the next scheduled meeting being Mon 12 Oct 2020. Decision was made by the Joint Committee that this is to be addressed through the engagement and communications workstream.

**Carried**

#### **Kaipara Moana Remediation Programme Annual Work Plan – Proposed Approach to Work-streams (Item 4.4)**

**ID: A1369181**

**Report from Penny Pirrit, Consultant**

**Moved (Welsh/Povey)**

1. That the report "Kaipara Moana Remediation Annual Work Plan- Proposed Approach to Work-streams" by John Hutton, Manager Auckland Council dated 28<sup>th</sup> September be received.

**Carried**

**Karakia Mutunga**

**Whakamutunga (Conclusion)**

**The meeting concluded at 4:05pm.**

Kaipara Moana Remediation Joint Committee  
30 October 2020

## Kaipara Moana Remediation Joint Committee Meeting Minutes

Meeting held in the Haranui Marae, 64 Haranui Road, Parakai, Helensville  
on Friday 30 October 2020, commencing at 2:30pm

### Tuhinga (Present):

NRC Chair Penny Smart  
NRC Councillor Joce Yeoman  
NRC Councillor Amy Macdonald  
Auckland Council Daniel Newman  
Auckland Council Greg Sayers  
Local Board Chair Phelan Pirrie  
Te Uri o Hau Malcolm Welsh  
Te Uri o Hau Willie Wright  
Te Rūnanga o Ngāti Whātua Virginia Warriner  
Te Rūnanga o Ngāti Whātua Tame Te Rangi  
Ngā Maunga Whakahi o Kaipara, Cherie Povey  
Ngā Maunga Whakahi o Kaipara, Jane Sherard

### I Tae Mai (In Attendance):

**Full Meeting**  
Malcolm Nicolson  
Penny Pirrit  
John Hutton  
Alan Wilcox  
Duncan Kervell  
Sarah Nolan

The Chair declared the meeting open at 2:32.

### Ngā whakapahā/Apologies (Item 1.0)

There were no apologies.

### Nga whakapuakanga (Declarations of Conflicts of Interest)

It was advised that members should register their existing interests and make declarations item-by-item as the meeting progressed.

**Action:** All members to send Leah Porter any Interests to register by 13 November 2020

### Confirmation of Minutes - 09 October 2020 (Item 4.1)

ID: A1374625

**Report from Leah Porter, PA/Administrator Environmental Services**

**Moved (Sherard/Smart)**

That the minutes of the Kaipara Moana Remediation Joint Committee meeting held on 09 October 2020 be confirmed as a true and correct record.

**Carried**

ID: A1379965

1

Kaipara Moana Remediation Joint Committee  
30 October 2020

## **Kaipara Moana Remediation Joint Committee Members Allowance Policy (Item 5.1)**

**ID: A1377632**

**Report from Penny Pirrit, Northland Regional Council Management Representative**

### **Recommendation(s)**

1. That the report 'Kaipara Moana Remediation Joint Committee Members Allowance Policy' by Penny Pirrit, Northland Regional Council Management Representative and dated 20 October 2020, be received.
2. That the Kaipara Moana Remediation Joint Committee Members Allowance Policy attached to this report be adopted.
3. That a review of the Members Allowance policy occurs after one year of operation

### **Amendment to recommendations Moved (Smart/Wright)**

That the following amendments are made to the recommendations:

1. That the report 'Kaipara Moana Remediation Joint Committee Members Allowance Policy' by Penny Pirrit, Northland Regional Council Management Representative and dated 20 October 2020, be received.
2. That a subcommittee of two Kaipara Uri, One NRC and one AC member, plus an independent person (appointed by the Chair and Deputy Chair) be set up to consider further both the daily rates, and the number of days remunerated under the Members' Allowance Policy, taking in to account the specific requirements Kaipara Uri members have to communicate with their member entities; and the skills and knowledge they bring.
3. That the subcommittee is to report back to the 16<sup>th</sup> November committee meeting
4. That Virginia Warriner, Malcolm Welsh, Greg Sayers and Penny Smart be appointed to the subcommittee.

