

# AGENDA

**Council**

**Tuesday 15 May 2018 at 10.30am**

## Northland Regional Council Agenda

Meeting to be held in the Council Chamber  
36 Water Street, Whangārei  
on Tuesday 15 May 2018, 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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- 9.1** Confirmation of Confidential Minutes – 24 April 2018
- 9.2** Human Resources Report
- 9.3** Chief Executive's Key Performance Indicators
- 9.4** Proposed response to Ombudsman's provisional findings

<p><b>ACC</b> - Accident Compensation Corporation</p> <p><b>AHB</b> - Animal Health Board</p> <p><b>ALGIM</b> - Association of Local Government Information Management</p> <p><b>AMA</b> - Aquaculture Management Area</p> <p><b>AMP</b> – Asset Management Plan/Activity Management 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>CDEM</b> - Civil Defence Emergency Management</p> <p><b>CEG</b> - Co-ordinating Executive Group – Northland Civil Defence management team</p> <p><b>CEO</b> - Chief Executive Officer</p> <p><b>CIMS</b> - Co-ordinated Incident Management System (emergency management structure)</p> <p><b>CMA</b> - Coastal Marine Area</p> <p><b>CPCA</b> - Community Pest Control Areas</p> <p><b>CRI</b> - Crown Research Institute</p> <p><b>DHB</b> - District Health Board</p> <p><b>DOC</b> - Department of Conservation</p> <p><b>DOL</b> - Department of Labour</p> <p><b>DPMC</b> - Department of Prime Minister and Cabinet</p> <p><b>ECA</b> - Environmental Curriculum Award</p> <p><b>ECAN</b> - Environment Canterbury</p> <p><b>EE</b> - Environmental Education</p> <p><b>EECA</b> - Energy Efficiency Conservation Authority</p> <p><b>EEZ</b> - Exclusive Economic Zone</p> <p><b>EF</b> - Environment Fund</p> <p><b>EMA</b> - Employers and Manufacturers Association</p> <p><b>EMC</b> - Environmental Management Committee</p> <p><b>EOC</b> - Emergency Operations Centre</p> <p><b>EPA</b> - Environmental Protection Authority</p> <p><b>FDE</b> - Farm Dairy Effluent</p> <p><b>FNDC</b> - Far North District Council</p> <p><b>FNHL</b> - Far North Holdings Limited</p> <p><b>FPP</b> - First Past the Post – voting system for NRC elections</p> <p><b>GE</b> - Genetic Engineering</p> <p><b>GIS</b> - Geographic Information System</p> <p><b>GMO</b> - Genetically Modified Organism</p> <p><b>HSNO</b> - Hazardous Substances &amp; New Organisms Act</p> <p><b>HBRC</b> - Hawke's Bay Regional Council</p> <p><b>HEMP</b> - Hapū Environmental Management Plan</p> <p><b>Horizons</b> - Brand name of Manawatu-Wanganui Regional Council</p> <p><b>HR</b> - Human Resources</p> <p><b>HSWA</b> - Health and Safety at Work Act 2015</p> <p><b>IEMP</b> - Iwi Environmental Management Plan</p> <p><b>IPPC</b> - Invited Private Plan Change: a process to allow Aquaculture Management Areas to be established</p> <p><b>IRIS</b> - Integrated Regional Information System</p> <p><b>KDC</b> - Kaipara District Council</p> <p><b>KPI</b> - Key Performance Indicator</p> <p><b>LATE</b> - Local Authority Trading Enterprise</p> <p><b>LGA</b> - Local Government Act 2002</p> <p><b>LGNZ</b> - Local Government New Zealand</p> <p><b>LGOIMA</b> - Local Government Official Information and Meetings Act 1987</p> <p><b>LGOL</b> - Local Government Online</p> <p><b>LTP</b> - Long Term Plan</p> <p><b>LTFS</b> - Long Term Financial Strategy</p> <p><b>MCDEM</b> - Ministry of Civil Defence &amp; Emergency Mgmt</p> <p><b>MFE</b> - Ministry for the Environment</p> <p><b>MHWS</b> - Mean High Water Springs</p> <p><b>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>NES</b> – National Environmental Standards</p> <p><b>NDHB</b> - Northland District Health Board</p> <p><b>NZRC</b> - New Zealand Refining Company (Marsden Point)</p> <p><b>NGO</b> - Non-Governmental Organisation</p> <p><b>NIF</b> - Northland Intersectoral Forum</p> <p><b>NIWA</b> - National Institute of Water and Atmosphere</p> <p><b>NORTEG</b> - Northland Technical Advisory Group</p> <p><b>NZCPS</b> - New Zealand Coastal Policy Statement</p> <p><b>NZTA</b> - New Zealand Transport Agency</p> <p><b>NZQA</b> - New Zealand Qualifications Authority</p> <p><b>NZWWA</b> - New Zealand Water and Wastes Association</p> <p><b>OFI</b> - Opportunity for Improvement</p> <p><b>ORC</b> - Otago Regional Council</p> <p><b>OSH</b> - Occupational Safety &amp; Health (now Ministry of Business, Innovation and Employment)</p> <p><b>PCBU</b> – Person Conducting Business or Undertaking</p> <p><b>PDF</b> - Portable Document Format</p> <p><b>PPE</b> - Personal Protective Equipment</p> <p><b>RAP</b> - Response Action Plan</p> <p><b>RAQP</b> - Regional Air Quality Plan</p> <p><b>RCP</b> - Regional Coastal Plan</p> <p><b>RFI</b> - Request for Information</p> <p><b>RFP</b> - Request for Proposal</p> <p><b>RTC</b> - Regional Transport Committee</p> <p><b>RLTS</b> - Regional Land Transport Strategy</p> <p><b>RMA</b> - Resource Management Act 1991</p> <p><b>RMG</b> - Resource Managers Group (Regional Councils)</p> <p><b>RMZ</b> - Riparian Management Zone</p> <p><b>ROI</b> - Return on Investment</p> <p><b>RPMS</b> - Regional Pest Management Strategy</p> <p><b>RPS</b> - Regional Policy Statement</p> <p><b>RSG</b> - Regional Sector Group</p> <p><b>RTO</b> - Regional Tourism Organisation</p> <p><b>RWASP</b> - Regional Water and Soil Plan</p> <p><b>SIPO</b> – Statement of Investment Policy and Objectives</p> <p><b>SITREP</b> - Situation Report</p> <p><b>SMF</b> - Sustainable Management Fund</p> <p><b>SOE</b> - State of Environment (or) State Owned Enterprise</p> <p><b>SOLGM</b> -Society of Local Government Managers</p> <p><b>SPARC</b> - Sport &amp; Recreation New Zealand</p> <p><b>SRC</b> - Southland Regional Council (Environment Southland)</p> <p><b>STV</b> - Single Transferable Vote</p> <p><b>SWAG</b> - Surface Water Allocation Group</p> <p><b>SWPA</b> - Sustainable Water Programme of Action</p> <p><b>TA</b> - Territorial Authority: City &amp; District Councils</p> <p><b>TAG</b> -Technical Advisory Group</p> <p><b>Tier 1</b> - Site level plan or response for an oil spill</p> <p><b>Tier 2</b> - Regional level plan or response to an oil spill</p> <p><b>Tier 3</b> - National level plan or response to an oil spill</p> <p><b>TLA</b> - Territorial Local Authority – City &amp; District Councils</p> <p><b>TMP</b> - Treasury Management Plan</p> <p><b>TOR</b> - Terms of Reference</p> <p><b>TPK</b> - Te Puni Kōkiri (Ministry of Maori Development)</p> <p><b>TRAION</b> - Te Rūnanga a Iwi o Ngāpuhi</p> <p><b>TRC</b> - Taranaki Regional Council</p> <p><b>TROTR</b> -Te Rūnanga o Te Rarawa</p> <p><b>TUANZ</b> - Telecommunications Users Association of NZ</p> <p><b>WCRC</b> - West Coast Regional Council</p> <p><b>WDC</b> - Whangarei District Council</p> <p><b>WHHIF</b> - Whangarei Harbour Health Improvement Fund</p> <p><b>WRC</b> - Waikato Regional Council</p> <p><b>WSMP</b> – Workplace Safety Management Practices</p> <p><b>WWTP</b> - Wastewater Treatment Plant</p>
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**TITLE:** Health and Safety Report  
**ID:** A1062970  
**From:** Tracey Warboys, Health and Safety Specialist

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### Executive summary

This report provides an update from the Health and Safety Specialist for the month of April 2018. While there was a drop in reporting (70%) over previous month – 8 vs 27, this may be contributed to the Health and Safety representatives debating the value of the 'Reps Improving Safety' form.

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### Recommendation

That the 'Health and Safety Report' by Tracey Warboys, Health and Safety Specialist, dated 3 May 2018 be received.

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### Background

Reports on council's Health and Safety activities for the month of April 2018.

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### Summary of Events (items of note)

Total of eight reports for the period – major decrease in reporting against previous months.

- ***Discomfort, Pain and Injury (0)***
- ***Incidents (0)***
- ***Hazards (4)***
  - Safety chain popped off trailer when going over a speed bump in the car park. Defect in chain found, trailer taken out of service and repaired. Additional instructions will be added to trailer checklist as this trailer has one further step than others in fleet. Employees trained in preparing trailers for use.
  - Staff member raised overwork concern with H&S rep. Rep counselled employee. Fatigue form being investigation and will be presented to the June Health and Safety Committee meeting.
- ***Near Miss (1)***
  - Nil injury. Bank collapsed while officer sampling and officer dropped into thigh height water. Not a routinely sampled run and the undercut of the bank not visible. Hazard added to site plan and counselled the importance of 'Take 5' to review any task.
- ***Lost Time Injury (1)***
  - Strained back - 1 day LTI. Employee part of a group lifting the sand buoy over the boat's gunnel. Two people were lifting landside and the injured person attempted to lift the buoy by themselves when the buoy was balanced on the gunnel. Back strain occurred immediately from the lift. Employee recovered with Panadol and a day's rest. After consultation with users, the use of lifting straps is being considered as the equipment, though not heavy at 20kg, is an awkward shape. Employee counselled on the importance of sharing the load.

### Internal policy review

- Drug and Alcohol Policy – document will be available on eXpress for staff consultation.

- Lone Worker - Lone Worker feedback incorporated into policy.
- Progress continues with ProMapp – 35 published, 28 written but unpublished, and approximately 30-40 remain to be mapped (i.e. H&S policies, legislative advice, and other processes that may not yet be identified).
- Consultant engaged (June) to review NRC's hazardous substances management region wide.
- Review of contractor management documentation to remove some complexity underway.

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

- New structure conveyed to committee.
- Progress made with committee workshopping the 'Values/Ownership' and what it means to the committee and council. Discussed the 10 risk profiles previously identified and the draft strategy. The calendar of events is in progress.

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

- 2018 flu vaccination scheduled 10/11 May.
- Liaising with Strategic Projects Manager to complete the asbestos management emergency plans – remains WIP.
- Site visits/events - nil issues.
- Identifying tools within existing IT structure to manage:
  - H&S training records, which could potentially be a repository to manage all training; and
  - The Heat Map component of ProMapp to identify and capture health and safety risks and document controls.

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

**Name:** Dave Tams  
**Title:** Group Manager, Corporate Excellence  
**Date:** 08 May 2018

**TITLE:** Confirmation of Minutes - 24 April 2018

**ID:** A1060552

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

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### Recommendation

That the minutes of the council meeting held on 24 April 2018 be confirmed as a true and correct record.

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### Attachments

Attachment 1: Ordinary Council Minutes - 24 April 2018 [↓](#)

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### Authorised by Group Manager

**Name:** Christine Taylor

**Title:** Governance Support Manager

**Date:** 02 May 2018

## Northland Regional Council Minutes

Meeting held in the Council Chamber  
36 Water Street, Whangārei  
on Tuesday 24 April 2018, commencing at 10.30am

### Present:

Chairman, Bill Shepherd  
Deputy Chairman, David Sinclair (*arrived 10.36am*)  
Councillors:  
    John Bain  
    Paul Dimery  
    Mike Finlayson (*by audio link*)  
    Penny Smart  
    Rick Stolwerk  
    Joce Yeoman

### In Attendance:

#### Full Meeting

Independent Financial Advisor  
Chief Executive Officer  
GM – Corporate Excellence  
GM – Regulatory Services  
Financial Accountant  
Governance Support Manager

#### Part Meeting

GM - Governance and Engagement  
Finance Manager  
Transport Manager  
Policy Analyst (x2)  
Harbourmaster  
Transport Strategic Planning Officer  
Kaiahi – Kaupapa Māori

*Secretarial Note: The Chair declared the meeting open at 10.30am.*

### Apologies (Item 1.0)

#### Moved (Stolwerk/Yeoman)

That the apologies from Councillor Blaikie for non-attendance and Councillor Sinclair for delayed arrival be received.

**Carried**

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

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



*Secretarial Note: As per Standing Order 9.9 the Chief Executive withdrew Confidential Item 9.6 'Consolidation of Council's Property Interests in Whangārei's CBD'.*

## **1. Health and Safety Report (Item 3.0)**

**ID: A1053336**

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

**Moved (Dimery/Bain)**

That the 'Health and Safety Report' by Tracey Warboys, Health and Safety Specialist dated 9 April 2018, be received.

**Carried**

## **2. Confirmation of Minutes – 7 March 2018 and 20 March 2018 (Item 4.1)**

**ID: A1053090**

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

**Moved (Yeoman/Stolwerk)**

That the minutes of the extraordinary council meeting held on 7 March 2018, and the council meeting held on 20 March 2018 be confirmed as a true and correct record.

**Carried**

## **3. Receipt of Action Sheet (Item 4.2)**

**ID: A1051045**

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

**Moved (Bain/Smart)**

That the action sheet be received.

**Carried**

## **4. Council Working Party Updates and Chairpersons' Briefings (Item 4.3)**

**ID: A1050161**

**Report from Sally Bowron, Strategy and Governance Team Admin/PA**

**Moved (Bain/Sinclair)**

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

**Carried**

## **5. Council Working Group Updates (Item 4.4)**

**ID: A1050219**

**Report from Nola Sooner, Land and Rivers Team Administrator/PA**

**Moved (Yeoman/Smart)**

That the report 'Council Working Group Updates' be received.

**Carried**

## **6. Financial Report to 31 March 2018 (Item 5.1)**

**ID: A1053181**

**Report from Vincent McColl, Financial Accountant**

**Moved (Sinclair/Smart)**

That the report 'Financial Report to 31 March 2018' by Vincent McColl, Financial Accountant and dated 10 April 2018, be received.

**Carried**

*Secretarial Note: Council's Independent Advisor provided an overview of council's financial status.*

## **7. Refinancing of External Debt (Item 5.2)**

**ID: A1053531**

**Report from Simon Crabb, Finance Manager**

**Moved (Sinclair/Bain)**

1. That the report 'Refinancing of External Debt ' by Simon Crabb, Finance Manager and dated 3 April 2018, be received.
2. That council enter into a loan from the Local Government Funding Agency of up to \$2M (inclusive of 1.6% Borrower Notes) with an initial interest payment date of 13 August 2018 and semi-annually thereafter at a fixed borrowing cost in the range of 4.55% pa and 4.90% pa.
3. That the \$1.97M of loan funding (net of 1.6% Borrower Notes) is invested into the Infrastructure Investment Fund.

**Carried**

## **8. Deliberations Report on Proposed Amendments to the Kai Iwi Lakes Navigation Safety Bylaw 2017 (Item 6.1)**

**ID: A1053157**

**Report from Laurence Walkinshaw, Deputy Harbourmaster**

**Moved (Stolwerk/Smart)**

1. That the report 'Deliberations Report on Proposed Amendments to the Kai Iwi Lakes Navigation Safety Bylaw 2017' by Laurence Walkinshaw, Deputy Harbourmaster and dated 9 April 2018, be received.

**Carried**

**It was further moved (Stolwerk/Finlayson)**

2. That the council approves the Deliberations Panel recommendation to alter clause 3.3 of the Bylaw (as worded in Attachment A) to restrict the speed of vessels on Lake Taharoa to 5-knots between the shoreline and '5-knot buoys' set approximately 200m from the annual high water mark.

**Carried**

*Secretarial Note: Clarification was provided that council had consulted on a 5 knot speed area within 100m and 200m of the shoreline. 150m had been raised as an alternative during deliberations.*

**It was further moved (Stolwerk/Bain)**

3. That the council delegates to the General Manager – Customer Service/Community Resilience the authority to make any necessary minor formatting, typographical, and administrative changes to the Bylaw prior to formal notification.

**Carried**

**9. Representative on Te Au Mārie 1769 Sestercentennial Charitable Trust (Item 6.2)**

**ID: A1053817**

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

**Moved (Smart/Dimery)**

1. That the report 'Representative on Te Au Mārie 1769 Sestercentennial Charitable Trust' by Chris Taylor, Governance Support Manager and dated 11 April 2018, be received.
2. That Councillor Yeoman be appointed as the Northland Regional Council representative on Te Au Mārie 1769 Sestercentennial Charitable Trust (replacing Councillor Stolwerk).
3. That, for the avoidance of doubt, Councillor Yeoman be eligible for vehicle mileage and travel allowances to attend meetings of the Trust.

**Carried**

**10. Regional Land Transport Plan 2015-2021 - Three Year Review (Item 6.3)**

**ID: A1054559**

**Report from Chris Powell, Transport Manager and Jon Trewin, Policy Analyst**

**Moved (Bain/Dimery)**

1. That the report 'Regional Land Transport Plan 2015-2021 - Three Year Review' by Chris Powell, Transport Manager; and Jon Trewin, Policy Analyst and dated 13 April 2018, be received.

**Carried**

**It was further moved (Bain/Dimery)**

2. That the Northland Regional Council approves the Regional Land Transport Plan 2015-2021 – Three Year Review, compiled by the Regional Transport Committee.

**Carried**

**It was further moved (Bain/Finlayson)**

3. That the Northland Regional Council approves the submission of the Regional Land Transport Plan 2015-2021 – Three Year Review to the New Zealand Transport Agency by 30 April 2018.

**Carried**

**It was further moved (Shepherd/Bain)**

4. That the council delegates to the Chief Executive Officer the authority to make any necessary minor formatting, typographical, and administrative changes to the Regional Land Transport Plan 2015-2021 prior to submission.

**Carried**

## **11. Submissions to District Councils' 2018-28 Long Term Plan Consultation Documents (Item 6.4)**

**ID: A1055377**

**Report from Bree Torkington, Assistant Management Accountant and Kyla Carlier, Strategy Specialist**

**Moved (Yeoman/Stolwerk)**

1. That the report 'Submissions to District Councils' 2018-28 Long Term Plan Consultation Documents' by Bree Torkington, Assistant Management Accountant and Kyla Carlier, Strategy Specialist and dated 17 April 2018, be received.
2. That council retrospectively approves the submissions lodged to Far North, Kaipara and Whangarei District Councils.

**Carried**

*Secretarial Note: Appreciation was extended to staff for compiling the three submissions and also to the councillors that represented NRC at each of the hearings.*

## **12. Chair's Report to Council (Item 7.1)**

**ID: A1053106**

**Report from Bill Shepherd, Chairman**

**Moved (Shepherd/Sinclair)**

That the report 'Chair's Report to Council' by Bill Shepherd, Chairman, and dated 9 April 2018, be received.

**Carried**

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

**ID: A1049372**

**Report from Malcolm Nicolson, CEO**

**Moved (Shepherd/Sinclair)**

That the report 'Chief Executive's Report to Council' by Malcolm Nicolson, CEO and dated 28 March 2018, be received.

**Carried**

*Secretarial Note:*

- *Appreciation was extended to staff for the successful eradication of oxygen weed from Lake Ngakapua.*
- *The IT Steering Group was requested to consider the security of client data and report back to council in due course.*
- *The Kaiarahi – Kaupapa Māori was in attendance to provide background on the 'Best Practice Non-Statutory Planning' award received by the Northland Regional Council in conjunction with the three district councils for the development of a papakāinga toolkit.*

## 14. Receipt of Committee Minutes (Item 8.0)

ID: A1051545

Report from Christine Taylor, Governance Support Manager

Moved (Stolwerk/Sinclair)

That the unconfirmed minutes of the:

- Civil Defence Emergency Management – 6 March 2018;
- Property Subcommittee – 7 March 2018, 13 March 2018 and 4 April 2018;
- Investment Subcommittee – 23 March 2018; and
- Regional Transport Committee - 4 April 2018

be received.

Carried

## Business with Public Excluded (Item 9.0)

Moved (Shepherd/Sinclair)

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

Item No.	Item Issue	Reasons/Grounds
9.1	Confirmation of Confidential Minutes – 20 March 2018	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	Sale of Council's Lessor Interest in Order to Freehold a CBD Property	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).
9.5	Purchase of Tarewa Freehold Property	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	Consolidation of Council's Property Interests in Whangarei's CBD	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 Advisor be permitted to remain during business with the public excluded.

**Carried**

## **15. Open Meeting**

**Moved (Shepherd/Sinclair)**

That the council resumes in open meeting.

**Carried**

## **16. Tabled Item: Northland Inc. Appointment Committee (Item 2.0A)**

**ID: A1059221**

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

**Moved (Shepherd/Sinclair)**

That as permitted under Section 46(A) of the Local Government Official Information and Meetings Act 1987 the following tabled report be received:

- Item 6.5: Northland Inc Appointment Committee

**Carried**

## **17. Northland Inc Appointment Committee (Tabled Item 6.5)**

**ID: A1059201**

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

**Moved (Sinclair/Smart)**

1. That the report 'Northland Inc Appointment Committee' by Malcolm Nicolson, Chief Executive Officer, and dated 24 April 2018, be received.

**Carried**

**It was further moved (Yeoman/Bain)**

2. That, consistent with council's Policy on the Appointment of Directors to Council Organisations, council establishes a committee comprising of Chairman Bill Shepherd, Deputy Chair David Sinclair and Councillor Penny Smart to consider applications and

conduct interviews, with responsibility to make a recommendation on preferred candidates to council.

3. That council requests that the Chief Executive Officer identify an appropriately qualified and experienced independent advisor to provide advice and support to the committee during the recruitment process (for the avoidance of doubt this is not a voting member of the committee).

**Carried**

**It was further moved (Bain/Dimery)**

4. In the event there is no appropriately qualified, experienced and independent advisor available then an additional councillor be appointed to the committee.

**Carried**

**Moved (Bain/Stolwerk)**

5. That in the event of recommendation four (above) Councillor Dimery be the councillor appointed to the committee.

**Carried**

## **Conclusion**

The meeting concluded at 12.58pm.

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

**ID:**            A1062493

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

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### **Executive summary**

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**

Attachment 1: Action Sheet Report - May 2018 [↓](#)

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### **Authorised by Group Manager**

**Name:**         Christine Taylor

**Title:**           Governance Support Manager

**Date:**          02 May 2018



<b>Id</b>	<b>Meeting</b>	<b>Target Date</b>	<b>Description</b>	<b>Request Details</b>	<b>Most Recent Comment</b>
<b>4478</b>	Council 24/04/2018	24/05/18	Security of client data	That the IT Steering Group consider the security of client data and report back in due course.	

Completed Actions in the last month

<b>Id</b>	<b>Meeting</b>	<b>Date Completed</b>	<b>Description</b>	<b>Request Details</b>	<b>Most Recent Comment</b>
<b>4457</b>	Council 20/03/2018	2/05/18	Regional Rates Collection - Update to 31 December 2017	That FNDC send through the agreed information to the NRC finance team (In detail the reconciliation makeup of the \$27k, information on the productivity of the 2012 land blocks and the changeover of properties to Māori freehold to avoid paying rates)	Information was forwarded to councillors on 24 April 2018.
<b>4465</b>	Council 24/04/2018	30/04/18	Health and Safety Reference Document	That the Health and Safety reference, currently under development, be circulated to councillors on completion	Documentation sent to councillors.
<b>4474</b>	Council 24/04/2018	2/05/18	Compliance monitoring and Infringement notices	1. That confirmation be provided whether non-compliance for water permits was predominantly due to water records not being provided.  2. That clarification be provided whether the number of infringement notices for wetlands was due to multiple infringement notices for a single offence.	Information provided to councillors on 30 April 2018.

**TITLE:** Council Working Party Updates and Chairpersons' Briefings

**ID:** A1059883

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### Recommendation

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

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### Planning Working Party

(Chair: Cr Joce Yeoman)

The working party met on 4 April 2018. The topics for discussion included:

- Submissions council has made to other organisations / central government.
- Proposed Regional Plan – progress update, approach to hearings and next steps.
- Update on central government signals/proposals.

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

- The working party did not raise any concerns on the delay for the Regional Plan hearings, subject to confirmation from the independent hearing panel members.
- The working party supports the proposal for council to hear GMO submissions.

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### Authorised by Group Manager

**Name:** Jonathan Gibbard

**Title:** Group Manager - Governance and Engagement

**Date:** 08 May 2018

**TITLE:** Council Working Group Updates

**ID:** A1061265

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**Recommendation**

That the report 'Council Working Group Updates' be received.

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**Waitangi Catchment Group (Duncan Kervell, Chair)**

The Waitangi Catchment Group met on 12 April 2018. The topics for discussion included:

- A presentation regarding Enviroschools in the catchment and the \$10k annually to help implement the catchment plan.
- The group scribed and wrote a submission for the LTP, supporting option 2 with potential for spending more on certain topics.
- The group discussed how they can retain and encourage new members.

Following discussion, the Waitangi Catchment Group decided on the following next steps:

- Catchment Enviroschools next meeting on 10 May 2018.
- Next Waitangi Catchment Group meeting Thursday 5 July 2018.

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**Authorised by Group Manager**

**Name:** Bruce Howse

**Title:** Group Manager - Environmental Services

**Date:** 08 May 2018

**TITLE:** Financial Report to 30 April 2018

**ID:** A1062700

**From:** Vincent McColl, Financial Accountant

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### Executive summary

This report is to inform council of the year to date (YTD) financial result to April 2018. Council has achieved a YTD surplus after transfers to and from reserves of \$2.49M which is in line with budget. This represents a reduction in net surplus after transfers to and from reserves of \$277K from last month.

Please note that we have adjusted in the accounts the \$148K that was approved for use in the Awanui emergency preparedness scheme at the 20 February 2018 council meeting. Additionally two capital projects (worth \$68K in total) have been funded from operational budgets, which have been adjusted accordingly.

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### Recommendation

That the report 'Financial Report to 30 April 2018' by Vincent McColl, Financial Accountant and dated 3 May 2018, 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)	\$ 31,503	\$ 31,041	\$ 462
Expenditure	\$ 27,281	\$ 28,239	\$ 957
<b>NET (COST)/SURPLUS BEFORE TRANSFERS FROM/(TO) RESERVES</b>	<b>\$ 4,222</b>	<b>\$ 2,802</b>	<b>\$ 1,419</b>
Transfer From (To) Special Reserves	\$ (1,728)	\$ (314)	\$ (1,414)
<b>NET (COST)/SURPLUS AFTER TRANSFERS FROM/(TO) RESERVES</b>	<b>\$ 2,494</b>	<b>\$ 2,488</b>	<b>\$ 5</b>

## Revenue

Year to date revenue is \$31.5M which is \$442K or 1.4% above budget.