**Carried**

## **Establishment Tasks and Arrangements (Item 5.2)**

**ID: A1377614**

**Report from Alan Wilcox, Kaipara Uri Management Representative**

### **Moved (Newman/Sherard)**

1. That the report 'Establishment Tasks and Arrangements' by Alan Wilcox, Kaipara Uri Management Representative and dated 20 October 2020, be received.
2. Note the 12 month work tasks anticipated to be required under a Year 1 Work Programme, as presented in Attachment 2 of this report, acknowledging that from time to time these will need to be updated and adjusted.
3. That an Interim Management Team be created to support the establishment of the Kaipara Moana Remediation Programme in the interim, until such time as a permanent structure and personnel are put in place.

ID: A1379965

**2**

Kaipara Moana Remediation Joint Committee  
30 October 2020

4. That representatives endorsed by the Northland Regional Council, Auckland Council and Kaipara Uri entities coordinate the establishment of the Kaipara Moana Remediation Programme as the Interim Management Team.
5. That the Northland Regional Council representative is appointed Interim Coordinator, with oversight of key implementation and management matters, and coordinating reports and recommendations to the joint committee.
6. Note the staff support structure with a Project Coordinator and Project Leads being seconded from Northland Regional Council and Auckland Council.
7. Note that seconded staff time from Northland Regional Council and Auckland Council will be counted as part of their parent organisations' contribution to the Remediation Project.
8. Approve the positions of Interim Coordinator, Kaipara Uri Management Representative, Kaipara Uri Research and Engagement, and Administrative Support Person, being contracted until permanent staffing arrangements are in place.
9. That a sum of \$350,000 be allocated for Contract servicing staff, to be paid from Council's cash contributions until such time as the Deed of Funding is signed and Crown money available.
10. That in the interim, until the establishment of an operations entity, the remediation programme will utilise Northland Regional Council financial delegations, with the delegated authority held by the Group Manager Environmental Services (NRC) to approve expenditure up to \$250,000, provided expenditure has previously been approved by the Kaipara Moana Remediation Joint Committee either by specific resolution or within an Annual Work Programme and Budget.
11. That, prior to consideration of procurement policies arising from the Workforce Development Strategy and the establishment of an operations entity, Northland Regional Council procurement policies relating to procurement of services and contracts be adopted with the following variations:
  - a. Where possible any contracts that are awarded are restricted to no more than one year;
  - b. All suppliers are requested to give consideration to how the objectives of the Kaipara Moana Remediation Programme Memorandum of Understanding as set out in Appendix One can be fulfilled by their proposals;
  - c. The Joint Committee itself, and staff, when awarding contracts, give greater consideration to suppliers that best meet the objectives of the Kaipara Moana Remediation Programme Memorandum of Understanding;
  - d. That reasons for the decision clearly state why tenders are being allocated to the successful suppliers;
  - e. That in the interim the Group Manager Environmental Services (NRC) and Interim Management Team form a Panel for the purposes of determining Tenders;
  - f. That the Tenders Panel have authority to approve tenders where such approvals are clearly within the Kaipara Moana Remediation Joint Committee's Annual Plan and Budget up to a value of \$250,000, referring, with recommendations tenders over \$250,000, to the Joint Committee for approval.
  - g. That the Interim Management Team and Group Manager Environmental Services (NRC) be permitted to determine those occasions that may arise where an advantageous result would not be achieved by advertising a tender or RFQ or

Kaipara Moana Remediation Joint Committee  
30 October 2020

seeking three (3) formal written quotes (in accordance with NRC procurement policy thresholds);

- h. That in these circumstances, the reasons for not seeking three (3) written quotes and / or advertising tenders must be documented in writing and available to the Joint Committee on request.

**Moved (Macdonald)**

That Recommendation 8 be amended to be:

8. Approve the positions of Interim Coordinator, Kaipara Uri Management Representative, Kaipara Uri Research and Engagement, and Administrative Support Person, being contracted by NRC until permanent staffing arrangements are in place.

**Carried**

**Kaipara Moana Remediation – Initial Project Approvals (Item 5.3)**

**ID: A1378286**

**Report from John Hutton, Auckland Council Management Representative**

**Moved (Wright/Sayers)**

1. That the report 'Kaipara Moana Remediation – Initial Project Approvals' by John Hutton, Auckland Council Management Representative and dated 21 October 2020, be received.
2. That budget be approved for four projects totalling \$407,000 (excluding GST), being:
  - a. Engagement and Communications Strategy (\$102,000)
  - b. Kaipara Nursery Strategy (\$60,000)
  - c. Workforce Strategy (\$71,000)
  - d. Te Paiaka – Native Root Project (\$174,000)
3. That the Northland Regional Council is asked to provide the banking and accounting services required to undertake these and future projects, until such time as a future Kaipara Moana Body is established.
4. That the four projects be funded by a combination of in-kind and cash contributions by Auckland Council and Northland Regional Council, ahead of the finalisation of a deed of funding with the Crown, and that this will be counted as part of councils' co-funding contributions to the remediation programme.