YTD REVENUE VARIANCE INDICATORS BY REVENUE TYPE			
	FAV / (UNFAV)		Commentary
	\$	%	
Rates	\$57,990	0.3%	
User Fees and Sundry	(\$127,450)	(3.3%)	<ul style="list-style-type: none"> <li>• Lower than budgeted consent application fees of \$145K</li> <li>• Lower than budgeted bus fare box revenue of \$143K</li> <li>Partially offset by: <ul style="list-style-type: none"> <li>• Unbudgeted prosecutions income of \$58K</li> <li>• Unbudgeted income for the Marsden pipeline response of \$44K offsetting costs incurred</li> <li>• Income for the regional sector group tour of \$27K compensating costs incurred for the tour</li> </ul> </li> </ul>
Grants and Subsidies	\$178,214	11.6%	<ul style="list-style-type: none"> <li>• Unbudgeted MFE subsidies for the Kaipara Harbour Sediment Study of \$75K compensating costs in this project</li> <li>• Unbudgeted subsidies for the Dune lakes and Freshwater NPS programmes of \$15K</li> <li>• Subsidy for the Myrtle Rust Incursion of \$33K</li> <li>• Unbudgeted subsidy for the Transport ticketing capital project of \$27K offset with reserve movements</li> </ul>
Investment Interest Income	\$210,475	32.9%	<ul style="list-style-type: none"> <li>• Working capital fund gains \$114K above budget due to a higher average value in the fund than budgeted in the first three quarters of the financial year</li> <li>• Higher term deposit interest of \$88K due to some term deposits having compounding interest but were budgeted as not compounding.</li> </ul>
Investment Property Income	\$88,358	4.4%	
Dividend Income	\$221,851	6.9%	<ul style="list-style-type: none"> <li>• MMH dividends were 1 cent per share higher than budgeted. The additional dividends have been designated as operating funding thereby allowing up to \$222K of CIF gains (that were originally designated as operational funding) to be fully reinvested back into the CIF</li> </ul>
Property Reinvestment Fund	(\$179,073)	(13.6%)	<ul style="list-style-type: none"> <li>• Estimated YTD returns of 5.2% are lower than the budgeted 5.5% and the fund has a lower average value than budgeted.</li> </ul>
Community Investment Fund	(\$60,577)	(8.4%)	<ul style="list-style-type: none"> <li>• Actual YTD returns of 5.0% are lower than the budgeted 5.8%.</li> </ul>
Infrastructure Investment Fund	\$51,990	18.9%	<ul style="list-style-type: none"> <li>• Actual YTD returns of 4.2% are lower than the budgeted 4.6% but the fund value is higher than budgeted from the additional \$2.8M of borrowing being invested here. This includes some beneficial NZD/AUD cross rate currency movements. All gains derived from our PRF, CIF, and IIF greater than budget have been reinvested (transferred to reserve) ensuring there is no favourable impact on the net surplus after transfers to reserves.</li> </ul>
<b>Total</b>	<b>\$441,777</b>	<b>1.4%</b>	

### Expenditure

Year to date expenditure is \$24.57M, which is \$977K or 3.5% below budget.

YTD EXPENDITURE VARIANCE INDICATORS BY COUNCIL ACTIVITY			
	FAV / (UNFAV)		Commentary
	\$	%	
Regulatory Services	\$69,450	1.5%	
Environmental Services	\$615,307	8.8%	<ul style="list-style-type: none"> <li>Some labour budgeted here is being coding via timesheeting to customer services due to a structure change*. A review of the labour allocations for the 2018/19 budget is underway.</li> <li>River stopbank maintenance and clearance work running behind YTD budget of \$97K. This is offset with lower reserve movements.</li> </ul>
Strategy and Engagement	\$538,966	9.0%	<ul style="list-style-type: none"> <li>Lower economic development projects than budgeted YTD of \$630K (Hundertwasser Art Centre and the Twin Coast Cycle Trail) offset by lower reserve movements.</li> <li>Partially Offset by: <ul style="list-style-type: none"> <li>More labour charged via timesheeting to Community Representation of \$99K*</li> </ul> </li> </ul>
Customer Service and Community Resilience	(\$89,482)	(1.9%)	<ul style="list-style-type: none"> <li>Redundancies paid of \$39K</li> <li>More labour charged to Customer Services via timesheeting of \$224K*</li> <li>Offset by: <ul style="list-style-type: none"> <li>Lower than budgeted Hatea channel clearing costs of \$80K due to the availability of contractors.</li> </ul> </li> </ul>
Corporate Excellence	\$51,054	1.2%	
CEO Office	(\$208,054)	(13.3%)	<ul style="list-style-type: none"> <li>More labour charged to the CEO department than budgeted of \$201K*</li> </ul>
<b>Total</b>	<b>\$977,241</b>	<b>3.5%</b>	

\*While there are various labour charged variances across the organisation, the actual overall salary cost is running below budget by \$78K YTD (Mar 18 \$93K YTD).

### Transfers to reserves

Year to date transfers to reserves are \$1.41M more than budget. This is due to lower reserve funding being required for IGR projects that have not occurred as planned and the transfer of the Awanui Emergency Preparedness project to the Approved Carry Forwards reserve. Also \$219K of greater than budget gains have been transferred (representing reinvestment) to each reserve as follows:

	Apr 18	Mar 18	Feb 18
PRF	\$0K	\$151K	\$401K
IIF	\$58K	\$208K	\$324K
CIF*	\$161K	\$380K	\$324K

A further breakdown of the April YTD variances for these funds is provided in Table 1 over the page.

Table 1	PRF			IIF			CIF		
	Act YTD	Bud YTD	Bud FY	Act YTD	Bud YTD	Bud FY	Act YTD	Bud YTD	Bud FY
Opening Balance	19,954,945	23,184,337	23,184,337	6,025,739	6,025,738	6,025,738	13,185,771	13,000,690	13,000,690
Property sales (deposits)	5,384,707	-	-	-	-	-	-	-	-
Property purchases (withdrawals)	(3,454,992)	-	-	-	-	-	-	-	-
Other deposits	-	-	-	2,755,200	-	-	-	-	-
Gains	1,134,175	1,313,248	1,575,898	326,432	274,443	329,331	659,424	720,000	864,000
Gains used as operational funding	(1,035,541)	(1,214,614)	(1,457,537)	(268,074)	(274,443)	(329,331)	-	(221,310)	(221,310)
Reinvestment (Transfer to reserves)	<b>98,634</b>	<b>98,634</b>	118,361	<b>58,359</b>	-	-	<b>659,424</b>	<b>498,690</b>	642,690
Closing Fund Balance	21,983,294	23,282,971	23,302,698	8,839,298	6,025,738	6,025,738	13,845,195	13,499,380	13,643,380

<p>Due to the gains being less than budget and the reinvestment being held at budgeted levels, the amount of general funding provided from the PRF is less than budget.</p> <p>Gains are lower than budget due to the rate of return being less than budget by 0.3% YTD and the balance of the fund being less than budget. The budgeted opening balance included the proceeds of the Anderson Mclean property of \$2.7M which did not occur until part way through the year. Additionally there has been more actual nett property purchases (cash outgoing) than budgeted.</p>	<p>IIF balances include an additional \$2.76M of external borrowing invested that wasn't budgeted.</p> <p>The return derived from the borrowing in this fund has exceeded the corresponding borrowing cost.</p>	<p>The actual CIF Balance represents: CIF \$12.5M ING \$1.3M</p> <p>The CIF gains are lower than budget due to the rate of return being less than budget by 1.0% YTD.</p> <p>CIF gains have been fully reinvested because higher MMH dividends have provided the operational funding instead.</p>
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***Capital expenditure***

A \$31K overspend has occurred in harbour safety and navigation, where a project from the 2016/17 year not carried forward has incurred expenditure in 2017/18. Also unbudgeted capex has occurred of \$31K for the lone worker solution (In Reach) project. At this stage of the year the mid north customer service centre fit out is \$13K greater than the full year budget and more costs may occur before the end of the year.

Two new projects have been authorised under schedule 3 of the delegations manual for an early start to the 2018/19 poplar and willow nursery development (\$40K) and a beacon upgrade at Tutukaka (\$28K). These were funded from operational budgets in the land and harbour safety departments and the budgets have been adjusted accordingly.

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**Authorised by Group Manager**

**Name:** Dave Tams  
**Title:** Group Manager, Corporate Excellence  
**Date:** 08 May 2018



**TITLE: Investment of Working Capital Funds into Term Deposits**

**ID:** A1059213

**From:** Simon Crabb, Finance Manager

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**Executive Summary**

It is proposed that the authority to invest working capital funds into term deposits is delegated to the CEO in an endeavour to provide a range of day to day investment options, and the ability to execute these options in a timely manner.

Furthermore, it is proposed that the name of the Working Capital Fund is changed to the Short Term Investment Fund to reflect the predominant capital and debt servicing nature of the monies held.

The content of this paper was discussed and endorsed at an Investment Workshop, attended by the members of the Investment Subcommittee, on 24 April 2018.

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**Recommendations**

1. That the report 'Investment of Working Capital Funds into Term Deposits' by Simon Crabb, Finance Manager and dated 24 April 2018, be received.
2. That the name of the Working Capital Fund is changed to the Short Term Investment Fund.
3. That the Short Term Investment Fund's Statement of Investment Policy and Objectives (SIPO) is updated to state that term deposits of working capital are a permitted investment that may be undertaken at the discretion of the CEO.

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**Background**

Finance staff prepare and monitor a daily cashflow forecast. The 28 March 2018 forecast indicated that \$2.5M of surplus funds was available and not required until the end of May.

Due to the prevailing volatile economic climate, staff proposed that this \$2.5M should be placed into a term deposit.

There was debate whether a term deposit required prior council approval or the CEO had the delegated authority to make such an investment. Consequently, the funds were not placed into a term deposit and held in our ASB savings account pending subcommittee clarification.

At the Investment Subcommittee Workshop, on 24 April 2018, it was considered that:

- Term deposits and externally managed funds are two totally separate mechanisms and working capital can be invested in either.
- Working capital management is a day to day operation that revolves around a quarterly rating income cycle, and is the responsibility of the CEO.
- The Working Capital Fund predominantly holds monies that are tagged for one off, future capital purchases and rates collected for the repayment of debt, and the fund should be renamed the 'Short Term Investment Fund'.
- A paper should be presented to council to formally approve the name change and the CEO delegation.

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## Considerations

### 1. Options

No.	Option	Advantages	Disadvantages
1	Amend the Working Capital Fund Statement of Investment Policies and Objectives to state that term deposits are a permitted investment at the discretion of the CEO	Clarity around the governance of working capital, and the authority to invest in a term deposit in a timely manner.	Council will not have the opportunity to discuss the merits of a term deposit as an alternative investment to a Fund Manager.
2	Status quo	Council will have the opportunity to discuss the merits of a term deposit (prior to its placement) as an alternative investment to a Fund Manager.	Confusion will continue to exist around the governance status of working capital monies being invested into term deposits.  Under a cautious governance approach a decision to invest in a term deposit will require council approval. The time frame to present a paper to, and acquire approval from council will necessitate that funds are temporarily held in council's transactional saving account earning significantly less interest revenue than both a term deposit or a managed fund.

The staff's recommended option is 1.

### 2. Significance and engagement

In relation to section 79 of the Local Government Act 2002, this decision is considered to be of low significance because it is part of council's day-to-day activities and is in accordance with the approved Treasury Management Policy

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

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

## Further considerations

### 4. Community views

The impact of investing in externally managed funds and term deposits has been consulted on with the community through the 2015–25 Long Term Plan consultative procedure in accordance with s82 of the Local Government Act 2002.

### 5. Māori impact statement

Targeted consultation on the council's intention to invest in externally managed funds and/or term deposits was undertaken with iwi as part of the 2015–25 Long Term Plan consultation process using existing relationship channels.

### 6. Financial implications

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 period; and historical returns do not necessarily form the basis for forecasted future returns.

### 7. Implementation issues

There are no implementation issues that council needs to be aware of.

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## Authorised by Group Manager

**Name:** Dave Tams  
**Title:** Group Manager, Corporate Excellence  
**Date:** 30 April 2018

**TITLE: Making the Regional Policy Statement Genetically Modified Organisms Provisions Operative**

**ID:** A1059966

**From:** Ben Lee, Policy Development Manager

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**Executive summary**

The purpose of this report is to:

- Update council on the recent Environment Court decision on the genetically modified organisms provisions (GMO) in the Regional Policy Statement and its implications.
- Approve the Regional Policy Statement in full and make it operative.

Council, in its role of considering, hearing and deciding on the submissions requesting the inclusion of GMO provisions in the Proposed Regional Plan, is obliged to consider the Regional Policy Statement GMO provisions as part of the suite of matters it must consider when coming to its decision.

It is recommended that the Regional Policy Statement be made operative in full on 14 June 2018.

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**Recommendations**

1. That the report 'Making the Regional Policy Statement Genetically Modified Organisms Provisions Operative' by Ben Lee, Policy Development Manager and dated 26 April 2018, be received.
2. That Issue 2.6(g), Policy 6.1.2 and Method 6.1.5 and related explanations of the proposed Regional Policy for Northland be approved in accordance with Clause 17, Schedule 1, Resource Management Act 1991.
3. That Thursday 14 June 2018 is the date Issue 2.6(g), Policy 6.1.2 and Method 6.1.5 and related explanations of the Regional Policy for Northland become operative, in accordance with Clause 20, Schedule 1, Resource Management Act 1991.

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**Background**

The proposed Regional Policy Statement (RPS) was notified on 8 October 2012. There were nearly 1000 submissions and 22 hearing days. Council adopted the hearing committee recommendations on 17 September 2013. Sixteen appeals were lodged with the Environment Court on a range of matters, including the genetically modified organisms (GMO) provisions.

The GMO provisions are Issue 2.6(g), Policy 6.1.2 and Method 6.1.5.

The GMO appeals were split into two matters – the legal question of whether councils can regulate GMOs, and the merits of the RPS including GMO provisions. The Environment Court agreed that a determination on the legal question was necessary before moving on to considering the merits argument. The legal question was first tested in the Environment Court – the court confirmed that council can legally regulate GMOs in the RPS<sup>1</sup>. This decision was then appealed by Federated Farmers to the High Court – the High Court upheld the Environment Court's decision<sup>2</sup>. Federated

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<sup>1</sup> Decision issued 24 April 2015.

<sup>2</sup> Decision issued 31 August 2016.

Farmers then appealed to the Court of Appeal<sup>3</sup>. A hearing date was set but Federated Farmers withdrew its appeal before the hearing<sup>4</sup>.

The Environment Court then had the job of considering the merits arguments. As part of the negotiations, all the parties agreed on retaining Issue 2.6(g) as worded, which left Policy 6.1.2 and Method 6.1.5. Whangarei District Council (and others) sought amendments to Policy 6.1.2 and Method 6.1.5 as follows:

**6.1.2 Policy - Precautionary approach**

*Adopt a precautionary approach towards the effects of climate change and introducing genetically modified ~~plant~~ organisms to the environment where they are scientifically uncertain, unknown, or little understood, but potentially significantly adverse.*

**6.1.5 Method – Statutory plans and strategies**

*The regional and district councils should apply Policy 6.1.2, when reviewing their plans or considering options for plan changes and assessing resource consent applications, ~~but should not include plan provisions or resource consent conditions that attempt to address liability for harm.~~*

**Explanation:**

*Method 6.1.5 implements Policy 6.1.2. ~~The method discourages councils from attempting to change the liability regime for potential harm from genetically modified plant organisms because there is no strong basis for regional or local liability controls.~~*

The contested issue for Policy 6.1.2 was whether the word ‘plant’ should be deleted, which would mean the policy would also apply to genetically modified animal organisms. The changes to the method would remove the explicit limitation of councils’ addressing liability for harm (from GMOs).

During the lead-up to the Environment Court’s consideration of the merit arguments, the parties ended up agreeing on the changes to Method 6.1.5 and its explanation.

The parties also agreed that the Environment Court could make its decision ‘on the papers’, which meant the parties would table its legal submissions with the court, and the court would make a decision without a hearing.

On 12 April 2018, the Environment Court issued its decision and confirmed the changes to Policy 6.1.2 and Method 6.1.5 as set out above, and the associated explanations.

**What do the policy and method mean for council?**

The policy requires that council adopt a precautionary approach towards introducing GMOs. The method directs that council should (not must) apply the policy when reviewing its plan or considering a plan change. Neither the policy or method require council to include GMO provisions in the Regional Plan.

Council, in its role of considering, hearing and deciding on the submissions requesting the inclusion of GMO provisions in the Proposed Regional Plan, is obliged to consider the policy and method as part of the suite of matters it must consider when coming to its decision.

It is important to note that Policy 6.1.2 does not direct a ban on introducing GMOs – that is only one possible outcome. Taking a precautionary approach does not require total risk avoidance.

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<sup>3</sup> Leave to appeal to the Court of Appeal was granted 22 December 2016. The notice of appeal was lodged 10 February 2017.

<sup>4</sup> The Court of Appeal confirmed the abandonment of the appeal on 31 October 2017.

### Making the RPS fully operative

Now that the appeals are resolved it means that these provisions can be made operative. This will mean that the entire Regional Policy Statement will be operative<sup>5</sup>. The recommendation is that the operative date be 14 June 2018. This accounts for the requirement to give at least five working days' notice of the operative date and gives time to arrange the public notification.

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## Considerations

### Options

No.	Option	Advantages	Disadvantages
1	Approve RPS Issue 2.6(g), Policy 6.1.2 and Method 6.1.5 and make these provisions operative.	Will make the RPS fully operative.  Follows the legal process.	None.
2	Don't approve RPS Issue 2.6(g), Policy 6.1.2 and Method 6.1.5 and don't make these provisions operative.	None.	Likely to be unlawful. RMA doesn't allow for council to withdraw parts of a RPS after the Court hearing.

The staff's recommended option is option 1.

### 2. Significance and engagement

The decisions detailed in this report are in accordance with the processes set out in the First Schedule of the Resource Management Act 1991. Pursuant to section 76(5) of the Local Government Act 2002, the requirements of the Resource Management Act 1991 take precedence.

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

Approval of the provisions in the RPS is a council function under Clause 17, Schedule 1, of the Resource Management Act 1991. Once approved, council is required to publicly notify the date the RPS becomes operative under Clause 20, Schedule 1 RMA. The decisions recommended are consistent with these legislative requirements.

There is no liability per se to council of making a high-level policy and method operative as it does not direct a particular management approach. Any liability that may arise from a particular management approach is detail that council will need to consider as part of considering submissions on the Proposed Regional Plan.

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<sup>5</sup> The Regional Policy Statement, except for the GMO provisions, was made operative on 9 May 2016.

### **Further considerations**

Being a purely administrative matter, community views, Māori impact statement, financial implications and implementation issues are not applicable.

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### **Authorised by Group Manager**

**Name:** Colin Dall  
**Title:** Group Manager - Regulatory Services  
**Date:** 08 May 2018

**TITLE: Te Taitokerau Māori and Council Working Party: New member confirmation**

**ID:** A1062509

**From:** Rachel Ropiha, Kaiarahi - Kaupapa Maori

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**Report**

This report seeks council endorsement for a new member to join council's Te Taitokerau Māori and Council Working Party (TTMAC).

The Terms of Reference (TOR) for TTMAC allows for a membership of 30, comprising five elected and 25 non-elected members. Currently there are 21 non-elected members on TTMAC.

In March council received a nomination from Ngāti Tara of Ngāti Kahu for a position on TTMAC. The nomination was tendered with the necessary paper work and has been considered by both the TTMAC Co-Chair, Councillor Dimery and Council Chair, Bill Shepherd at the TTMAC May agenda preview meeting. Having satisfied the provisions of nomination as per the TOR for TTMAC, this nomination now requires council endorsement to formalise this membership.

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**Recommendations**

1. That the report 'Te Taitokerau Māori and Council Working Party: New member confirmation' by Rachel Ropiha, Kaiarahi - Kaupapa Māori and dated 2 May 2018, be received.
2. That Victor Holloway, representing Ngāti Tara, be endorsed as a new member of Te Taitokerau Māori and Council Working Party.
3. That staff write to Ngāti Tara and their representative, Victor Holloway, advising of their successful nomination and provide the necessary new member information.

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**Considerations**

**1. Options**

No.	Option	Advantages	Disadvantages
1	Endorse the recommendation	Providing for this membership sees the inclusion of a hapū who have not previously been involved with this working party.  The decision will be in line with the Terms of Reference for TTMAC which has been endorsed by council.	Nil



2	Reject the recommendations	Nil	Would not be conducive to the relationship council is trying to nurture with wider iwi.  Would be inconsistent with the Terms of Reference council has previously endorsed.
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The staff's recommended option is option one.

## 2. Significance and engagement

In relation to section 79 of the Local Government Act 2002, this decision does not trigger council's Significance and Engagement Policy and is considered to be of low significance as the working party, terms of reference and budget have been previously consulted on through Long Term Plan and Annual Plan processes. This does not mean that this matter is not of significance to tangata whenua but that council is able to make a decision relating to this matter without undertaking further consultation.

## 3. Policy, risk management and legislative compliance

The recommended decision is consistent with the TTMAC Working Party terms of reference.

### Further considerations

Whilst this is a purely administrative matter, community and Māori views have previously been canvassed through both the Long Term and Annual Plan process, with the concept of receiving support. Therefore, further consultation is not required.

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### Authorised by Group Manager

**Name:** Jonathan Gibbard

**Title:** Group Manager - Governance and Engagement

**Date:** 08 May 2018

**TITLE: Kawakawa Hundertwasser Park Centre: Extension of time limit on conditions of funding**

**ID:** A1062618

**From:** Darryl Jones, Economist

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**Executive summary**

This report seeks council's agreement to extend by six months the deadline given to the Kawakawa Hundertwasser Park Trust (Trust) to meet the conditions associated with the Impact Investment funding of \$500,000 (excluding GST) allocated to the Trust by council in July 2017 for the construction of the Kawakawa Hundertwasser Park Centre (Te Hononga).

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**Recommendations**

1. That the report 'Kawakawa Hundertwasser Park Centre: Extension of time limit on conditions of funding' by Darryl Jones, Economist and dated 2 May 2018, be received.
2. That council agrees that the deadline by which the Chief Executive Officer must be satisfied that the conditions set out in resolution 6 of agenda item 7.1 of council meeting dated 18 July 2017 are met otherwise council's support for the project is likely to be withdrawn be extended from 30 June 2018 to 31 December 2018.

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**Background**

At its meeting on 18 July 2017 council agreed to allocate \$500,000 (excluding GST) from the Investment and Growth Reserve (IGR) as Impact Investment funding to the Kawakawa Hundertwasser Park Community Trust (Trust) to support the construction of the Kawakawa Hundertwasser Park Centre.

In addition, council agreed to make available to Far North Holdings Ltd or Far North District Council a loan facility of up to \$318,000 (plus GST) at a rate of 7% per annum for a term of up to five years from the Investment and Growth Reserve as a further funding commitment to support the development of the Kawakawa Hundertwasser Park Centre.

Council also set the following conditions that need to be satisfied before the allocated funding was provided to the Trust, requiring these be met by 30 June 2018 otherwise council's financial support for the project is likely to be withdrawn.

1. All necessary building and resource consents are obtained.
2. A fixed price construction tender that permits the project to proceed is secured.
3. Confirmation that funding required to cover the development of the Kawakawa Hundertwasser Park Centre has been obtained.
4. Details regarding the content of the gallery/museum component, and the conditions under which portions of the Kawakawa Hundertwasser Park Centre will be made available to the community.
5. Evidence of support for the project from the Hundertwasser Non-Profit Foundation.
6. A formal commitment from Far North Holdings Limited that should the Kawakawa Hundertwasser Park Centre ever be sold to a private operator the \$500,000 financial investment by Northland Regional Council will become repayable on settlement of sale.
7. An agreed list of performance and quarterly reporting mechanisms.

8. Appropriate security arrangements are put in place for the loan facility if taken up.

At a workshop on 10 April 2018, council was provided by the Trust with an update on the progress made in developing the Kawakawa Hundertwasser Park Centre / Te Hononga. While considerable progress has been made, including with regard to building design, fundraising, and legal processes, substantial work remains to be done to bring the project into reality. It was made clear at the workshop that many of the conditions associated with council funding would not be met by 30 June 2018.

Therefore following the workshop the council's Chief Executive Officer wrote to the Trust requesting a formal update and a revised date by which they anticipated all the conditions of funding can be met.

The response from the Trust indicates that they anticipate the conditions of funding can be met by 30 October 2018 (Attachment One).

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## Considerations

### 1. Options

No.	Option	Advantages	Disadvantages
1	Agree to a six-month extension to the deadline for meeting the conditions of funding, i.e. 31 December 2017.	Allows the Trust more time to carry out the work required.  Increases the chance of the project proceeding.	Keeps the IGR funds earmarked for the project tied up for six more months should the project for some reason eventually not proceed.
2	Agree to a one-year extension to the deadline for meeting the conditions of the funding, i.e. 30 June 2018.	Allows the Trust even more time to carry out the work required.  Increases the chance of the project proceeding.	Reduces time pressure on the Trust to progress the project.  Keeps the IGR funds earmarked for the project tied up for 12 more months should the project for some reason eventually not proceed.
3	Not allow an extension to the deadline, i.e. withdraw council funding support for the project.	The money earmarked for this project would become available for allocation to other projects through the IGR.	Trust will have to secure additional funding from other sources, either delaying the construction of the facility or potentially leading to the project being abandoned.  Considerable reputational risk to council that will have to be carefully managed.

The staff's recommended option is Option 1: agree to an extension of the deadline by six months from 30 June 2018 to 31 December 2018. This option recognises that the Trust has

made considerable progress on the project over the past year since council made the initial allocation and is not far off meeting the conditions of funding while maintaining some pressure on the Trust to complete the requirements set in place by council.

## **2. Significance and engagement**

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

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

This decision is consistent with council's policy and legislative requirements.

### **Further considerations**

Being a purely administrative matter, community views, Māori impact statement, financial implications and implementation issues are not applicable.

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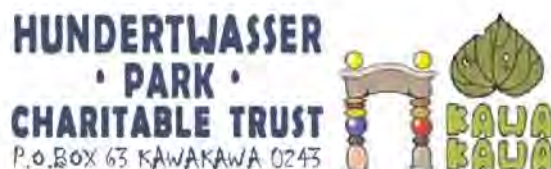
### **Attachments**

Attachment 1: Letter from Kawakawa Hundertwasser Park Charitable Trust [↓](#)

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### **Authorised by Group Manager**

**Name:** Jonathan Gibbard  
**Title:** Group Manager - Governance and Engagement  
**Date:** 03 May 2018



01 May 2018

Malcolm Nicholson  
Northland Regional Council  
Private Bag 9021  
Whangarei Mail Centre  
WHANGAREI 0148

Tena koe Malcolm

Many thanks for hosting our Kawakawa Hundertwasser Park Charitable Trust and members of our project team at your Regional Council workshop in April. Hopefully the update gave the Council confidence in the progress we have made as a Trust and community over the last nine months to make this project a reality.

As advised in your letter August 2017 the \$500,000 grant from the Investment Growth Reserve was conditional on the project reaching specific milestones by the 30 June 2018. The table on the following page details the current project status against each of those milestones.

We are on track to deliver five of the seven criteria by the deadline and are requesting Council consider an extension on two points:

- a) Building Consent Obtained, request extension to 30 September 2018**
- b) Fixed Price Construction Tender, request extension to 30 October 2018**

In light of the progress made to date and significant government and public support, your council consideration to extend the deadline by 3-4 months is greatly appreciated. Our other charitable sector funding is also dependant on this seed funding from the IGR Fund so it's critical that we can follow through with the grant.

Please do not hesitate to phone me 021 024 57571 with any questions or to arrange a time to work through any concerns or queries.

Our trust is very much looking forward to continuing with purpose and vision.

With sincere thanks

Lau'rell Pratt  
Project Facilitator

Noma Shepherd  
Chair, KHPCT

Conditions of Funding		Expected Completion Date	Progress Update
a)	All necessary building and resource consents are obtained	30/09/2018	Resource consent has been issued 16 March 2018. We have had a pre-application meeting with FNDC. Building Consent will be lodged 30 June and expected to be issued by August/September 2018 (dependant on FNDC processing times).
b)	A fixed price construction tender that permits the project to proceed is secured.	30/10/2018	Potential contractors have been identified. We will run the building consent and tender processes parallel. We expect to have agreed final tender price and announce the contractor 30 October 2018. We are working to QS report and have included the 10% contingency in our fundraising target. Work has already started on the building site, bringing soil over from Lemons Hill slip. Site works are officially on track to commence September 2018 with an anticipated open date of the new centre December 2019 (marking 20 years since the Hundertwasser Toilets were opened).
c)	Confirmation that funding required to cover the development of the Kawakawa Hundertwasser Park Centre has been obtained	30/06/2018	We have achieved 100% of the construction budget and 91% of the total project cost. This total includes the \$500,000 earmarked from NRC and \$500,000 from Foundation North granted 30/4/2018. We have one final application into Lotteries and are waiting on FNDC to confirm the \$230k grant for the toilets as the council recommended option in the LTP (co-funding the balance of the toilet build with MBIE).
d)	Details regarding the content of the gallery/museum component, and the conditions under which portions of the Kawakawa Hundertwasser Park Centre will be available to the community	30/06/2018	Details of the visitor experience are being finalised with the professional support of Story Inc. All content is on hand and is being prepared now for digitising and development. 100% of the Centre development will be available for public use with 82% operated by the KHPCT and 18% operated by FNDC under a lease arrangement (Library/Service Centre).
e)	Evidence of support for the project from the Hundertwasser Non-Profit Foundation	30/06/2018	An email 12/02/2018 confirmed that the Hundertwasser Foundation is happy with the direction of the centre and the construction method identified as Sirewall rammed earth. Joram Harel expressed we have taken necessary steps to ensure the building has a "genuine identity" and in conclusion, <i>"we liked what we saw. Wishing you a happy and creative continuation for the project."</i> KHPCT are continuing to work openly with the Foundation and their NZ representative.
f)	A formal commitment from Far North Holdings Limited that should the Kawakawa Hundertwasser Park Centre	30/06/2018	A draft Public Access, Lease Arrangement and Divestment Strategy has been prepared by the project partnership group. This document provides for public access in perpetuity and

	ever be sold to a private operator the \$500,000 financial investment by the Northland Regional Council will become repayable on settlement of sale		considers the long-term operating, management and depreciation responsibilities of the key stakeholders. This policy will be finalised over the next 8 weeks with the input from all stakeholders, including NRC.
g)	An agreed list of performance and quarterly reporting mechanisms	30/06/2018	KHPCT are happy to work with the NRC on these mechanisms according to council requirements. Each funder has different expectations and criteria with respect to fund drawdown, allocation and reporting across specific aspects of the project. We welcome your staff advice in this respect to develop a formal Fund Agreement.