**Moved (Te Rangi)**

That recommendation 2b be changed to:

- b. Kaipara Moana Nursery Strategy (\$60,000).

**Carried**

**Karakia Mutunga**

**Whakamutunga (Conclusion)**

**The meeting concluded at 3:30.**



Investment and Property Subcommittee  
25 November 2020

## Investment and Property Subcommittee Minutes

Meeting held in the Council Chamber  
36 Water Street, Whangārei  
on Wednesday 25 November 2020, commencing at 9.30am

### Present:

Chairperson, NRC Councillor Rick Stolwerk  
Councillor Justin Blaikie (*via audio visual link*)  
Councillor Colin Kitchen  
Councillor Jack Craw (*via audio visual link*)  
Ex-Officio Penny Smart  
Independent Financial Advisor Jonathan Eriksen (*via audio visual link*)  
Independent Financial Advisor Geoff Copstick  
Independent Audit & Risk Advisor Danny Tuato'o

### In Attendance:

**Full Meeting**  
CEO Malcolm Nicolson  
GM Corporate Excellence Bruce Howse  
Strategic Projects and Facilities Manager Phil Heatley  
PA Corporate Excellence Judy Graham  
Property Officer Joran Jordaan  
Governance Support Manager Christine Taylor

The Chair declared the meeting open at 9.35am.

### Apologies (Ngā whakapahā) (Item 1.0)

There were no apologies.

### Declarations of Conflicts of Interest (Nga whakapuakanga) (Item 2.0)

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

### Confirmation of Minutes - 26 August 2020 (Item 4.1)

ID: A1382158

Report from Judith Graham, Corporate Excellence P/A

Moved (Kitchen/Smart)

That the minutes of the Investment & Property Subcommittee meeting held on 26 August 2020 to be confirmed as a true and correct record.

Carried

Investment and Property Subcommittee  
25 November 2020

### **Performance of Council Externally Managed Funds to 31 October 2020 (Item 5.1)**

**ID: A1387168**

**Report from Simon Crabb, Finance Manager**

**Moved (Kitchen/Stolwerk)**

That the report 'Performance of Council Externally Managed Funds to 31 October 2020' by Simon Crabb, Finance Manager and dated 18 November 2020, be received.

**Carried**

*Secretarial Note: 9.37am CEO joined the meeting*

Jonathan Eriksen from EriksensGlobal gave an overview update on councils externally managed funds as well as the current financial market, including the impact of the newly elected president of the USA and the Corona viruses effect is having on the global financial market.

Recommend taking the financial gains out of the performing managed funds. Risk portfolio will still stay the same.

**Action** – That a report be presented to the December council meeting to authorise the CEO to withdraw gains from the Long Term Fund gains in Quarter 3 of the current financial year in accordance with advice provided by the Independent Investment Advisor.

That the Investment and Property Subcommittee Terms of Reference is amended to authorise the Subcommittee to approve all future withdrawals from the Long-Term fund, subject to withdrawals being in accordance with the advice of councils Independent Investment Advisor (EriksensGlobal).

*Secretarial Note: Chair Smart left the meeting at 9.59am.*

**Action** – 15 December Council meeting recommend to de risk Schroders investment, Jonathan Eriksen from EriksensGlobal to send through recommendation for transfer of funds.

Blackrock investment fund to be discussed at next year's first Investment and Property Subcommittee meeting.

### **Responsible Investment Report - as at 30 June 2020 (Item 5.2)**

**ID: A1365954**

**Report from Simon Crabb, Finance Manager**

**Moved (Craw/Kitchen)**

That the report 'Responsible Investment Report - as at 30 June 2020' by Simon Crabb, Finance Manager and dated 22 September 2020, be received.

**Carried**

**Moved (Kitchen/Stolwerk)**

**Action**- Update Statement Investment Policy and Objectives to reflect transition of unethical investment over the next five years.