Final notes:

Purchase of 56 Gillies Street	30/06/2018	FNHL are in the process of finalising this Sale and Purchase Agreement with NRC. This property is an important aspect of the development.
Loan Facility of up to \$318,000	N/A	At this stage the KHPCT do not anticipate the need for use of this loan facility.

**TITLE:** Northern Wairoa Freshwater Improvement Project

**ID:** A1062872

**From:** Imogen Field, Land Management Advisor - Dargaville

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### Executive summary

The purpose of this report is to recommend to make the Northern Wairoa Freshwater Improvement Project (NWFIP) a working group of the Natural Resources Working Party, so three non-salaried members can be remunerated under the Appointed Members' Allowances Policy.

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### Recommendations

1. That the report 'Northern Wairoa Freshwater Improvement Project' by Imogen Field, Land Management Advisor – Northern Wairoa FIP and dated 3 May 2018, be received.
  2. That the Northern Wairoa Freshwater Improvement Partnership be made a working group of the Natural Resources Working Party.
  3. That Chantez Connor-Kingi, Hoori Kingi and Allan Halliday of the Northern Wairoa Freshwater Improvement Partnership be remunerated for attendance at partnership meetings as per the Appointed Members' Allowances Policy. If these members resign or new members are appointed, approval for remuneration changes will be sought from Council accordingly.
- 

### Background

The Northern Wairoa Freshwater Improvement Partnership (the partnership) is the steering group for the Northern Wairoa Freshwater Improvement Project. This was established when funding was secured through the Ministry for the Environment's Freshwater Improvement Fund. The project is a collaboration of agencies working toward freshwater quality improvement in the northern Wairoa River and tributaries. These agencies include; Reconnecting Northland, Manaaki Whenua/Landcare Research, Million Metres Streams Project, DoC/Fonterra Living Water Partnership, Integrated Kaipara Harbour Management Group, Te Uri o Hau, Te Roroa, Ngā Kaitiaki o Ngā Wai Māori and the Northland Regional Council.

This is a five-year project (2018-2022) and aims to reduce sediment and microbial contaminants in the Northern Wairoa River and its tributaries. This will be done by working with landowners and managers to implement sustainable land management practices through farm environment plans informed by mātauranga Māori.

A risk and equality issue to this project is that some representatives on the partnership are not remunerated by their respective parent organisations. This could mean they are less likely to turn up to meetings when their other workloads increase or priorities change. The partnership would like to be able to remunerate them to mitigate this risk and ensure each partner is being rewarded for the work they are doing in this project.

It is recommended to remunerate three members at the standard allowance rate of \$170/day and vehicle mileage allowance of \$0.73/km for attendance at partnership meetings. Members must reside in Northland to be eligible for this. The three members currently eligible are Chantez Connor-Kingi, Hoori Kingi and Allan Halliday from Ngā Kaitiaki o Ngā Wai Māori, this is a collective of seven hapū from around the Hikurangi swamp area. Having a larger representation from this group ensures the diverse perspectives from each hapū are voiced and recognised. If any of these members resign or new ones start, approval will be sought from council accordingly. Negotiations



are taking place with kaitiaki from Te Uri o Hau to appoint a member who may require remuneration, this will be brought to council in a future recommendation.

At the 1 May 2018 council workshop an update on this project and its structure and an overview of this recommended decision was provided to council.

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## Considerations

### 1. Options

No.	Option	Advantages	Disadvantages
1	<p>To make the NWFIP a working group of the Natural Resources Working Party</p> <p>Non-salaried partners are remunerated as per the Appointed Members' Allowances Policy</p>	<p>There would be a formalised link between the NWFIP and the council.</p> <p>The visibility of the project would be increased for council.</p> <p>Non-salaried members would be remunerated for attendance at quarterly partnership meetings.</p> <p>This agreement would allow us to formally recognise any changes in the representation on the partnership and introduce them accordingly.</p>	<p>No identifiable disadvantage to council or this project</p>
2	<p>Maintain the current role of NWFIP within the project</p>	<p>Very minor savings in operational budget.</p>	<p>Potential for non-salaried partners to become disengaged and big loss to the project.</p>

The staff's recommended option is option1.

### 2. Significance and engagement

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

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

The Appointed Members' Allowances Policy – In order to be eligible for allowances, the membership and meeting schedule must be approved by council resolution.

## Further considerations

### 4. Community views

Project staff believe this decision will strengthen the project MEA (Mana Enhancing Agreement) as a fair and equitable partnership agreement and terms of reference.

**5. Māori impact statement**

The non-salaried members included for remuneration are all tangata whenua representatives.

**6. Financial implications**

The project has sufficient budget to fund this recommendation.

**7. Implementation issues**

None identified as the recommendation is specific to this particular project.

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**Authorised by Group Manager**

**Name:** Bruce Howse  
**Title:** Group Manager - Environmental Services  
**Date:** 08 May 2018

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

**ID:** A1058663

**From:** Bill Shepherd, Chairman

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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 April 2018.

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### **Recommendation**

That the report 'Chair's Report to Council' by Bill Shepherd, Chairman and dated 23 April 2018, be received.

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### **Strategic issues**

#### **Long Term Plan submissions**

Preliminary analysis of the Long Term Plan (LTP) submissions appears to indicate quite strong support for the council's proposals in the Consultation Document. Detailed consideration of these submissions will take place at our LTP Deliberations meeting on 16 May 2018, which is the day after this council meeting.

#### **Economic development of the region**

The Northland Regional Council remains committed to the economic development of our region. It is only growth in our local economy that can provide more and better jobs for the people who live here. It is more and better jobs that will ultimately lift our region from the bottom of the heap socio-economically.

Northland Inc. is a hugely important entity for driving that economic development and the council is delighted to have received applications from many highly talented people for positions on the board of Northland Inc. Appointments will be made in time for the start of the new financial year on 1 July 2018.

In the meantime, we would still like to see better engagement from the district councils in a joint effort through participating in a jointly owned Council Controlled Organisation (CCO). Ultimately having all four councils in the region as joint owners of Northland Inc. would be a great outcome.

#### **Meeting with Hon Phil Twyford - Minister of Transport**

The members of the Northland Mayoral Forum were disappointed by Minister Twyford's response to our request to keep the four lane highway between Northland and Auckland on the Government's plan when we met in Wellington on 11 April.

Our disappointment became even more intense with the Government's announcement of a \$28 billion transport plan for Auckland. Whilst Northland has always supported the importance of dealing to Auckland's transport woes as being critical to the progress of New Zealand Inc., and stood in line while major projects like improvements to Spaghetti Junction and the constructing of the Waterview tunnel were completed, in our view it was Northland's turn for significant investment.

If the Government is serious about economic development in Northland, it needs to properly sort out our major transport lifeline, State Highway 1, and not just tinker with it!

## Meetings/events attended

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

- Meetings attended with the council's CEO, Malcolm Nicolson:
  - Offsite Strategic Planning Workshop for councillors and group managers held at Tutukākā.
  - Working lunch with New Zealand Transport Agency Chief Executive, Fergus Gammie – briefing on the new Government Policy Statement.
  - Office of Treaty Settlements (Maureen Hickey, Nigel Fyfe and Paul Beverley) – Kaipara Harbour Treaty Settlement arrangement: proposed co-governance structure.
  - Teleconference call with Kaipara District Council on the Rogan Court of Appeal judgement and moving forward.
  - UNISA Mayors and Chairs meeting in Auckland – Hon Nania Mahuta, Minister of Local Government, attended the meeting to discuss the following issues:
    - The reintroduction of community well-being to the Local Government Act;
    - 3 Waters;
    - Funding of infrastructure; and
    - The Provincial Growth Fund.
  - Transport Summit 2018 held in Wellington. Councillors John Bain and Paul Dimery, and Transport Manager, Chris Powell, also attended.
  - The Northland Mayoral Forum Mayors/Chair and CEOs met with the Local Government Commissioner, Brendan Duffy, and Local Government Commission staff – discussion on progress with collaboration between councils in Northland.
  - Bryce Cooper, NIWA; and Strategic Projects Manager, Phil Heatley – Kingfish project.
  - Teleconference calls with Simpson Grierson – Rogan case.
- Midterm reviews of council performance through one on one catch up meetings with councillors.
- Tai Tokerau Northland Economic Action Plan Advisory Group meeting.
- Craig Brown and Jim Kilpatrick – Ngunguru Sandspit purchase proposal. Councillors Paul Dimery and Rick Stolwerk also attended.
- Regular fortnightly Northland Mayoral Forum teleconference calls.
- Councillor John Bain and I attended the Local Government Road Safety Summit held in Wellington.
- The Northland Mayoral Forum Mayors, Councillor John Bain and I attended a meeting with Hon Phil Twyford, Minister of Transport, in Wellington regarding roading issues.
- Group Manager – Regulatory Services, Colin Dall, and I presented Northland Regional Council's submission to Far North District Council's Long Term Plan.
- Vaughan Cooper and Luke Beehre, Northern Inc. – Extension 350 project update.
- Councillor John Bain and I attended a presentation with the Ministry of Transport and New Zealand Transport Agency on the new draft Government Policy Statement.

## Correspondence

During April I sent out the following correspondence:

Date	Addressed To	Subject
10.04.18	Fred Tito	Postponement of the tree planting at Te Wai a Ariki Mara Kai
10.04.18	Bridget Sprouls	Concerns over use of Roundup
18.04.18	To Whom It May Concern	Letter of support for application by Stan Semenoff for position on NZTA Board
30.4.18	Nigel Fyfe Deputy Secretary – Lead Negotiator Office of Treaty Settlements	Kaipara Moana Treaty Settlement negotiations

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

**ID:** A1058676

**From:** Malcolm Nicolson, CEO

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### Executive summary

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

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### Recommendation

That the report 'Chief Executive's Report to Council' by Malcolm Nicolson, CEO and dated 15 May 2018, be received.

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#### 8.2.1 HIGHLIGHTS

##### NZ Port and Harbour Marine Safety Code Safety Management System Peer Review and Final Report

"I am pleased to advise that the Safety Management Systems (SMS) for Whangārei and Bay of Islands port and harbour has been assessed and found to be consistent with the requirements of the New Zealand Port and Harbour Marine Safety Code (the Code) 2016.

The panel concluded that the arrangements, measures, operating procedures and processes in the Whangārei and Bay of Islands Safety Management systems are sufficiently robust, credible and effective to manage the regional maritime risks and reflect best practice.

We commend all parties for their genuine concern to ensure there is a robust system in place for the management of safe navigation of vessels through the harbours managed by the Northland Regional Council." - Perry D'Souza, Ports of Auckland pilot and Chair of the review panel.

##### Marine Pathway Plan approved

The Marine Pathway Management Plan appeal mediation hearing was undertaken on Thursday 26 April at the Environment Court in Auckland. The signed mediation agreement and associated amendments to the plan have been approved by Judge Smith. The mediation agreement included improvement ensuring engagement and collaboration with the Northland Marinas Group. Regular meetings will be held with the Northland Marinas Group to discuss implementation of the pathway plan.

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#### 8.2.2 CEO'S OFFICE

##### SHARED SERVICES

Northland councils are working together on applications for the Provincial Growth Fund a part of the Northland Forward Together's advocacy program 'One Voice'. A working party comprising of the four councils, Northland Inc. and NTA has been established. 11 applications went earlier this May of which council was heavily involved in three: Northland Forestry Project, Water Storage and Kaitaia Flood Mitigation.

##### COUNCIL PROPERTY UPDATE

###### Commercial

The purchaser of a Council CBD property has completed due diligence and is satisfied, PWA conditions are now met and settlement is mid-May.

Council has purchased a significant freehold property in Whangarei which has settled.

### **8.2.3 CORPORATE EXCELLENCE**

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#### **FINANCE**

##### **Fraud Declaration**

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

#### **INFORMATION SERVICES & TECHNOLOGY**

##### **Cyber Security**

The online cyber security education program continues to measure staff awareness of phoney emails. Compared to the baseline campaign 'click through rate' of 18.79%, the average click through rate for this quarter has reduced to is 5%.

##### **ALGIM Finalist**

The ALGIM Autumn Conference combines the geospatial and information management professions of local government and provides an opportunity to submit high value projects undertaken within council. Our GIS team have worked closely with Hydrology to improve 'An Enhanced Picture of Water Allocation in Northland' by implementing a new Water Allocation Tool that provides improved accuracy and capabilities. The Water Allocation Tool has been selected as a finalist for the GIS Project of the Year award, with the winners to be announced on 14 May.

<https://algim.org.nz/ALGIM-News/6122086>

### **8.2.4 REGULATORY SERVICES**

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#### **PLANNING AND POLICY**

##### **Proposed Regional Plan**

Hearings are scheduled to start in August 2018. Staff are preparing their recommendation reports for the hearings. Submitters will be contacted in the next few weeks to start organising scheduling of hearing times and locations. Hearing locations for all except the genetically modified organisms (GMO) submissions will be Kaitaia, Kerikeri, Whangarei and Otiria Marae. The GMO submissions are likely to be heard in Whangarei.

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

Please refer to agenda item 6.1.

##### **National Environmental Standard for Plantation Forestry**

The National Environmental Standard for Plantation Forestry (NES-PF) came into force on 1 May 2018 with several late amendments. Councils are required to amend their regional and district plans to remove any duplication or conflicting provisions (without using Schedule 1 RMA processes). For the most part this means clarifying which plan provisions are covered by the NES-PF and no longer apply to plantation forestry activity. However, the NES-PF does allow more stringent provisions to remain in certain circumstances. Staff are currently assessing the changes required to regional plan provisions and will bring recommended changes to council in due course. Staff have also been working with the RMA Forestry Group on implementation issues to ensure a smooth transition to the NES-PF regime.