**Carried**

### **General Business Borrowing for Redevelopments (Item 5.3)**

### **Business with Public Excluded (Item 6.0)**

**Moved (Craw/Blaikie)**

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ID: A1390274

2

Investment and Property Subcommittee  
25 November 2020

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	Reasons/Grounds
6.1	Update on Significant Redevelopment Projects	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to enable council to carry out, without prejudice or disadvantage, commercial activities s7(2)(h) and the withholding of which is necessary to enable council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) s7(2)(i).
6.2	Investment Property Strategy 2021-2024	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to enable council to carry out, without prejudice or disadvantage, commercial activities s7(2)(h) and the withholding of which is necessary to enable council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) s7(2)(i).
6.3	Kaipara District Council Accommodation in Mangawhai	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to enable council to carry out, without prejudice or disadvantage, commercial activities s7(2)(h) and the withholding of which is necessary to enable council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) s7(2)(i).

3. That the Independent Financial Advisors be permitted to stay during business with the public excluded.

## Conclusion

The meeting concluded at 11.47am.

Kaipara Moana Remediation Joint Committee  
16 November 2020

## **Kaipara Moana Remediation Joint Committee**

### **Kaipara Moana Remediation Joint Committee Minutes**

Meeting held in the Taita Marae, 1968 State Highway 12, Mamaranui, Kaihū  
on Monday 16 November 2020, commencing at 2:00pm

#### **Tuhinga (Present):**

Chair, Te Rūnanga o Ngāti Whātua, Tame Te Rangi  
NRC Chair Penny Smart  
NRC Councillor Joce Yeoman  
NRC Councillor Amy Macdonald  
Auckland Council Daniel Newman  
Auckland Council Greg Sayers  
Local Board Chair Phelan Pirrie  
Te Uri o Hau Malcolm Welsh  
Te Uri o Hau Willie Wright  
Te Rūnanga o Ngāti Whātua Virginia Warriner  
Ngā Maunga Whakahi o Kaipara, Cherie Povey  
Ngā Maunga Whakahi o Kaipara, Jane Sherard

#### **I Tae Mai (In Attendance):**

**Full Meeting**  
Malcolm Nicolson  
Jonathan Gibbard  
Penny Pirrit  
John Hutton  
Alan Wilcox  
Duncan Kervell  
Dr Tom Stephens  
Courtney Armstrong  
Sarah Nolan  
Hannah Brightly  
Leah Porter

The Chair declared the meeting open at 1:13pm and advised that confidential matters would be addressed prior to business open to the public.

#### **Business with the public excluded (Item 5.2)**

**ID: A1382390**

**Report from Penny Pirrit, Northland Regional Council Representative**

##### **Moved (Newman/Sherard)**

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

Kaipara Moana Remediation Joint Committee  
16 November 2020

grounds under the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

Item No.	Item Issue	Reasons/Grounds
5.2	Draft Deed of Funding Update	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to enable council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) s7(2)(i).

**Moved (Wright/Smart)**

1. That the report 'Proposed Deed of Funding' by Penny Pirrit, Northland Regional Council Management Representative and dated 4 November 2020, be received.
2. That the Proposed Deed of Funding in Attachment One to this report be endorsed in principle, and recommended to member parties of the Kaipara Moana Remediation Programme Memorandum of Understanding (Ngā Maunga Whakahi o Kaipara Development Trust, Te Rūnanga o Ngāti Whātua, and Te Uri o Hau Settlement Trust, Northland Regional Council, and Auckland Council) for ratification and signing once the final Deed is available.
3. That the member parties of the Kaipara Moana Remediation Programme Memorandum of Understanding be advised that the Joint Committee supports the identification of the Northland Regional Council as the 'recipient'/banker of the grants funds as set out in the Proposed Deed.
4. That the Kaipara Moana Joint Committee approve the expenditure of up to \$5,000 to seek independent legal advice on the Draft Deed of Funding to support and inform member parties decision making processes.

*Secretarial Note: After discussion, Recommendation 4 was added and approved.*

**Carried**

**Moved (Welsh/Wright)**

That the meeting be adjourned for 1 hour.

**Carried**

*Secretarial Note: The meeting reconvened at 2:45pm*

**Ngā whakapahā/Apologies (Item 1.0)**

There were no apologies.