## District Council Plan Changes

### Whangarei District Council

Council has joined three appeals on Whangarei District Plan Change decisions with a view to ensuring the Regional Policy Statement is implemented appropriately. Staff attended a call-over meeting of the Environment Court 24 April 2018. This was an initial meeting of appellants and section 274 parties to set out a timetable for mediation of the appeals. The Environment Court will issue a minute finalising the mediation timetable.

### Land use and subdivision applications

During April 2018, 14 resource consent applications were received from the district councils. No comments or submissions have been lodged to date.

### Consents in Process

During April 2018, a total of 74 Decisions were issued. These decisions comprised:

5	Moorings
17	Coastal Permits
0	Air Discharge Permits
21	Land Discharge Permits
2	Water Discharge Permits
9	Land Use Consents
13	Water Permits
7	Bore Consents

The processing timeframes for the April 2018 consents ranged from:

- 1755 to 3 calendar days, with the median time being 44 days;
- 1129 to 2 working days, with the median time being 27 days.

23 Applications were received in April 2018.

Of the 99 applications in progress at the end of April 2018:

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

### Appointment of Hearing Commissioners

The following commissioners were appointed for one consent hearing in April 2018:

- Mrs Sharon McGarry and Cr Justin Blaikie for consents associated with existing activities relating to a boat maintenance operation and a proposed upgrade of the facilities in Walls Bay, Ōpua. The hearing is scheduled for 17 May 2018.

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

The current level of notified application processing activities at the end of April 2018 is (by number):

▪ Applications Publicly/Limited Notified During Previous Month	1
▪ Progress on Applications Previously Notified	4



- Hearings and Decisions 2
- Appeals/Objections 2

### Compliance and State of the Environment monitoring

The results of compliance monitoring for the period 1 – 30 April 2018 (and year-to-date figures) are summarised in the following table and discussed below.

Classification	Total	Full compliance	Non-compliance	Significant non-compliance	Not exercised during period
Air discharges	22	21	1	0	0
Coastal permit	128	102	13	7	6
Discharge permit	178	131	18	7	22
Land use consent	166	146	11	0	9
Water permit	277	184	71	0	22
<b>Total</b>	<b>771</b>	<b>584</b>	<b>114</b>	<b>14</b>	<b>59</b>
<b>Percentage</b>		75.8%	14.8%	1.8%	7.7%
<b>YTD</b>	<b>5242</b>	<b>3799 (72.5%)</b>	<b>883 (16.8%)</b>	<b>260 (5%)</b>	<b>300 (5.7%)</b>

#### Air discharges

A total of 29 air quality related environmental incidents were received, 23 of which related to burning and smoke nuisance and 4 to odour nuisance.

Continuous ambient PM<sub>10</sub> monitoring results for March 2018 for the Whangārei, Marsden Point and Kaikohe airsheds showed that compliance was met with the National Environmental Standards for Air Quality (NESAQ). PM<sub>2.5</sub> monitoring results for Whangārei were within the Ambient Air Quality Guideline value. Monitoring of the Kaikohe airshed commenced on 17 March 2018.

#### Coastal

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

Quarterly deployment of the water quality buoys at Hātea River and Waitangi estuary was undertaken. The buoys will remain in place for one month.

Broadscale habitat mapping of the Ruakākā estuary and the collection of aerial photography was carried out.

#### Hazardous Substances

- 782.3kg of hazardous wastes was disposed of.
- 18 enquiries regarding contaminated land were received and responded to.

#### Discharge and Land Use monitoring

Council attended the following during the reporting period:

- Monthly meeting with compliance officers from the Whangarei District Council.
- RMA Northland Forestry Development sub-group meeting to discuss implementation of the National Environmental Standard – Plantation Forestry (NES-PF).
- RMA Northland Forestry Development Group meeting.

A meeting was also held with staff from the Whangārei, Kaipara and Far North district councils to establish simple processes for implementation of notification under the NES-PF. NRC has developed an online form for foresters to use and will supply the information to each of the district councils.

### Environmental Incidents

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

### Enforcement

#### Abatement Notices

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

Illegal take/dam/diversion	1
Earthworks	1
Sewage	1

#### Infringement Notices

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

Deposit in CMA	1
Sewage	1
Discharge trade & industrial premise to air	1

### Other Enforcement

#### Spray damage to significant indigenous wetland

Charges were laid against a land owner and the contracting company for spray damage to a significant indigenous wetland in Basin Road, Baylys Beach. Sentencing took place on 23 and 24 April 2018 in the Whangarei District Court. The landowner pleaded guilty and was ordered to pay costs to council of \$4,000. An enforcement order was also issued requiring fencing and remediation of the wetland. The spray contractor was discharged without conviction, but was ordered to pay costs of \$4,000 to the council. The contractor also agreed to pay one-third (maximum of \$20,000) towards the wetland fencing and remediation costs.

#### Dumping and burning of demolition waste

Charges have been laid against two companies, two individuals (associated with the two companies) and a landowner for the dumping and burning of demolition waste near Kaikohe. Full disclosure was completed on 22 February 2018. No court dates have been set. Pleas have not yet been entered.

#### Abatement notice appeals

An abatement notice issued for the discharge of odour and dust from a trade and industrial premise in Whangārei has been appealed. Mediation was held on 16 March 2018 in Whangārei. An agreement was reached on the interim steps to be taken on the site and the provision of a report by

the appellant which will be reviewed by an expert appointed by the council. A further remediation date, if needed, has been set for 23 May 2018.

### **8.2.5 ENVIRONMENTAL SERVICES**

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#### **LAND MANAGEMENT**

##### **Environment Fund Update**

The focus is on signing off the Environment Fund projects. To date 69 projects totalling \$263,986 have been completed.

##### **Farm Water Quality Improvement Plans (FWQIP)**

Year to date 129 FWQIP's have been commenced, 141 have been completed, with a further 139 in progress.

##### **Northern Wairoa FIF Project**

- The first hui with the tangata whenua representatives are being scheduled for this financial year. This will begin the development of mātauranga Māori for farm environment plans.
- Priority sub-catchments and criteria are being established with the partners to prepare for grant projects and farm environment plans next financial year.
- As the project started later than expected, there will be an underspend this financial year. Arrangements are being made to utilise this next financial year, which staff will seek council approval for at the appropriate time.

##### **Nursery**

- An audit has been completed in the nursery for this season's supply.
- There is potentially 6000 3m poles available for erosion control projects.
- Blocks 1,2, and three have been leader pruned.
- Contractors have been engaged for the next stages of site development – a new entrance drive with Flyger Road, Culvert crossing between blocks, and new internal metalled access ways. This work is planned to start in the next two weeks - weather permitting.
- Following this the area will be subject to a survey for row and headland placement. A primary treatment spray to eliminate pasture weeds and then the planting strip will be cultivated.

#### **BIODIVERSITY**

##### **FIF Dune Lakes Project**

Staff met with Far North iwi to discuss a draft agreement to work collaboratively on the dune lakes project and set up a Leadership Group. It is proposed that the Leadership Group will comprise eight mana whenua groups, district councils, DOC, Fish and Game, MPI and the NRC. The project is also proposing to fund five part-time Maruwai Kaiwhakahaere (community co-ordinators) to facilitate merging mātauranga Māori and science for monitoring of proposed management actions with the FIF lakes.

##### **Check Clean Dry programme**

The summer Check Clean Dry programme has been completed for the year and the final report submitted to the Ministry for Primary Industry (MPI) who co-ordinate the programme nationally. A total of 283 freshwater user surveys were completed in Northland, the third highest regional total. Over the summer season an estimated 2,000 people were reached and in addition collateral packs were provided to a range of organisations and businesses to pass on to their customers.

## **CoastCare**

Site visits and meetings have been held with CoastCare group members and other stakeholders to review and plan dune restoration projects at various sites including: Ahipara, Tokerau Beach, Taipā, Otamure Bay (Whananaki North), Mangawhai Heads and Lang Beach.

## **Wetland advice**

Four site visits were carried out to provide advice on wetland protection and enhancement and biodiversity plan are in progress. One wetland is within Rayonier Forestry in the Topu A block, Pouto Peninsula and advice is supplied on mitigating pine harvesting impacts on the wetland in accordance with consent. One visit was in conjunction with Department of Conservation FIF project for water quality improvement for the Waipoua River headwaters. Staff are working with DOC to liaise with the landowner to fence the wetland under Efund and to provide information on rules regarding activities in wetlands.

## **BIOSECURITY**

### **Wallaby Response**

Staff have initiated a full incursion response to a reported wallaby sighting in Waimamaku, South Hokianga. Wallaby are listed as an Exclusion Pest under the Regional Pest Management Plan and are not known to be present in Northland. Specialist experienced response contractors have been engaged to help manage the response operation. Initial surveillance using high tech thermal imaging equipment, baited motion detection cameras and DNA testing of scat and fur have not yet re-confirmed the presence of wallaby. Specialised wallaby detection dogs and handlers are scheduled to survey the area, and ongoing surveillance is planned over the coming weeks. Eradication response plans are currently being developed if a detection is found. Regular situation reports will be provided as new information/events occur.

### **Incursion Response**

#### **Mycoplasma bovis**

Depopulating of all infected properties is currently ongoing. Nationally, there are 32 infected properties, 31 of which are located in the South Island, the other being located in Hawkes Bay which has since been depopulated.

### **Myrtle Rust -update as at 20 April 2018**

There are now over 623 confirmed sites over Myrtle Rust in New Zealand, areas include Bay of Plenty (140), Northland (19), Taranaki (250), Waikato (67), Auckland (95), Manawatu (5), Coromandel (1), Gisborne (2), Tasman (2) and Wellington (34).

Fifteen new Myrtle rust sites have been detected in Northland during the month of April - the first since Myrtle rust was first discovered in Northland during May 2017. MPI currently have surveillance teams working in the Kerikeri area to assess the extent of the Myrtle rust incursion before deciding on a plan of action.

The Myrtle rust response is currently going through a transition phase into 'long term management' - what form this will take has yet to be confirmed. There are no restrictions on plant movements or planting throughout New Zealand.

### **Marine Pest Charter Group - Update**

A meeting was held on 19 April with the Northland Marinas Group to feedback the results of this season's hull surveillance programme and improve areas of collaboration. In conjunction with this, the vessel quarantine facility was deployed to train new marine biosecurity staff and ensure compliance with the requirements of the amended resource consent. Concurrently, the diver surveillance team were inspecting Tutukaka Marina & associated structures and seabed as per a NRC/MPI surveillance agreement. No Mediterranean fanworm were identified during this extensive search.

### **Kauri Dieback**

Staff have been in contact with the NZ Walking Commission again this month regarding Kauri Dieback (KDB). They are aware of the seriousness of the issue in Northland and are very keen to work with NRC to help share information of the risks of KDB (possibly via public meetings) and finding alternatives to walking in kauri forests in Northland.



*Photo: Ian Wilson from Puketi Forest Trust with the new Kauri Dieback hygiene station supplied via NRC (funded by the Kauri Dieback Joint Agency)*

### **Progressive Containment Plants**

#### **Mile a minute**

Staff have completed the annual control of Mile-a-minute site at Baylys Beach (Dargaville), discovered in June 2016. This site had significantly less plants than when we started on it last year. All sites are reducing in numbers of plants and densities each year. Mile a minute will quickly smother native vegetation, including groundcover plants, causing plants to break from the weight and has long lasting seed.



*Photo: Pre-control June 2016 photo of mile-a-minute site, partially smothering a pohutukawa tree and other native vegetation.*

### **Eradication Plants**

#### **Spartina**

Staff have completed the annual control of Kaipara Harbour spartina sites. Spartina eradication in the Kaipara is progressing well. This is the second season of work in this Harbour. This plant can be knocked back 90% in one season with good spray coverage. Hokianga and Whangaroa harbours have previously had significant work input and plant numbers are now down to finding the last few. This will be the case for the Kaipara in coming years.

#### **Manchurian Wild Rice Programme**

Contractors employed by Northland Regional Council have started the second round of Manchurian wild rice spraying. Spraying is scheduled to be completed by the end of May.

#### **Plant detection dog training**

A workshop for dog owners interested in training their dogs for plant detection work was held 20-21 April. John Taylor who has trained both a successful velvetleaf and spartina dog delivered the workshop. Biosecurity staff and dog owners from the Whangarei Obedience Club attended the 3-day workshop. The hope is that these dogs will increase the efficacy of finding eradication plants as work continues to eradicate many species from Northland.



*Photo: Rusty checks out batwing passionflower in the bush with owner, John Taylor*

### **Biosecurity Partnerships**

#### **Environment Fund - Biofund**

Staff have received over 84 registrations of interest for pest control equipment and activities through councils Biofund for 2018/19. Registrations of interest are currently being developed into applications which will be assessed and prioritised by the team ready to be funded in the new financial year. Funds are generally fully allocated on day one, funding is proposed to increase through LTP. It is not believed that the criteria needs reviewing.

#### **Community Pest Control Areas**

Work on the expansion of the Tanekaha CPCA has continued with kiwi listening devices being deployed in the expansion area. Hukerenui school are keen to be more involved with the project and are already part of the councils Enviroschools programme.

Several new CPCAs have been proposed by communities throughout Northland. These areas include Kaimamaku, Pahi, Tangiteroria, Russell, Houtu – Titoki. Several meetings have been held to progress these new initiatives.

#### **Russell State Forest**

Staff have continued to support the Russell State Forest Roopu group with several meetings discussing the use of all the tools in the toolbox.

DOC and NRC staff are now visiting properties on the boundary of the proposed operational area as part of the consultation process. Private land owners are being encouraged to undertake pest control activities which will complement the aerial operation with support from council's Environment Fund (Biofund) and Community Pest Control Areas programme.



### Warawara CPCA - Trapping Workshops

A very successful trapping workshop was held at the Matihetihe Marae in Mitimiti.

The workshop was aimed at helping local volunteers learn pest control basics to enable additional trap lines to be established and maintained on private land which will supplement the predator control work of the project team within the CPCA area.



*Photo: Mike Knight NRC biosecurity officer taking the training*

### Marine Biosecurity

A reported sighting of Japanese Mantis shrimp was received from Wainui Bay, Northland. Staff implemented a small scale surveillance programme using baited traps to confirm presence / absence. No Japanese Mantis shrimp were caught and the habitat is unlikely to be suitable for the species.

The challenge lodged with the disputes tribunal regarding the marine biosecurity charge was withdrawn. The complainant has now lodged this with the Ombudsman.