**Nga whakapuakanga (Declarations of Conflicts of Interest)**

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



Kaipara Moana Remediation Joint Committee  
16 November 2020

### **Confirmation of Minutes - 30 October 2020 (Item 4.1)**

**ID: A1382397**

**Report from Leah Porter, PA/Administrator Environmental Services**

**Moved (Wright/Macdonald)**

That the minutes of the Kaipara Moana Remediation Joint Committee meeting held on 30 October 2020 be confirmed as a true and correct record.

**Carried**

### **Year One Budget and Work Programme (Item 5.1)**

**ID: A1382391**

**Report from John Hutton, Auckland Council Management Representative**

**Moved (Newman/Smart)**

1. That the report 'Year One Budget and Work Programme' by John Hutton, Auckland Council Management Representative and dated 4 November 2020, be received.
2. That budget be approved for 15 projects totalling \$12,271,000 (excluding GST), set out in Attachment 1 to the Agenda report, being:
  - a. NRC Grants Funding
  - b. Fonterra Tiaki Partnership
  - c. Waiotū Catchment Care Group
  - d. Waterway Wetland Remediation – Forest Bridge Trust
  - e. Advisor Training & Accreditation
  - f. Nursery Partnerships – plant propagation and supply
  - g. Soil Conservation Nursery - Stage 1 - Strategy and Scoping
  - h. Implementation of E&C Strategy
    - i. E&C Strategy implementation (\$500k);
    - ii. Catchment Group Project Support (\$1m)
  - i. Digital tools – design, preparation and procurement
  - j. FEP Accounting Framework - Fresh Water Management Tool
  - k. Mātauranga Māori Strategy
  - l. South Kaipara Streams - Stage 1
  - m. Eroding Land Features
  - n. Wetland Features
  - o. Management, accounting and audit costs
  - p. and that the design, procurement and implementation of the budget lines under 2b, 2e, 2f, and 2hi & 2hii will not take place prior to further discussion and approval by the Joint Committee
3. Note that on 30 October 2020 approval was given for four projects with budget of \$407,000 (excluding GST), and contract servicing staff with a budget of \$350,000

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ID: A1388415

**3**

Kaipara Moana Remediation Joint Committee  
16 November 2020

(excluding GST), and that these will be accounted for under the Year 1 Budget and Work Programme.

4. Note that the total Year 1 Budget as a result of approval of the projects in this report; and the approved projects from the 30 October 2020 joint committee meetings is \$13,028,000.
5. Note that the Year 1 Budget and Work Programme will be attached to the deed of funding to be agreed by programme partners and the Crown to make Crown grant funding available.
6. Note that the Joint Committee may need to consider adjustments to the budget as the year progresses, as some projects may require more or less resources.
7. Note that the Year 1 Budget and Work Programme includes contributions from third parties/land-owners which will arise when remediation work is undertaken.
8. Note the need for co-funding to match Crown grant funding over the first six years of the Kaipara Moana Remediation programme.

*Secretarial Note: After discussion, Recommendation 2h was amended and 2p was added.*

*Secretarial Note: Cr Yeoman declared a potential conflict of interest as a neighbouring land owner of the Waioitu Catchment Care Group, although no personal connection with the involved landowners.*

*Secretarial Note: Member Wright declared a potential conflict of interest due to involvement in IKHMG Sustainable Land Use Project.*

**Carried**

### **Report back on Members Allowance Policy (Item 5.3)**

**ID: A1383340**

**Report from Leah Porter, PA/Administrator Environmental Services**

**Moved (Te Rangi/Wright)**

That this item be deferred to the Joint Committee meeting scheduled for 4 December.

**Carried**

### **Whakamutunga (Conclusion)**

**The meeting concluded at 3:57pm.**

**TITLE:** Working Party Updates and Chairpersons' Briefing

**ID:** A1388796

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

**Authorised by Group Manager:** Ben Lee, GM - Strategy, Governance and Engagement, on date 09 December 2020

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### Recommendation

That the report 'Working Party Updates and Chairpersons' Briefing' be received.

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### Climate Change Working Party (Chair: Cr Amy Macdonald)

The Climate Change Working Party met on 25 November 2020. The topics for discussion included:

- Adaptation Strategy & Joint Committee
- Natural Hazard Maps
- Research and Policy Updates
- Northland Regional Council Carbon Emission Reporting

Following discussion, the Climate Change Working Party provided advice on the following next steps:

- Schedule further meetings with TTMAC and Councils to update regarding Natural Hazard Maps
- Develop a communication strategy for notifying public of the updated Natural Hazard Maps
- Examine what is in the Risk Register in regard to Climate Change

### Te Taitokerau Māori and Council Working Party (TTMAC) (Co-Chairs: Cr Robinson and Pita Tipene)

*Secretarial Note: It is with deep sadness that we advise that a mighty 'Totara' of Te Taitokerau and Co-Chair of TTMAC, Rudy Taylor, passed away soon after this meeting on 16 November 2020.*

The Te Taitokerau Māori and Council Working Party met on 12 November 2020. The topics for discussion included:

- Māori Representation: Māori constituencies
- Freshwater Plan Change - Maori Engagement and Tāngata Whenua Water Advisory Group
- Endorsement of establishment of TTMAC economic development sub-group
- A report on the last regional marae-based hui hosted at Te Houhanga-a-Rongo Marae, and a paper on how the regional hui will be set for 2021
- Taitokerau water resilience
- An update on TTMAC's input into the Long Term Plan and the remaining process
- Coastal Occupation Charges

- Approval of the TTMAC meeting schedule for 2021
- Updates from other working parties.

Following discussion, the Te Taitokerau Māori and Council Working Party provided advice on the following next steps:

- For the Māori Technical Advisory Group to meet and form a view/strategy regarding the number of constituencies, which will then be considered at a further workshop of TTMAC tāngata whenua members. The feedback from those meetings is to be provided to the next council meeting
- That a letter be sent to the Minister for Local Government advising of council's decision to establish Māori constituencies, and to request that the Local Electoral Act 2001 be changed to remove poll provisions
- That the application period for the Tāngata Whenua Water Advisory Group be extended by one week and, following that, the selection panel reconvene and confirm fifteen appointees

That a maximum six-member tāngata whenua economic development subgroup be formed to work with Northland Inc on input into their annual Statement of Intent and overall economic development strategy, comprising Pita Tipene, Janelle Beazley, Rihari Dargaville, and Nora Rameka

- That the meeting dates for 2021 are as follows (the second Thursday of the month):

Formal Meetings 2021	Workshops 2021
11 February	11 March
8 April	13 May
10 June	8 July
12 August	9 September
14 October	11 November
9 December	

- That the 2021 regional marae-based hui host will be set as per the following schedule:
  - a. 13 May hui location to be agreed at the 11 February formal meeting
  - b. 8 July hui location to be agreed at the 8 April formal meeting
  - c. 9 September hui location to be agreed at the 10 June formal meeting
  - d. 11 November hui location to be agreed at the 12 August formal meeting.
- That Ngāti Tara will confirm their availability to host the 11 March hui
- That staff will work alongside the Māori Technical Advisory Group to provide recommendations as to how the effectiveness of marae-based hui can be improved.

## TITLE: Business with the Public Excluded

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### 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.

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### 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	Reasons/Grounds
9.1	Confirmation of Confidential Minutes - 17 November 2020	The public conduct of the proceedings would be likely to result in disclosure of information, as stated in the open section of the meeting.
9.2	Receipt of Confidential Committee Minutes	The public conduct of the proceedings would be likely to result in disclosure of information, as stated in the open section of the meeting -.
9.3	Human Resources Report	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(a).
9.4	Australian Investment Review and Introduction of New Fund Managers into the Long Term Fund	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to prevent the disclosure or use of official information for improper gain or improper advantage s7(2)(j).
9.5	Sale of Industrial Area Properties	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to enable council to carry out, without prejudice or disadvantage, commercial activities s7(2)(h) and the withholding of which is necessary to enable council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) s7(2)(i).
9.6	Hannah Street Whangārei Property Demolition	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to enable council to carry out, without prejudice or disadvantage, commercial activities s7(2)(h).
9.7	Vehicle purchase	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 s7(2)(a).



9.8	Oruku Landing Conference and Event Centre - Consideration for public consultation	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to enable council to carry out, without prejudice or disadvantage, commercial activities s7(2)(h) and the withholding of which is necessary to enable council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) s7(2)(i).
9.9	Appointment of Independent Financial Advisor	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 s7(2)(a).

3. That the Independent Financial Advisors be permitted to stay during business with the public excluded.
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## 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.