### RIVERS

Priority Rivers	Work	General Status	Comments
Awanui	OpEx	91% complete	Work is concentrated on coastal stopbanks
Awanui	CapEx	100% complete	Completed works grassed with good coverage
Kāeo - Whangaroa	OpEx	95% complete	Minor work scheduled for Totara North to complete this season work



Priority Rivers	Work	General Status	Comments
<b>Kerikeri – Waipapa</b>	OpEx	65% complete	Staff have completed all high value tree removal work and will now focus on resource consenting for proposed future work
<b>Kawakawa – Taumārere</b>	OpEx	100% complete	All scheduled priority work has been completed
<b>Whangarei</b>	OpEx	75% complete	Gravel extraction programmed for May. WDC will use extracted gravel at Pohe Island.
<b>Kaihu</b>	OpEx	90% complete	Tree removal has been completed.
<b>Minor Rivers</b>	OpEx	61% complete	Staff have accelerated work after a wetter than normal summer, expect 100% completion by year's end.

#### NATURAL HAZARDS

Work Streams	% complete	Comments
<b>Regional LiDAR Project</b>	4%	The Awanui catchment is 75% surveyed as of April. The survey plane was not able to return to New Zealand following maintenance, due to further bad weather. A project extension to 30 <sup>th</sup> June 2019 was agreed with the contractor this month.
<b>Coastal Hazard Maps</b>	100%	The team continue to receive a large number of queries and flood level requests on the coastal hazard maps.
<b>Priority Rivers Flood Hazard Maps</b>	75%	Flood mapping updates are complete for the Kaihū-Awakino catchment and flood extents are due to be updated on the online hazards viewer. The Waipū and Paparoa catchment flood models have been calibrated and results are ready for review. The flood mapping from these catchments, together with new mapping for the Kerikeri and Kaeo catchments should be uploaded to the online viewer in August / September.
<b>Awanui Flood Model</b>	5%	The modelling contract has been awarded to DHI New Zealand/Macky Fluvial Consulting. Data transfer has been initiated but the model re-build will not get underway until the catchment LIDAR survey has been completed and processed (now due in early June). A site visit with the modeller and peer reviewer was undertaken in April.
<b>Waipū and Paparoa Flood Model Builds</b>	60%	Flood model calibration for Waipū and Paparoa rivers is progressing and staff are reviewing preliminary results. This project will be extended to May.

## HYDROLOGY

### Hydrology Team & Water resources Work Programme:

- Negotiations are underway with the leading tenderer for the Hydrometric health and safety remediation work. Height Access Technology have provided a solution that is within the council budget and a short form contract has been drafted. We anticipate the required health and safety documentation to be completed and the short form contract to be signed off by early May.
- Work is underway to provide NRC groundwater quality data to the LAWA Groundwater Quality Module. This is due by May with the data being used for national reports on trend analysis and state of knowledge by MfE, Statistics New Zealand and GNS. The LAWA module will also provide regional scale representations of groundwater quality.
- Mark Rodgers from Hilltop Software spent a couple of days in April to work on the final version of the Water Use Online Submission programme. The programme will enable consent holders to enter their water use records from NRC website. Internal and external testing is still required and scheduled in May 2018.
- A training session was undertaken with Hyquest Solutions around installation of our new network of dataloggers. The transition to this network has now begun, with three stations switched to the new hardware and telemetry system during April.
- A groundwater site index project is underway to compile groundwater datasets in a similar manner to the recently completed rainfall project. This is around 50% complete.
- A large radio antenna has been installed at the Ngunguru River recorder with the assistance of Radio North, following the identified telemetry glitches at this station. The effectiveness of this is being monitored.

### 8.2.6 GOVERNANCE AND ENGAGEMENT

#### ECONOMIC DEVELOPMENT

##### Investment and Growth Reserve

Project	April update	Future developments/ reporting
<b>Extension 350</b>	Received report for third quarter 2017/18.	Fourth quarter 2017/18 report due in July.
<b>Resources Enterprise Limited (REL)</b>	Received response from REL to a request for more information.	Continue to engage with directors.
<b>Hundertwasser Art Centre (Whangārei)</b>	None	Awaiting provision of project plan and other conditions associated with first payment.
<b>Kawakawa Hundertwasser Park Centre (Te Hononga)</b>	Letter sent to Kawakawa Hundertwasser Park Charitable Trust seeking a formal update on the conditions of funding.	See item 6.3.
<b>Regional Promotion</b>	None.	Report for the six months ended June due in mid-August 2018.
<b>Twin Coast Discovery Revitalisation</b>	None.	Project has now finished.
<b>Twin Coast Cycle Trail (TCCT)</b>	None.	Awaiting further progress reports and associated invoices to complete funding commitment.
<b>Demand assessment for new water storage</b>	Tender cancelled because of the change in funding conditions. An	Work with other agencies to complete a funding application to

Project	April update	Future developments/ reporting
	Expression of Interest (EOI) seeking funding for a broader Prefeasibility for new water storage in Northland work programme submitted to the Provincial Growth Fund (PGF).	the PGF for a broader Prefeasibility new water storage in Northland work programme.

#### Other activities undertaken included:

- Information on the economic importance of SH1 to Northland provided to the combined council delegation meeting with Minister Twyford.
- Loan agreement with the Northland Emergency Service Trust (NEST) to assist with the purchase of two helicopters, in line with council resolutions, was signed on Wednesday 18 April. Drawdown of a \$3.75 million loan for the first helicopter was made on 8 May.
- Letter and attachment outlining digital community connectivity solutions for Northland sent to Minister Curran.

#### ONLINE CHANNELS

- **Most popular post on Facebook this month** – Biosecurity led Facebook poll asking our followers if they would be keen to get involved in trapping backyards in urban areas to help control pest populations. Of the 224 votes, 83% voted yes with the remaining 17% voting no.

Key Performance Indicators	Dec-17	Jan-18	Feb-18	Mar-18	Apl-18
<b>WEB</b>					
# Visits to the NRC website	23,700	28,100	34,400	29,200	25,000
E-payments made	2	3	11	2	2
# subscription customers (cumulative)	1,165	1,167	1,181	1,171	1,165
<b>SOCIAL MEDIA (cumulative)</b>					
# Twitter followers	1,354	1,362	1,369	1,376	1,383
# NRC Facebook fans	5,724	5,812	5,914	6,108	6,145
# NRC Overall Facebook Reach	113,000	114,200	72,000	91,900	67,800
# CDEM Facebook fans	14,900	15,300	15,400	15,600	15,700
# CDEM Overall Facebook Reach	137,700	338,300	103,800	180,300	50,700
# Instagram followers	176	199	223	261	286

\* December report covers 30 days from 9 December 2017 – 8 January 2018 (first working day after holiday break).

#### ENVIROSCHOOLS / EDUCATION

##### Events

- On 6 April, Whangarei Intermediate School was successful in achieving Enviroschools Silver at their sharing and decision-making session;
- On 9 April, a 'Kickstart to Enviroschools' workshop was held in Kerikeri for new Northland Kindergarten Association kindergartens and led by Toimata Foundation;

- From 10 – 12 April, three WaiFencing skills workshops took place at Pāmu Farms of NZ, (previously Landcorp), at Kapiro, Rangiputa and Titoki stations;
- From 18 – 20 April, a presentation on environmental community project based learning was made at the New Zealand Association for Environmental Education (NZAEE) conference in Wellington.

### **Seaweed competition winners**

Council's beach clean-up waste audit prize draw was won by Matihetihe School. The photo competitions were won by Aranga School (Scenic category), Te Mauri o Te Onepu Trust (Close-up category) and Raurimu (Group category). Councillors are presenting the prizes funded by the New Zealand Association for Environmental Education (NZAEE).

### **LGNZ Award application**

Project Pest Control has been entered into the Environmental Impact category of the 2018 LGNZ Excellence Awards.

### **School communities facilitated**

Despite the school holidays, during April, 23 school communities were visited by Enviroschools facilitators.

## **MARKETING AND ENGAGEMENT**

### **LGNZ Excellence Awards**

Northland Regional Council entered its maritime campaign 'Be a safe boatie mate' in the Fulton Hogan Excellence Award for Community Engagement.

### **Maritime 'Be a safe boatie mate' campaign**

Funding applications are now open through Maritime NZ for safe boating initiatives. Council is currently working on an application for a multi-channelled campaign. In the 2017/18 funding round council received \$20,000.

### **Environmental Leaders Fund**

Applications opened on Monday 9 April for the 2017/18 funding round of the Environmental Leaders Fund. This year there is an additional dedicated biosecurity funding of \$10,000.

## **MĀORI ENGAGEMENT**

Council meet with a delegation from the Ministry of Justice - Office of Treaty Settlements - during April. Deputy Secretary Lead Negotiator, Nigel Fyfe, Settlement and Negotiations Manager, Maureen Hickey and Crown Counsel, Paul Beverly of Buddle Findlay meet with council to discuss the Treaty of Waitangi settlement landscape in Northland.

The opportunity offered a chance to receive an update on current negotiations as well as being able to discuss existing settlements, specifically cultural redress mechanisms the council is a party too.

## **CORPORATE PLANNING**

The Long Term Plan consultation period closed on 17 April, with a total of 2,239 submissions received covering a wide range of opinions on all topics. Approximately 1500 submissions were pro-forma submissions that supported the regional sporting facilities rate with reference to a sports hub in Kaitia.

Deliberations on the Long Term Plan were scheduled for 15 May and have been moved to 16 May to accommodate the council meeting. Final adoption of the plan is scheduled for 21 June. The final plan is audited, with the audit process scheduled for 28 May – 8 June.

### Legislative Compliance Q3

Council undertakes quarterly legislative compliance reporting to ensure council is complying with relevant legislation (as recommended by Audit NZ). Council's legislative compliance monitoring for Quarter 3 has highlighted that council is compliant with all recorded legislative requirements, with one exception. There were five LGOIMA requests for which it took longer than the required 20 days to provide the information.

### Levels of Service Q3

In summary, council is making good progress against all measures and targets with the following exceptions:

- The target to have less than 15% of monitoring events being significant non-compliance events for permitted farm dairy effluent activities has not been achieved. 22.6% of monitoring events were significantly non-compliant (52 out of 230 farms). This is, however, is an improvement on the 2016/17 end of year figure of 25.2%.
- The target to have 100% of Council's ordinary meeting agendas and minutes made available on the council website (agenda three days prior to Council meetings and minutes 14 days post council meetings) was not achieved. One set of minutes was delivered one day late on the website.

## GOVERNANCE SUPPORT

### Local government official information (LGOIMA) requests

Month	LGOIMA requests received 2016/17	LGOIMA requests received 2017/18
July	7	7
August	5	10
September	10	15
October	11	16
November	10	12
December	10	14
January	7	13
February	11	13
March	18	12
April	12	13
May	8	
June	7	
Total LGOIMA requests received	116	125
Total LGOIMA requests not responded to ≤ 20 working days*	9	9

In March/April 2018, there were no LGOIMA requests that exceeded 20 working days' response.

## **8.2.7 CUSTOMER SERVICE – COMMUNITY RESILIENCE**

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### **CIVIL DEFENCE EMERGENCY MANAGEMENT**

#### **Warnings and activations**

There have been several weather warnings issued in the past month for the Northland region, and each of the warnings was monitored by the on-call emergency manager.

#### **Recovery**

A Strategic Recovery Workshop for Northland to develop an updated section for inclusion into the Northland CDEM Group plan was held on 21 April. The workshop was led by two specialists Recovery Managers from MCDem. The outcomes of the workshop will form the basis for the update to the Northland CDEM Group plan for approval at the next group meeting in mid-June.

The Northland CDEM Group Recovery Manager has now commenced work and is working on the strategic plan developments.

#### **Tsunami readiness**

Northland CDEM Group has now taken delivery of 100 indoor tsunami sirens from Northpower and these sirens will shortly be available for sale across the region. The aim of these sirens is to fill gaps in the current tsunami siren network.

#### **Welfare**

The National Group Welfare Managers Forum is being hosted at Tutukaka in the first week of May. Twelve of the sixteen CDEM regions, including the Chatham Islands will be represented at the twice-yearly event.

#### **Technical Advisory Group (TAG) Review**

The TAG implementation team from DPMC is working to support the Minister of Civil Defence to develop the Government's response to the recommendations contained within the report. Two personnel from Northland's CDEM Group office have assisted in reviewing the responses to the recommendations. A report to the Minister is due in May or June.

#### **Professional Development and exercises**

Kaipara District Council held its annual exercise on the 19 April with 25 personnel deployed within the Emergency Operations Centre responding to a Cyclone scenario.

#### **CDEM Forum**

The 13<sup>TH</sup> Annual Northland CDEM Group Forum was held on 2 May and attended by approximately 200 people from partner agencies, councils and the community. A variety of speakers, including the Mayor of Kaikoura Winston Gray made presentations. Other speakers included the Director

MCDEM, NZTA representatives on roading resilience, Urban Search and Rescue, Resilient Communities and several speakers form the Group Office on various topical matters. The Mayor of Kaikoura met separately with local government personnel to discuss lessons from the Kaikoura earthquake.

## **TRANSPORT**

### **REGIONAL LAND TRANSPORT PLANNING**

#### Draft Regional Land Transport Plan 2015/21 – Three-Year Review (RLTP)

The Draft Regional Land Transport Plan 2015/21 – Three Year Review (RLTP) was tabled at the Regional Transport Committee (RTC) meeting held on 4 April 2018 with a recommendation that it be approved for release to the Northland Regional Council (NRC) for adoption and submission to the New Zealand Transport Agency (NZTA) by 30 April 2018.

The RTC approved the recommendation and the Draft RLTP was presented at the NRC council meeting of 24 April 2018 with the recommendation that the document be submitted to NZTA by the abovementioned date. The NRC approved the recommendation.

The Draft RLTP was ready for submission on the due date, however problems with the NZTA web site have meant a minor delay.

#### Draft Government Policy Statement 2018/19 – 2027/28

Draft Government Policy Statement 2018/19 – 2027/28 (GPS) was released for public consultation on 4 April 2018 with the closing date for submissions being 2 May 2018.

To launch the new Draft GPS, the government held a Transport Summit 2018 in Wellington, which was attended by 160 district and regional council mayors, elected representatives, staff, and industry representative. This summit served to update those in attendance with the new governments transport related objectives.

The Northland Transportation Alliance (NTA) compiled a draft submission on the GPS which was circulated to all councils for comment, final submission has now been submitted.

#### Investment Assessment Framework

The New Zealand Transport Agency (NZTA) released its draft Investment Assessment Framework (IAF) for public comment with submissions closing on 18 May 2018.

This document serves to direct available funds from the National Land Transport Fund (NLTF) toward those funding categories and projects that best meet the governments objectives as laid out in the GPS.

#### Transport Agency Investment Proposal

Following the release of the Draft GPS, the NZTA also released its Transport Agency Investment Proposal (TAIP), formally known as the State Highway Investment Proposal (SHIP).

The TAIP directs available funding for state highway related work to best meet the Objectives as contained in the GPS. In this instance, the government has reduced funding on new state highway projects and has redirected this funding toward local roading, public passenger transport, and walking and cycling projects.

## PASSENGER TRANSPORT ADMINISTRATION

### Total Mobility

Total Mobility (TM) figures are reported one month in arrears, as the information is unavailable at the agenda deadline.

	Total clients	Monthly Actual Expend	Monthly Budget Expend	Variance	Year/Date Actual Expend	Year/Date Budgeted Expend	Variance
<b>March</b>	1297	\$15,184	\$25,000	\$9,816	\$130,035	\$200,000	-\$69,965

The above variance to budget is due to the additional non-budgeted funding received from NZTA in November 2017. This was for council moving onto Stage 2 of the Total Mobility Scheme.

Council formally signed up to Stage 2 of the Total Mobility Scheme in November 2017. By signing up to Stage 2, council was eligible for additional funding support from NZTA. NZTA provided the additional funding for the full 2017/18 financial year and not from the date of signing. The required work for this has been completed.

### Ridewise testing of Kiwi Cabs

Council staff tested the competency of the Kiwi Cabs drivers in regards to the use of the Ridewise Electronic Ticketing System. Most drivers found to be using the system incorrectly by swiping the Total Mobility swipe card at the beginning of the trip, instead of the end. This has the potential to lead to fraudulent use of the system. Discussions have been held with the service provider on this matter.

### Positive Aging Advisory Group Meeting – 20 April 2018

Council staff met with the Whangarei District Council's Positive Ageing Advisory Group (PAAG) to advise them of the two new Transport Operators coming on board.

### Driving Miss Daisy

Driving Miss Daisy (DMD) staff successfully completed the training and testing of the Ridewise system and commenced operation on Monday 23 April 2018.

## Contracted Bus Services

### Operational Statistics

<b><u>March 2018</u></b>					
<b><u>(revenue ex GST)</u></b>	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	<b>Year/Date Actual</b>	<b>Year/Date Budgeted</b>
<b>City Link Passengers</b>	<b>26,309</b>	<b>31,233</b>	<b>-4924</b>	<b>218,453</b>	<b>232,968</b>
<b>City Link Farebox Revenue</b>	<b>\$52,212</b>	<b>\$61,703</b>	<b>-\$9,491</b>	<b>\$431,141</b>	<b>\$463,810</b>



<b>Mid North Link Passengers</b>	<b>209</b>	<b>414</b>	<b>-205</b>	<b>2,230</b>	<b>3,733</b>
<b>Mid North Link Farebox Revenue</b>	<b>\$1,060</b>	<b>\$2,504</b>	<b>-\$1,444</b>	<b>\$8,371</b>	<b>\$21,633</b>
<b>FarNorth Link Passengers</b>	<b>577</b>	<b>667</b>	<b>-90</b>	<b>4550</b>	<b>7411</b>
<b>FarNorth Link Farebox Revenue</b>	<b>\$1,432</b>	<b>\$1,450</b>	<b>-\$18</b>	<b>\$10,558</b>	<b>\$ 11,950</b>
<b>Hokianga Link Passengers</b>	<b>40</b>	<b>52</b>	<b>-12</b>	<b>248</b>	<b>358</b>
<b>Hokianga Link Farebox Revenue</b>	<b>\$427</b>	<b>\$488</b>	<b>-\$173</b>	<b>\$3,233</b>	<b>\$4,290</b>

### **Passenger Trends**

Staff will be meeting with the operator of the CityLink Service in an effort to ascertain why passenger numbers for March 2018 were well below the last three-year average.

Passenger loadings on both the Far North Link and the Mid North Link services will be closely monitored with the onset of the winter which historically leads to a reduction in passenger numbers.

### **CityLink Contract Extension**

The new Citylink contract with an expanded timetable which was due to start on 30<sup>th</sup> April 2018 has been delayed with the current contract being extended to September 2018, this extension is primarily due to delays in the new INIT Electronic Ticketing System.

An investigation into the availability of installing the current Snapper system into new buses needed to service the upgraded timetable, suggested that the limited supply of driver consoles available, due to work currently being done in the Wellington region for Snapper, an installation time could not be guaranteed.

### **Road Safety Update**

#### **Regional Road Toll Statistics – 2018 & 2017 Comparison**

<u>Location</u>	<u>YTD 2018</u>	<u>YTD 2017</u>
Far North	7	7
Whangarei	8	3
Kaipara	2	1
Northland	17	11
National	109	95

The above statistics include ten drivers, five passengers & two motorcyclists.

The ages of those involved in the death related crashes are: -

0 – 14yrs	1
15 – 19yrs	0
20 – 24yrs	4
25 – 39yrs	5
40 – 59yrs	4
60 + yrs	3

## NAVIGATION, SAFETY AND MARITIME

The last two cruise ships of the season called in April, with two cancelling, one due to weather and one due to maintenance failures. Two more are scheduled for out of season calls over winter. A post season pilot meeting has been held with all licensed pilots for the Bay including the two licensed NorthTugz pilots with a review of operating procedures and possible improvements identified looking forward to the 2018/2019 season. The post season Bay of Islands harbour safety meeting was held with key stakeholders.

18 Incidents were dealt with over the month including the disposal of the derelict vessel “Pocket Rocket” which was removed and cut up by staff. The insurance company for the wrecked vessel Kiribilli which broke up in Taiharuru accepted the claim and work to recover the debris is now complete. The Regional Council vessel Waikare with crew was contracted to complete the work with divers.

The recommended amendments to the Kai Iwi Lakes bylaw were approved by Council on the 24<sup>th</sup> of April 2018 and the new law comes into effect on the 1<sup>st</sup> of July 2018. The Harbourmaster and Deputy Harbourmaster attended the North Island Harbourmaster meeting in Auckland, with discussions around recreational safety issues, and met with Maritime NZ over key issues.

Eight staff from NRC and three from Refining NZ attended an National Response Team Oil Spill Exercise Paihere over 17<sup>th</sup> -19<sup>th</sup> of April in Auckland. This was the largest combined desktop and practical national exercise to date attended by overseas observers and brought together the training over the last few years in the various components of a response.

Work still ongoing with the three derelict fishing vessels and exploring options for disposal.

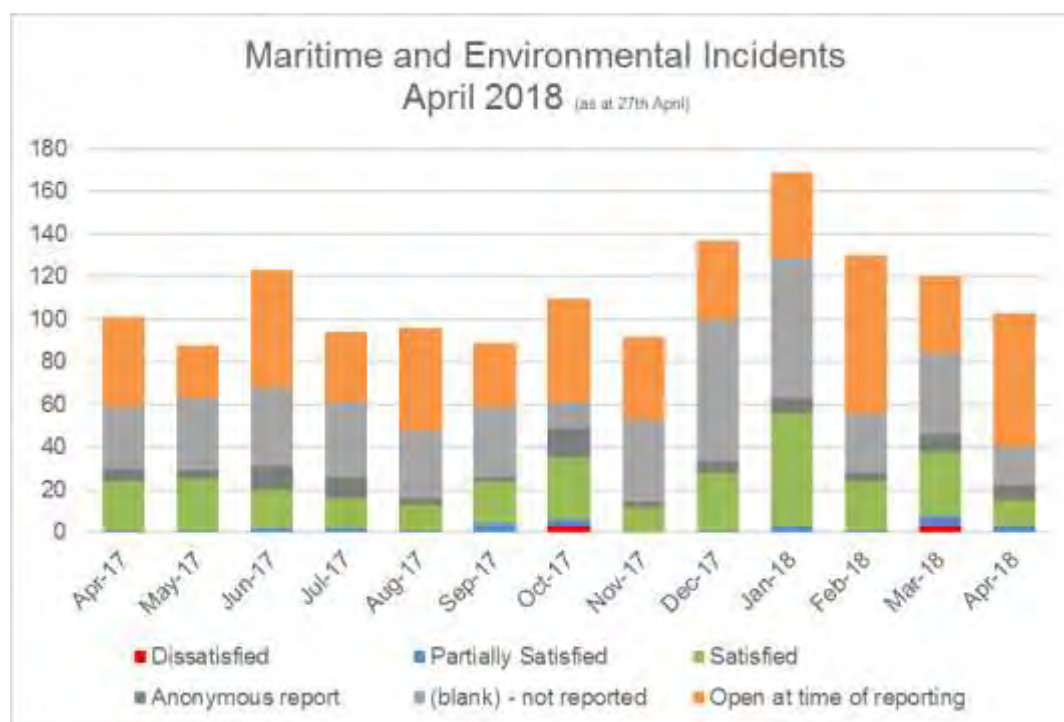
## CUSTOMER SERVICE (as at 30 April)

### Performance Statistics

#### Telephones

At over 3600 calls, inbound volumes were almost identical to March and were up 30% on the same period last year. The call conversion rate for April was over 98%.

## Hotline and Incident Responses

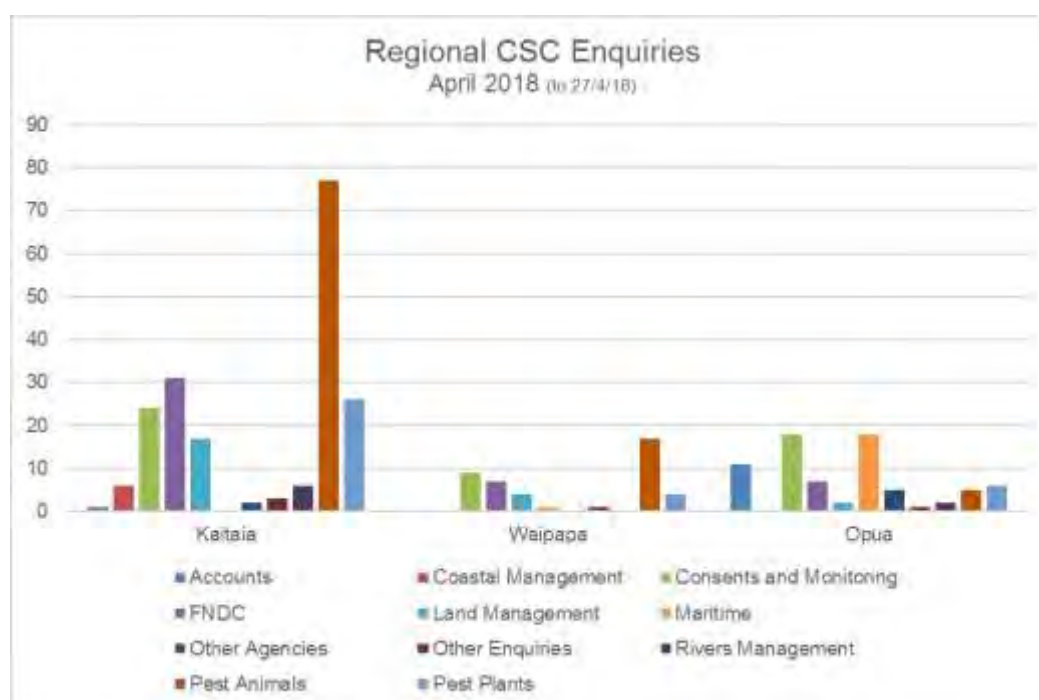


## Activity

### Water Street Office

Now that the council occupies the full building, the entrance off the car park will become staff access only and visitors will be guided to the main entrance. Improvements are planned to the main entrance and foyer to highlight the access and guide flow of visitors through this area.

### Regional Customer Service Centres (CSC)



**Kaitiāia office** - work on the refresh was delayed so new brand and graphic elements could be incorporated into the design. The first stage will include painting and additional signage for the street frontage, and then an upgrade of the brochure and other internal displays.

### **Resident Survey**

The survey period closed on the 30<sup>th</sup> April. Some additional phone surveying may be required once the survey company has gauged the demographics of the responses against the targets.

### **Feedback Cards, Compliments and Complaints**

Three feedback cards were returned, all were positive. There was also one specific staff compliment recorded for one of our monitoring officers.

A total of six customer complaints have been received this month and have been classified as follows;

Standard of service provided:	3 complaints - hotline malfunction, meeting procedure, perceived inaction on consent violation
Disagreement with cost of service	2 complaints - marine biosecurity charge, consent fee
Staff or contractor behaviour	1 complaint – driving (non-substantiated)

In addition to these several other verbal complaints were received by our Ōpua staff relating to the biosecurity charge but were recorded as accounts enquiries.

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**TITLE:**        **Receipt of Committee Minutes**

**ID:**            A1062360

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

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### Executive summary

The purpose of this report is to acknowledge the unconfirmed minutes of the Investment Subcommittee held on 24 April 2018.

The minutes will be circulated separately.

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

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### Recommendation

That the unconfirmed minutes of the Investment Subcommittee held on 24 April 2018 be received.

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### Attachments

Attachment 1: Investment Subcommittee - 24 April 2018 [↓](#)

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### Authorised by Group Manager

**Name:**        Christine Taylor

**Title:**         Governance Support Manager

**Date:**        02 May 2018

## Investment Subcommittee Minutes

Meeting held in the Whangamumu Room  
36 Water Street, Whangārei  
on Tuesday 24 April 2018, commencing at 8.30am

**Present:**

Cr John Bain	(Chair)
Cr Bill Shepherd	(ex Officio)
Cr Penny Smart	
Geoff Copstick	(Independent Financial Member)

**In Attendance:**

Cr Rick Stolwerk
NRC Chief Executive
GM, Corporate Excellence
Finance Manager
PA, Corporate Excellence (minutes)

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**The Chair declared the meeting open at 8.30am**

### **1.0 APOLOGIES**

There were no apologies.

### **2.0 DECLARATIONS OF CONFLICTS OF INTEREST**

Nil

**Due to the fact the agenda for the meeting had not been publicly available, in accordance with Standing Order 9.8, the Chair adjourned the meeting until 8.30am, Wednesday 30 May 2018.**

**The meeting closed at 8.35am**

## **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 – 24 April 2018	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	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).
9.3	Chief Executive's Key Performance Indicators	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	Proposed response to Ombudsman's provisional findings	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 Advisor be permitted to remain 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.